

CITY-COUNTY BOARD OF HEALTH MINUTES
Monthly Board Meeting
August 28, 2012

PRESENT: Sharon Buhr, Chair
Dr. James Buhr, Secretary
Dr. Madeline Luke
Tom Overn, Vice Chair
Cindy Schwehr

ABSENT: None.

ALSO PRESENT: Theresa Will, RN, Director
Angie Martin, CCHD Office Mgr.
David Luessen, Times-Record reporter

CALL TO ORDER: Meeting was called to order at 4:09 p.m. by Sharon Buhr, Chair, in the County Commission room in the Barnes County Courthouse.

AGENDA: The agenda was approved as printed.

MINUTES: Dr. Buhr moved to approve the minutes of the July 24, 2012 meeting as printed. Second by Luke. Unanimous vote, motion carried.

DIRECTOR'S REPORT: The Board reviewed the Director's Report. Will noted that Julia Anderson, R.N., corrections (jail) nurse, will begin doing rapid HIV (finger stick) testing in the jail after state training is provided. The state has provided the Orasure (oral) HIV testing kit to this point. Anderson is also looking into HCV (Hepatitis C) testing. Will was unsure if there will be an additional cost for testing at this point but will find out more after Anderson receives the required training.

VOUCHERED EXPENSES: Luke moved, Dr. Buhr seconded a motion to approve the vouchered expenses for August/September. Unanimous vote, motion carried.

FINANCIAL REPORT: The financial report was reviewed. Overall, CCHD is on track for our budget at 58%. Home Health is still showing a deficit, though there is still a significant amount of revenue yet to come in. Will continues to monitor time and expenses closely. She believes Home Health should basically break even by the end of the year. We are still talking with BCBS as far as them allowing services previously covered through the Chronic Disease Management (CDM) grant. Dr. Dwelle has talked to ASTHO (Association of State and Territorial Health Officials) regarding the state-proposed CDM project. They are doing a case study on the program. Brad Gibbons, Office of Rural Health, submitted the Tri-County CDM program to National Organization of State Officers of Rural Health as an innovative program in our state that could be a model in other rural areas.

OLD BUSINESS: Achieve grant: Nothing new at this time.

Electronic Medical Records: Will continues to look at various programs. Discussion tabled.

Community Health Assessment: Held Aug. 28 at the Health Education Center at Mercy Hospital. Dr. Pickard and Kelly Nagel, NDDoH, facilitated. Good participation and representation. Prioritizing what the community wanted to do was a bit difficult. Chronic disease management/obesity was the top concern, followed by emotional health, substance abuse and unintentional injury.

Overby Scholarship: Letters are prepared to go out soon.

NEW BUSINESS: The proposed 2013 budget was discussed. Board agreed to seek the 5-mill levy allowed under the North Dakota Century Code from the county. Will noted that in 2012, 5 mills equaled \$282,301. 5 mills in 2013 will equal \$313,292. We ended last year with \$587,305 in the cash reserve. Dr. Buhr moved that City-County Health District ask for 5 mills from the county as allowed by North Dakota Century Code. Second by Luke. Unanimous vote, motion carried. Further budget discussion followed. Board looked at possible 3% and 5% staff wage/salary increases (other increases could be figured for next Board meeting). Board members opted for the 3% increase. There is currently a \$1.5 million increase for public health in the state's optional budget and a request of \$4 million to work on additional regional networks. The total proposed CCHD 2013 budget is about \$65,000 less than last year's budget. Board questioned if there was a plan or grant available from the state for an electronic medical record system. Luke suggested looking into CPRS, the VA's EMR system, which she thought was free. Further action on the 2013 budget tabled until the next meeting.

Zostavax vaccine availability at CCHD discussed. A free billing program called TransActRx will be utilized enabling CCHD to bill to Medicare Part D, much like the pharmacies. The cost of the vaccine is \$205 including the administration fee. Will noted that ACIP and CDC have approved Zostavax for adults age 60 and older. The FDA has approved it for age 50 and older. The Board approved CCHD giving Zostavax to adults age 60 and older at this time, subject to change if ACIP and CDC lower their age guidelines. Dr. Buhr, health officer, signed the updated vaccine authorization for CCHD.

Policies/Forms:

- Blood Glucose Monitor policy
- CLIA – Controls used for lab tests under the CLIA waiver policy
- Cholestech LDX Analyzer policy

Dr. Buhr made a motion to approve all three policies as presented. Second by Schwehr. Unanimous vote, motion carried.

ADJOURNMENT: With no further business before the Board, the meeting adjourned at 5:05 p.m. The next meeting will be **Tuesday, Sept. 25, 2012 at 4 p.m.** in the County Commission room.

Respectfully submitted,

Dr. James Buhr, Secretary