

**SURRY COUNTY HEALTH AND NUTRITION CENTER  
118 HAMBY STREET • DOBSON, NC 27017**

**SURRY COUNTY BOARD OF HEALTH  
MEETING NOTES, REGULAR**

**DATE: JANUARY 14, 2019**  
**TIME: 6:00PM**  
**LOCATION: SCH&NC CLASSROOM**

**MEETING OBJECTIVES**

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- Approval of Minutes
- Program Highlights
- 2018 Orientation/Annual Training Signatures
- 2019 Strategic Planning
- 2019 BOH Goals
- Fee Schedule, Debt Set-Off, & Debt Write-Off
- Health Director Reports
- Public Comment

**BOH MEMBERS PRESENT**

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Ms. Debbie Cave, Chair	Ms. Barbara Long
Dr. Michael Gentry	Dr. Drew Nowlin
Dr. Mark Hauser	Ms. Emma Jean Tucker
Mr. Larry Johnson, Commissioner	Mr. J. Wade White, Jr.
Mr. Eddie Jordan, Vice-Chair	

**SURRY COUNTY HEALTH & NUTRITION CENTER PRESENT**

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Ms. Samantha Ange, Health Director	Ms. Alex Pruitt, Assistant Nursing Director
Ms. Yvonne Lambert, Admin Assistant I	Ms. Maggie Simmons, Assistant Health Director

**WELCOME AND CALL TO MEETING— MS. DEBBIE CAVE, CHAIR**

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Ms. Debbie Cave, BOH Chair, welcomed everyone with call to order at 6:03pm and introduction of Ms. Alex Pruitt, Assistant Nursing Director.

**PROGRAM HIGHLIGHT – MS. ALEX PRUITT, ASSISTANT NURSING DIRECTOR**

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- Communicable Disease and Clinical Services Presentation
  - Programs covered in presentation were Communicable Disease and Immunizations
  - See attached PowerPoint

*Discussion regarding Hep C & A, jail health, program budgets, school nursing/School Nurse Funding Initiative (SNIFI), and immunization's vaccine/ancillary costs.*

**MEMBER TRANSITIONS – MS. DEBBIE CAVE**

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- Dental and Optometrist Open Positions
  - Dr. Drew Nowlin suggests Dr. M. Sumner for the dental position and offered to make contact.
  - No prospects for the optometry position suggested. Recruitment letters will have to be mailed.

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**OLD BUSINESS – MS. DEBBIE CAVE**

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- October 08, 2018 Minutes

*Minutes reviewed by members with no changes noted. Motion made by Mr. Wade White, Jr. to approve minutes as written. Motion seconded by Ms. Emma Jean Tucker. Motion approved.*

- 2018 Orientation/Annual Training
  - Members annotated completion of their 2018 Annual/Orientation Training with signatures.

**NEW BUSINESS – MS. SAMANTHA B. ANGE, HEALTH DIRECTOR**

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- 2019 Board of Health Goals and Health Center Strategic Planning—Ms. Samantha B. Ange passed around the updated 2018 SCHNC Strategic Plan and reviewed with member for determination that 2018 goals were met. She then passed around and reviewed the 2019 Strategic Plan inclusive of the agency goals for the year.
  - See attached Health & Nutrition Center Strategic Plan.

*Board discussion of staff numbers, strategic planning procedures, goals, patient/client building areas, WIFI for BOH and public, program location restructuring, and budget planning. Follow-up discussion of supporting and maintaining Health Department goals as the main Board of Health goals for 2019. Motion made by Ms. Barbara Long to approve the goals for the Health & Nutrition Center as laid out in the 2019 Strategic Plan and adopt those same goals, as presented, for this Board of Health. Motion seconded by Mr. Wade White, Jr. Motion approved.*

- Finance
  - Fee Schedules:
    - Medicaid and Medicare update fee schedules per calendar year and fees are effective January 1.
    - Vaccine companies update per calendar year with some being effective January and others February.
    - 340B Drugs for FP and STD clinics are updated quarterly and must be billed to Medicaid at cost to avoid penalties.
    - LabCorp updates per fiscal year with fees effective July 1.
    - Meds that are ordered for Pediatrics and Primary Care clinics (not 340B), ordered through Cardinal, also change quarterly.
    - As noted above, fees are in constant flux from factors outside of the control of our Health & Nutrition Center but will update the Board of changes, as needed.
  - NC Debt Set-Off Collection for 2018 - \$13,550.84
  - SCHNC Bad Debt Write-Off for 2018:
    - Medical - \$3,415.73
    - Dental - \$9,810.56

*Discussion of what is Debt Set-Off/Debt Write-Off, how to collection works, claim denials, past collection efforts, and how these figures compare to last fiscal year. Motion made by Dr. Mark Hauser to approve Health & Nutrition Center Fee Schedules with understanding that Health Director can approve minor changes throughout the year. NC Debt Set-Off, and Health & Nutrition Center Bad Debt Write-Off. Motion seconded by Dr. Drew Nowlin. Motion passed.*

**HEALTH DIRECTOR REPORTS – MS. MAGGIE SIMMONS**

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- Current Health & Nutrition Center Budget FY 2018-2019
  - The total spending amount year to date was projected for 42.0% with the Center showing under budget at 37.8%.

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*Board discussion on budgeted bioterrorism program, its purpose, training, and news of a suspect package delivery to a local agency which was treated as a possible anthrax threat. Board voiced pride regarding Health & Nutrition Center's diligence in staying within and below projected budget each month.*

- The new 2019 BOH meeting schedule was attached to meeting reminder email.
- The Board of Health Member Listing was passed around for corrections and updates.
- Health Director Update
  - Preping with Leadership Team for FY 2019-2020 Budgets, 2019 Accreditation, Opioid Trainings.
  - Ms. Samantha Ange is appointed:
    - to the NC Community Care Network Board
    - as Chair for the NWPPH Region 3 Health Director Meetings
      - North Carolina is considering budgeting monies to Health Department (HD) Regions instead of to individual HDs.
      - HDs are considering how that might work and possible outcomes.

*Discussion regarding how different agencies have different regions/districts, concern that larger counties might have a negative impact on smaller county budgets, and how would monies be distributed within the region.*

- Audits/Surveys
  - Audits/Surveys were passed around for review without member comment.
  - New Audit for Environmental Health due to removal of a question.
  - Surveys show satisfaction with clinic days/hours of operation.
- Media Distribution
  - Received as sent.

**PUBLIC COMMENT**

- No public comment at this meeting.

**ADJOURNMENT – MS. DEBBIE CAVE**

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*Motion to adjourn by Mr. Wade White, Jr. Motion seconded by Ms. Emma Jean Tucker. Motion passed.*

**RESPECTFULLY SUBMITTED BY MS. SAMANTHA ANGE**

**NEXT MEETING DATE**

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Program Highlights will be SOTCH, Community Health Assessment, Child Health Report, and Child Fatality Prevention Report.

**Date:** March 11, 2019

**Time:** 6:00 PM

**Location:** Surry County Health & Nutrition Center Classroom, Dobson