

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 October 22, 2014, at the Orange County Health Department, 300 West Tryon Street, Hillsborough, NC.

BOARD OF HEALTH MEMBERS PRESENT: Corey Davis, Chair; Susan Elmore, Vice Chair; Paul Chelminski, Tony Whitaker, Liska Lackey, Michael Carstens, Matthew Kelm, Nick Galvez, Sam Lasris, Esther Earbin and Commissioner Bernadette Pelissier

BOARD OF HEALTH MEMBERS ABSENT:

STAFF PRESENT: Dr. Colleen Bridger, Health Director; Tersee Flores, Administrative Assistant II; Donna King, Public Health Education Director; Pam McCall, Public Health Nursing Director; Coby Austin, Financial and Administrative Services Division Director; Alan Clapp, Environmental Health Director; Stacy Shelp, Communications Manager; Meredith Stewart, Public Health Program Manager; Ashley Mercer, Health Carolinians Coordinator; Crystal Coston, Medical Office Assistant; Evy Nunez, Medical Office Assistant; Anjail Woods, Medical Office Assistant; Ana Salas, Dental Assistant and Susie Eudy, Dental Office Assistant;

GUESTS PRESENT: Bonnie Hammersley, County Manager and Sylvia Compton, Winston Salem State RN to BSN student.

I. Welcome

Dr. Bridger introduced new staff members: Crystal Coston, Medical Office Assistant; Evy Nunez, Medical Office Assistant; Anjail Woods, Medical Office Assistant; Ana Salas, Dental Assistant and Susie Eudy, Dental Office Assistant.

Dr. Bridger introduced County Manager Bonnie Hammersley who shared a few words with all present.

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

III. Approval of October 22, 2014 Agenda

Motion was made by Matthew Kelm to approve the agenda, seconded by Nick Galvez and carried without dissent.

IV. Action Items (Consent)

A. Minutes Approval of September 24, 2014 Meeting

Motion was made by Liska Lackey to approve the September 24, 2014 meeting minutes, seconded by Tony Whitaker and carried without dissent.

V. Educational Session

A. HCOC Annual Update

Ashley Mercer, OCHD Senior Public Health Educator, Health Carolinians Coordinator provided a brief update on Healthy Carolinians of Orange County (HCOC). It held its annual meeting on Friday September 26th at the UNC Friday Center and welcomed Dr. Betina Jean-Louis, Director of Evaluation with the Harlem Children's Zone (HCZ). The meeting was facilitated by Liska Lackey, Chair and Board of Health member. Liska summarized who HCOC is, how/when HCOC got started, HCOC's priority areas, what HCOC does, who makes up HCOC, and what HCOC has been up to over the past year.

Ashley Mercer summarized the 2013-2014 successes of each committee which consisted of Access to Care, Health Promotion (Chronic Disease: Exercise and Nutrition) and Mental Health and Substance Abuse.

B. 1st Quarter Financial Reports

Coby Austin reported on the 1st Quarter Financial Report which was included in the packet. For the reporting period July 1, 2014 through September 30, 2014 the department received 21% of total budgeted county and non-county revenue. Actual expenditures, not including encumbrances, are also at 21% of total budgeted expenditures.

Coby pointed out Dental is at 24% of its budget revenue for this quarter, this time last year they were at 8%. The budget listed in this report reflects the removal of the Triple P grant (\$64,209) and the inclusion of the Meaningful Use Incentive (\$42,500) and other budget adjustments.

Overall, actuals to budgeted amounts for both revenue and expenditures are on track and we anticipate meeting targeted budget projections for the current fiscal year.

C. 1st Quarter Billing Dashboard Reports

Coby Austin gave a summary on the 1st Quarter Billing Dashboard Reports. The dashboard shows that we are currently billing at an average of 80% accuracy. The

monthly revenue for the 1st Quarter is \$174k/month, which represents 21% of our overall budgeted revenue for the year.

Medical increased its billing accuracy by 11% from 73% in FY 12-13 to 84% in FY 13-14. Dental earned revenue has consistently increased from year to year, and our current average monthly revenue (\$31.5k/month) nearly meets our budget projection (\$32.3k/month). She noted that our billing accuracy measure now includes both Medical and Dental claims.

Coby mentioned it is difficult to see a trend so early in the year because of the lag in payments. Although our current billing accuracy measure is in the low 80% for the first couple months of this fiscal year, we expect that to increase as payments are made against claims. We are pleased to see that Medical's billing accuracy for Medicaid and insurance is between 96 – 99% for these first months. The methods we use for calculating overall billing accuracy are fairly conservative, however, and 90% is an aggressive, but achievable goal for this year.

The BOH members had several questions that were addressed by Coby Austin and Dr. Bridger.

VI. Action Items (Non Consent)

A. Board of Health Policy Review

To meet accreditation standards, the Board of Health is required to review their Policies & Procedures each year. Coby Austin reviewed the recommended edits to the Fee and Eligibility Policy and Dr. Bridger summarized highlights of other proposed policy edits noted in the Board abstract and packet.

The BOH members had several questions, suggestions and discussion that were addressed by Dr. Bridger.

The BOH recommended that legal be consulted regarding one proposed edit to the policy: It has been proposed that clients with insurance who are eligible for the sliding fee scale (based on verified residency and income) have the appropriate sliding fee applied to payments against their deductible. Unless otherwise required, copayments will be collected in full.

The BOH agreed that an updated version of the policy that incorporates input from the county's legal counsel would be put on the consent agenda for the November meeting.

VII. Reports and Discussion with Possible Action

A. Orange County Advisory Boards Summary

The Board of Health identified action steps related to engagement in the 2014-2016 Strategic Plan. One of these action steps is to receive quarterly updates on actions of other Orange County advisory boards that relate to the BOH strategic plan priorities.

Meredith Stewart provided a summary of pertinent actions or information from Orange County advisory boards from July 2014 to October 2014. Some boards being tracked do not have updates included because they do not pertain to the BOH's priorities or they were not available at the time of the report.

B. Orange Unified Transportation Board (OUTBoard) Seat Request

Meredith Stewart led a discussion on the OUTBoard Seat Request. In Orange County, one of the primary decision-making bodies at the county-level for the built environment is the Orange Unified Transportation Board (OUTBoard).

A seat on the OUTBoard for the Board of Health would provide a formal opportunity for the Board of Health to ensure the inclusion of health considerations in roadway and transportation planning and decisions. Accordingly, seeking a Board of Health seat was included as an action step in the 2014-2016 Board of Health strategic plan.

A decision was made to:

- Pursue a seat on the OUTBoard through the appropriate pathway.
- Board of Health Member Esther Earbin to serve on the OUTBoard.

C. Health Director's Report

There were no questions from the board regarding the Health Director's Report included in the packet. Dr. Bridger gave a brief update on the Ebola Virus.

D. Media Items

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

VIII. Closed Session to Discuss Health Director's Annual Review

Pursuant to NCGS 143-318.11(a) 6 the Board of Health entered into closed session to discuss the Health Director's Annual Review.

Action taken in the closed session: The Board of Health unanimously voted to evaluate Dr. Bridger's job performance as "Exceptional" for this year.

IX. Board Comments

No additional comments given.

X. Adjournment

Chair Davis adjourned the meeting at 9:15.

The next Board of Health Meeting will be held November 19, 2014 at the Orange County Health Department, 300 West Tryon Street, Hillsborough, NC at 7:00 p.m.

Respectfully submitted,

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