

**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 25, 2016, at the Orange County Health Department, 300 West Tryon Street, Hillsborough, NC.

**BOARD OF HEALTH MEMBERS PRESENT:** Liska Lackey, Vice Chair; Nick Galvez – Vice-Chair, Commissioner Mia Burroughs, Paul Chelminski, Dan Dewitya, Susan Elmore, Jessica Frega, Sam Lasris, Reena Mehta and Timothy Smith.

**BOARD OF HEALTH MEMBERS ABSENT:** Barbara Chavious.

**STAFF PRESENT:** Dr. Colleen Bridger, Health Director; Coby Austin, Senior Health Public Educator; Alan Clapp, Environmental Health Director; Rebecca Crawford, Finance & Administrative Services Division Director; Donna King, Health Promotion & Education Services Director; Pam McCall, Public Health Nursing Director; Meredith Stewart, Public Health Program Manager and La Toya Strange, Administrative Assistant II.

**GUESTS PRESENT:** None.

**I. Welcome**

Liska Lackey, Chair, called the meeting to order. There were no new employees in attendance.

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

**III. Approval of the May 25, 2016 Agenda**

***Motion was made by Mia Burroughs to approve the agenda, seconded by Susan Elmore and carried without dissent.***

**IV. Action Items (Consent)**

A. Minutes Approval of April 27, 2016 Meeting

***Motion to approve Consent Agenda without corrections to the April 27, 2016 minutes was made by Sam Lasris, seconded by Jessica Frega and carried without dissent.***

**V. Educational Sessions**

A. Innovation Grant Update

Meredith Stewart, Public Health Program Manager, provided updates on the progress of the ten projects. As the 2016 Innovation Grant Cycle is at its midway point, the updates are as follows:

- Mindfulness Training – Employees attended mindfulness classes held onsite on Friday afternoons.
- Transportation Solutions for FSA Families – The funds are to perform feasibility trials for using Uber as a source of transportation for FSA families. Transportation is an issue primarily for FSA families living in northern Orange County. FSA Navigators performed trial runs. There are still logistic challenges: Uber only accepts credit cards, the use of the Uber application is required (some families don't have great cellular service in their area or sufficient data plans) and there is a lack of Uber drivers working in northern Orange County.
- Food Establishment Excellence Program – Literacy needs are being considered. Infographic stickers have been designed and are being distributed to provide food safety information.
- Nutrition Marketing Tool – Kudos cards for OCHD nutrition patients are being designed as a positive reinforcement feedback tool to be sent back to the medical provider that referred them to see a nutritionist.
- Technology Access for Patient Education – Two Chromebooks are being purchased for trial use to provide patient education and pre/post tests in clinic. OCHD have partnered with Duke AHEC to develop educational model and test software.
- Corrective Action Stickers – Infographic stickers for food establishments have been created, printed and are being used in establishments.
- Double Handle Lift Tool – This tool would be used to assist Environmental Health staff with lifting septic tank lids. It's currently in the design and testing phase.
- Prenatal Oral Health Incentive Program – Incentive structure has been established to encourage prenatal dental visits. A community event was held on May 6, 2016 in which information on this program was given.
- Project Safe Sleep – This project will provide supplies for parents to practice safe co-sleeping and provide education on SIDS awareness. Ten cribs were purchased this month.
- Septic Maintenance Application – A how-to smartphone application will be developed to inform homeowners on septic maintenance.

Ms. Stewart also spoke on how innovation at the OCHD has improved. This is the first time that 100% of funds were spent this fiscal year. Dr. Bridger added that this is the most innovative batch of projects the OCHD has seen in the last three years.

***The BOH members had questions that were addressed by Ms. Stewart and Dr. Bridger.***

B. Child Fatality Task Force Report

Pamela McCall, Public Health Nursing Director, gave the highlights of the 2015 Child Fatality Prevention Team (CFPT) Annual Report. She began with a brief introduction of the general statutes that led to the creation of the CFPT and the Community Child Protection Team (CCPT) and its charge to reduce preventable deaths in the state of North Carolina. The CFPT meets to

identify child death patterns, system problems or gaps in services to children and families and to make and carry out recommendations for change that will prevent future child deaths.

The CFPT reviewed 10 fatalities in 2015. Most were unpreventable. Potential system problems identified were undiagnosed genetic disorders and prenatal tobacco use contributing to the premature birth. Recommendations by the CFPT and CCPT were that new and potential parents be counseled and screened for genetic disorders and that pregnant women be encouraged and supported in stopping tobacco use.

C. 3<sup>rd</sup> Quarter Financial Reports and D. 3<sup>rd</sup> Quarter Billing Dashboard Reports

Rebecca Crawford, Finance & Administrative Services Division Director, gave a report on the 3<sup>rd</sup> quarter revenue and billing accuracy. Her report is as follows:

- Total Health Department Revenue: Average YTD monthly revenue in FY16 after the 3<sup>rd</sup> Quarter is \$230k/month or \$2.8 million YTD, representing 70.6% of our overall budgeted revenue for the year. This is an increase from an average of \$218k/month in FY15. Expenses were slightly lower than revenues at 67.8%.
- Total Billing Accuracy: Continuing with the goal of 90% billing accuracy set in FY 14-15, the average billing accuracy rate for medical three quarters of the way through FY 15-16 is 86% as compared to 92% in FY 14-15 and the average rate for dental for FY 15-16 is 93% as compared to 94% in FY 14-15.
- Dental Earned Revenue by Source: The FY 15-16 average monthly revenue (\$40k/month) is slightly below our budget projection (\$45k/month) but still above our FY 14-15 average of \$36k/month. FY 15-16 dental revenue totaled \$483k at the end of the third quarter. Dental earned revenue will most likely continue to increase each month as our new dentist adds more clients to her schedule.
- Medical Earned Revenue by Source: Medical earned revenue is currently below the budgeted projection for FY 15-16. The monthly average after the third quarter (\$46k/month) is lower than FY15 (\$50k/y) and our budget projection (\$50k/month). This was mainly due to holding Maternal Health encounters for Global Billing (billing multiple encounters at the end of the pregnancy) and holding multiple program encounters until we come to a resolution with Medicaid of an acceptable method to bill same day appointments, which we resolved in late December. March and April showed monthly revenue totals of \$50k and \$57k respectfully and we anticipate these monthly totals will stay at this level for the remainder of the fiscal year.

**VI. Action Items (Non-Consent)**

A. 2016-2018 Strategic Plan

Meredith Stewart, Public Health Program Manager, began by stating that the three subcommittees (Physical Activity and Nutrition, Substance Abuse and Mental Health, and Social Determinants of Health) met and their representatives provided their recommended focus areas and action steps for inclusion in the 2016-2018 Board of Health Strategic Plan. The recommendations were formed using guidance and data obtained from the 2015 Community

Health Assessment as well as input from staff and Board subcommittees. The BOH members discussed each subcommittee's focus areas and action steps. The 2016-2018 Strategic Plan can be assessed on the Board of Health website or by clicking the link below <http://www.orangecountync.gov/departments/health/BOH%20Strategic%20Plan%202016-2018%20-%20FINAL.pdf>

***The BOH members had questions that were addressed by Ms. Stewart, Ashley Mercer, Healthy Carolinians Coordinator, and Dr. Bridger.***

***Motion to accept the 2016-2018 Strategic Plan was made by Sam Lasris, seconded by Jessica Frega and carried without dissent.***

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

### **A. Health Director Report**

In addition to the Health Director's report, Dr. Bridger thanked Meredith Stewart for her contributions while at the OCHD. This BOH meeting will be her last as she will be leaving the OCHD to attend law school. Dr. Bridger also introduced Coby Austin who will act as the interim after Ms. Stewart's departure.

### **B. Media Items**

***Media items were in the packet which focused on Orange County's events and our involvement in various efforts.***

## **VIII. Board Comments**

Susan Elmore congratulated the OCHD on winning the walking challenge. Dr. Bridger mentioned that the integrated behavioral health position has been filled and that she'll start within one month.

## **IX. Adjournment**

***A motion was made by Jessica Frega to adjourn the meeting at 8:30 p.m., was seconded by Mia Burroughs and carried without dissent.***

**The next Board of Health Meeting will be held August 24, 2016 at the Orange County Health Department, 300 West Tryon Street, Hillsborough, NC at 7:00 p.m.**

Respectfully submitted,

Colleen Bridger, MPH, PhD  
Orange County Health Director  
Secretary to the Board