

MINUTES  
ORANGE COUNTY BOARD OF HEALTH  
May 23, 2012

---

---

**ORANGE COUNTY HEALTH DEPARTMENT MISSION STATEMENT:** *To enhance the quality of life, promote the health, and preserve the environment for all people in the Orange County community.*

**THE ORANGE COUNTY BOARD OF HEALTH MET ON** May 23, 2012, at the Whitted Human Services Center, Hillsborough, NC.

**BOARD OF HEALTH MEMBERS PRESENT:** Tony Whitaker, Chair; Matthew Kelm, Vice Chair; Liska Lackey; Steve Yuhasz, Commissioner Representative; Mike Carstens; Anissa Vines; Corey Davis; Paul Chelminski; Susan Elmore; Carol Haggerty; Michael Wood

**BOARD OF HEALTH MEMBERS ABSENT:**

**STAFF PRESENT:** Colleen Bridger, Health Director; Pam McCall Nursing Director; Christy Bradsher, Finance and Administrative Operations Director, Tom Konsler, Environmental Health Director; Donna King, Health Promotions and Education Director; Carla Julian, Dental Clinic Manager; Lisa Smith, Administrative Assistant; Sue Young, Nursing Supervisor; Stacy Shelp, Communications Manager

**GUESTS PRESENT:** None

**Welcome and Introductions**

Tony Whitaker, Chair, called the meeting to order at 7:05 p.m. and welcomed new Health Department staff.

**I. Approval of May 23, 2012 Agenda**

***Motion to approve the Agenda of May 23, 2012 was made by Steve Yuhasz, seconded by Michael Wood, and carried without dissent.***

**II. Public Comment for Items NOT on Printed Agenda: none**

**III. Action Items (Consent)**

**A. Minutes approval of April 25, 2012 meeting**

The Board is required to review and approve minutes of all official meetings of the Board. The latest minutes are from the meeting on April 25, 2012

***Motion to approve the April 25, 2012 minutes was made by Liska Lackey, seconded by Anissa Vines, and carried without dissent.***

**B. Health Directors Probationary Review**

Performance Review Process for Health Director: To provide the Board with a process for accomplishing the required annual review of the health director's performance in accordance with the statutory requirement GS 130A-41.

In the case of the Health Director, the “supervisor” of the Director is the entire Board. The Chair assumes the responsibility of managing the information flow and input into the performance evaluation.

***Motion to approve the Health Directors Probationary Review was made by Steve Yuhasz, seconded by Susan Elmore, and carried without dissent.***

**IV. BOH Strategic Plan Presentation:** Colleen Bridger, Health Director did a Project overview and background. The presentation included the 10 essential Public Health Services, BOH Priority areas and a Strategic Plan Overview and Timeline. Modifications included introduction and a more generic approach to accidental drug overdose, misuse and abuse.

***Motion to approve the Strategic Plan as modified was made by Anissa Vines, seconded by Liska Lackey, and carried without dissent***

## **V. Reports and Discussion with Possible Action**

### **A. Quarterly Financial Report**

The Department has been closely monitoring its revenues and expenditures through the second quarter of the fiscal year. Revenues are slightly under the target at 71.9% collected. Expenditures are also slightly under the target at 69.2%. FOA is in the process of implementing a new billing program and taking credit card payments.

### **B. Fees and Collections Policy**

The policy is simplified by removing detailed procedures. The major revision is to remove residency requirements for clients with insurance who request medical, dental or nutrition services. This would allow out-of-county customers with a third party payer source to receive medical, dental and nutrition services will increase revenues for the department.

***Motion to approve the Fees and Collections Policy effective July 1, 2012 was made by Paul Chelminski, seconded by Mike Carstens, and carried without dissent***

### **C. By-Laws Revisions Discussion**

#### **Suggested wording for by-law changes identified at the March 2012 Board of Health meeting**

##### Section 2. Terms of Office

*Current wording:* No member may serve more than three consecutive three-year terms. Vacancies may only be filled for the unexpired portion of the term of the member replaced.

*Suggested wording:* No member may serve more than two consecutive three-year terms. Vacancies may only be filled for the unexpired portion of the term of the member replaced. Members appointed to fill unexpired terms are eligible to subsequently be appointed to two additional terms.

##### Section 8. Contract negotiations

MINUTES  
ORANGE COUNTY BOARD OF HEALTH  
May 23, 2012

---

---

*Current wording:* The Health Director is authorized to enter into a contract with any governmental or private agency or with any person, for the provision or receipt of public health services. The Board of Commissioners must approve contracts requiring payment for services rendered to the Health Department. The Board should review and approve such contracts before submitting them to the County Commissioners. This procedure enables the Board to affect its role as policy-maker.

*Suggested wording:* The Health Director is authorized to enter into a contract with any governmental or private agency or with any person, for the provision or receipt of public health services. The Board of Commissioners or its designee must approve contracts requiring payment for services rendered to the Health Department. The Health Director will discuss with the Board contracts that represent significant deviation from current Board of Health policy prior to authorizing that contract.

Per policy, by-law changes must be discussed at one meeting and approved at the June 27, 2012 BOH meeting.

D. Concealed Weapons Resolution

The BOCC asked the BOH at the joint meeting in April to weigh in on the public health implications of allowing concealed weapons in county parks before they vote in June due to a lack of empirical evidence. The BOH felt this was not an issue they could consider at this time.

E. Informational Items

Informational items are provided to the Board to cover topics that Board members should be aware of or for general interest. Items are not discussed during the meeting unless Board members ask for discussion.

a. Health Director's Report

Budget meetings with the County went well. Manager's recommended budget included the BOH recommended budget with an addition of \$10,000 to be passed through to Piedmont Health Services. The Health Department's budget presentation to the BOCC is scheduled for June 7.

We continue to prepare for accreditation in spite of the fact that the Governor's budget recommends de-funding the program. We don't receive any funding for accreditation preparation, but we also don't have to pay for the site visitors.

Senate Bill 433 has re-emerged with some modifications. It still allows the dissolution of Local Boards of Health and the consolidation of Health and DSS Departments

**VI. Board Comments**

**VII. Adjournment**

***Motion to adjourn the meeting at 8:55 p.m. was made by Matt Kelm, seconded by Anissa Vines, and carried without dissent.***

MINUTES  
ORANGE COUNTY BOARD OF HEALTH  
May 23, 2012

---

---

The next Board of Health Meeting will be held June 27, 2012 at the Whitted Human Services Center Hillsborough, NC at 7:00 p.m.

Respectfully submitted,

Colleen Bridger, MPH, PhD.  
Health Director  
Secretary to the Board