

MINUTES
ORANGE COUNTY BOARD OF HEALTH
January 18, 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 January 18, 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; Paul Chelminski; Mike Carstens; Michael Wood; Anissa Vines

BOARD OF HEALTH MEMBERS ABSENT: Corey Davis, Susan Elmore, and Carol Haggerty

STAFF PRESENT: Colleen Bridger, Health Director; Pam McCall Nursing Director Director; Erin Langston Finance and Administrative Operations Division Director, Tom Konsler, Environmental Health Division Director; Donna King, Health Promotions and Education Director; Carla Julian, Dental Clinic Manager; Lisa Smith, Administrative Assistant; Rhea Comar; Jennifer Brown; Cristina Sansone; Nidhi Sachdeva

GUESTS PRESENT: None

Welcome and Introductions

Tony Whitaker, Chair, called the meeting to order at 7:15 p.m. Several new Health Department staff introduced themselves to Board of Health Members.

I. Approval of January 18, 2012 Agenda

Motion to approve the Agenda of January 18, 2012 was made by Steve Yuhasz, seconded by Matthew Kelm, and carried without dissent.

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

III. Action Items (Consent)

A. Minutes approval of November 20, 2011 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 November 30, 2011

Motion to approve the consent agenda items was made by Steve Yuhasz, seconded by Anissa Vines, and carried without dissent.

IV. Reports and Discussion with Possible Action

A. FY 11-12 Q2 Financial Report

Erin Langston Finance and Administrative Operations director reported that 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 43.4% collected. Expenditures are also slightly under the target at 43%.

B. Reducing Health Disparities Grant

AccessCare is partnering with UNC Family Medicine for a recently awarded Reducing Health Disparities Grant from the Office of Minority Health and Health Disparities that focuses on African Americans and Latinos living with diabetes and heart disease. As a subcontractor to UNC Family Medicine, the Orange County Health Department Nutrition Program will offer medical nutrition therapy and diabetes self-management education to referred patients over the 16 month project. OCHD will also provide data to track outcome measures.

Phase one funding (February – May 2012): \$19,586

Phase 2 funding (June 2012 – May 2013): \$59,410

Motion to accept grant award of \$78,996 and forward to Board of County Commissioners was made by Mike Carstens seconded by Liska Lackey, and carried without dissent.

C. Joint BOCC/BOH Meeting

The Board will be meeting with the Board of Commissioners on April 19 beginning at 5:30. There was some discussion on what the board of health members would like to present to the board of county commissioners. The strategic plans, tobacco policy, brief report on the consolidated dental clinic were some of the possible areas for discussion. The board will talk more before the April meeting and finalize the agenda topics.

D. 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. No informational items presented were selected for discussion or questions at this meeting.

Dr. Bridger gave her Health Director's report

- **Staff**

- New Nursing Director, Pam McCall started January 9
- Still struggling to fill the Billing Administrative Officer position created during last year's reorganization. May consider changing position classification or contracting with another Health Department.
- Cathy Glassock (Clinical Services Supervisor) announced her retirement effective end of March.
- Erik Johnson, Environmental Health Specialist resigned to work in Pender County.

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- Still have to request waivers if we want to fill a position without a 6 month wait.
- **Personnel**
 - Only one personnel action since last report, so things are slowing down
- **Vehicles**
 - The meeting referenced in last month's report about replacing totaled vehicles (we had two that were never replaced) resulted in some positive news that we may get replacements for those vehicles in the next several months.
 - We also have "made the list" of vehicles Asset Management recommends replacing in the upcoming budget cycle.
- **Budget**
 - We will be presenting the Health Department's budget for your consideration and approval at the Board of Health meeting in February.
 - It is due to the County by March 3.
 - Currently our expenses look great, but our revenues are lagging. This has implications for where we set our revenue projections for next year.
- **Dental**
 - Carla Julian has been spending a lot of time in Dental learning the ropes the transition period is going well and we are on the right track for improvements in the Dental Clinic
 - An open house is being planned for the Dental Clinic. Date to be some time in February.

V. Board of Health Priority Setting Exercise

Board of Health Members were given 12 Issue Briefs staff has prepared. The issue briefs were Access to Health Care/Insurance, Built Environment, Environmental Health, Childhood Obesity, Chronic Disease, Injury, Cancer, Nutrition, Oral Health, Physical Activity, Substance Abuse/Mental Health, and Adolescent Health. These issues came from the Community Health Assessment and the Board of Health feedback regarding Board of Health priorities. BOH Members we asked to review each of the briefs and give some thought to the issues they believe should be a priority for the next 3-5 years. Each issue brief gives specific examples of interventions the BOH could be involved in to address that particular issue. Each BOH member was given six stickers to use to assign their vote to six issues they believe should be a priority. Once the top six issues were selected, some time was spent discussing how the BOH members felt about each of those issues. The next step each BOH member was given three stickers to use to assign their vote to the three issues they feel should be a priority. The three areas that the BOH members came up with were Access to Care, Substance Abuse/Mental Health, Child and Family Obesity. Colleen will be looking for staff to volunteer to work with the board to develop the strategic plan for these priorities. To accomplish this we will need to form a team for each priority consisting of 1-2 Board of Health members, 3-4 Health Department staff and maybe an area expert (especially for Mental Health). The groups will do their work in March and April and present their recommendations in May .If the BOH is satisfied they will vote to accept the plan, if not we will bring back revisions for a vote in June. The effective date will be July 1, 2012.

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VI. Board Comments

VII. Adjournment

Motion to adjourn the meeting at 8:35 p.m. was made by Mike Carstens, seconded by Michael Wood, and carried without dissent.

The next Board of Health Meeting will be held February 22, 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**

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