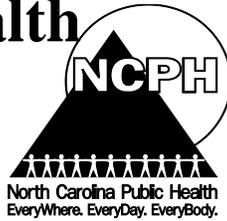


# Forsyth County Board of Health



- Mr. J. Phil Seats, R.Ph., MBA, Chair
- Mr. John Davenport, Jr., PE, Vice Chair
- Dr. B. Keith Cash, OD
- Dr. Calvert Jeffers, DVM
- Ms. Amanda Kistler, RN
- Dr. Charles F. Massler, DDS, M.Ed.
- Ms. Heather Parker
- Dr. Peter Robie, MD
- Dr. Scott E. Schroeder, DVM
- Dr. Ricky Sides, DC
- Ms. Gloria D. Whisenhunt, County Commissioner

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## BOARD OF HEALTH MINUTES November 1, 2017

### MEMBERS PRESENT

Mr. J. Phil Seats  
Mr. John Davenport  
Dr. Keith Cash  
Dr. Calvert Jeffers  
Ms. Amanda Kistler  
Dr. Charles Massler  
Ms. Heather Parker  
Dr. Peter Robie

### MEMBERS ABSENT

Dr. Scott Schroeder  
Dr. Ricky Sides  
Ms. Gloria Whisenhunt

### GUESTS PRESENT

Ms. Phyllis Russell, County Budget Office  
Winston-Salem State University Nursing Students

### **Call to Order:**

On Wednesday, November 1, 2017, the Forsyth County Board of Health held its regularly scheduled monthly meeting in the Boardroom at the Forsyth County Department of Public Health (FCDPH). Mr. J. Phil Seats called the meeting to order at 5:30 p.m.

### **Consideration of Minutes:**

The minutes of the October 4, 2017 Board of Health (BOH) meeting were reviewed by the Board. Mr. Seats asked for a motion to approve the minutes. Ms. Amanda Kistler made a motion to approve and Dr. B. Keith Cash seconded. The minutes were approved.

### **Public Comment Section:**

Board Members and guests introduced themselves. Dr. Peter Robie welcomed the nursing students and complimented nurses by saying "they run the show in the hospitals".

**Health Director's Comments** – Mr. Marlon Hunter reported the following:

- Welcomed the nursing students and told them not to forget local health departments.
- Presented his performance plans by division to the Board for their review/approval - Dr. Robie made a motion to approve and Mr. John Davenport seconded - the performance plans were approved by the rest of the Board members.
- Announced that Ms. Quintana Stewart has accepted a position as Health Director of Orange County - congratulated Ms. Stewart.
- Spoke with the NC Triad Nursing Association two weeks ago - he talked about our County Health Rankings.
- He, along with Mr. Tony Lo Giudice and Ms. Glenda Dancy are working on the Jail Health Monitoring Program - they are moving forward to get it implemented. They will give a presentation about the framework at a later date.
- Enjoy having the CDC Associates here - they will give a presentation about their projects at a future meeting.
- Met with staff from the Division of Medical Assistance (DMA) to discuss Health Care Reform and Medicaid in Raleigh.
- Ms. Denise Price and Mr. Lo Giudice are working on the Community Health Fair. We will have a playwright working with us about the effects of Infant Mortality in our community.
- We will have a presentation at the next BOH meeting on the latest Infant Mortality data.
- Nurse-Family Partnership (NFP) will be celebrating their 5-Year Anniversary on November 8th at 10:00am in the Forsyth Medical Center Conference Center. Invited Board members to attend.
- Received good news from State - reoccurring funding for NFP for \$608,000 - will go down to \$503,000 next year. County Commissioners gave \$338,000 last year. Funding from the State and County Commissioners is designated as permanent funding for the program. We are in discussions with Kate B. Reynolds for additional funding for the next two years.
- Announced that Dr. Calvert Jeffers was the Chair of the NC Association of Boards of Health.
- The department will be closed next Friday for Veterans Day.

**New Business:**

**Lodging Rules Update** - Mr. Nathan Ward, Supervisor in the Environmental Health, Food and Lodging Section gave an update on the new lodging rules. The new rules came into effect October 1, 2017 and establishments must be totally in compliance by October 1, 2018. Mr. Ward highlighted notable changes to the new rules and how the Food Code is referenced (a detailed report is on file in the Administrative Binder). The new rules may also be found at: <http://ehs.ncpublichealth.com/>. Dr. Robie spoke about hair dryers being a source of fire in hotels and asked if anything had been written about that. Mr. Ward responded not yet - that is more of a building code issue and there may be something with building inspections in regards to this issue.

**Rabies Compendium Update** - Mr. Charles Cahill, Environmental Health, gave an update on the Rabies Compendium. The new rules went into effect October 1, 2016. The biggest change was the 6 months quarantine was changed to 4 months. The State is still working out a lot of details and we are waiting for guidance from them. This forces the department to take a look at how our process works and it changes our policy. Mr. Cahill mentioned they had a meeting with Animal Control about the new laws because of two animals that were in quarantine - they were able to use the new law to make changes for those two animals. Details from the presentation handout are on file in the Administrative Binder.

**Hep B Update** - Ms. Jennifer Corso provided a brief update on the plasma center investigation which is ongoing. The plasma center submitted documents as requested. A 30-day time period was granted by Mr. Hunter for the facility to comply with recommendations/guidance. The investigation by the Forsyth County Department of Public Health and NC DPH will continue until the facility has completed the required SPICE training and infection control concerns are satisfactorily addressed.

Mr. Hunter reported that the department is monitoring a possible mumps situation (this is a virus that is extremely contagious) - we are waiting for the State Lab.

**Debt Write-off** - Ms. Marie Stephens presented the following:

- We are asking the Board to write off Family Planning debt that is uncollectible.
- In October 2015, Ms. Stewart brought you debt that was not approved for write-off at the time. We were asked to research other options.
- A collection agency was looked at but the cost to contract with them outweighed the potential collection we would receive.
- The next option was to enroll in NC Debt Setoff, which is a clearinghouse program currently utilized by the County's Tax office and EMS. NC General Statute 105A "The Setoff Collection Act" allows us to do this.
- When we send out our monthly statements, we add verbiage that the health dept, now participates in NC Debt Setoff, which allows us to recover client debt from their NC Income Tax refunds or through their lottery winnings.
- We were able to submit over \$77,000 of debt through Debt Setoff last December and we started receiving payments in February - we have collected \$6,771 so far.
- There are some patient balances that we have not been able to collect on due to inactivity and we cannot submit these balances through NC Debt Setoff as a requirement to enter their debt, accounts have to have a social security number.
- Since sending out statements with this verbiage (January 2016) we have been able to collect \$43,300 (FY2017) in self-pay as well as (average of \$3,608/month, compared to \$25,000 FY2016; \$15,800 FY2015; \$10,100 FY2014; and \$10,000 FY2013).

Ms. Glenda Dancy commented that a lot of our clients are low income and have no access to care so we do not want to deter them from coming - we need to be mindful.

After some discussion regarding the use of a collection agency, a motion was made to proceed with the use of a collection agency to collect, with an amendment to the motion to write the debt off if the agency can not collect. Ms. Heather Parker made a motion to approve and Ms. Amanda Kistler seconded. The remaining Board members agreed and the motion was approved.

**BOH Operating Procedures Review** - Ms. Stewart asked Board members for their approval of the BOH Operating Procedures. This is an annual action item for the department's accreditation. Ms. Kistler made a motion to approve and Dr. Massler seconded. The remaining Board members agreed and the document was approved.

**Old Business:**

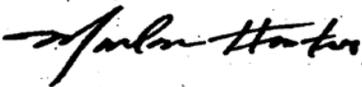
Ms. Stewart reported that we received our FY2015 Cost Settlement Attestation letter last week. The DMA has agreed to a more feasible method for settling Pharmacy Claims that better aligns with our method for settling traditional public health services. The department is estimated to receive for 2015 (\$2.6 million); FY 2013 settlement is still under review by DMA. The department submitted the scrubbed charge report.

Dr. Robie spoke about the issue of gun violence and suggested that a letter be written on behalf of the BOH to the Sheriff's Office to do a public service announcement about this issue. He told Board members to contact him with their ideas/thoughts. Both Mr. Davenport and Mr. Seats felt this was an individual issue and should not come from the Board of Health. Mr. Davenport suggested that Dr. Robie should write a letter as a private citizen since he felt so strongly about the issue, and made it clear that he does not want to be a part of a letter on behalf of the BOH. Ms. Kistler commented that the Police Department and Sheriff's Office are very much aware of this issue. She felt that mental health is the driving force behind the whole issue.

Dr. Jeffers thanked Ms. Sarah Frantz for giving a presentation to the NC Association of Boards of Health on tattoos.

**Committee Reports:****Adjourn:**

Mr. Seats asked for a motion to adjourn. Mr. Davenport made a motion and Dr. Massler seconded. The meeting adjourned at 7:03pm.



Marlon B. Hunter  
Secretary to the Board  
MBH/lgc