

# Wayne County Board of Health

## Minutes

Regular Meeting     Special Meeting

April 11, 2018 @ 12:15PM

Wayne County Health Department

3<sup>rd</sup> Floor Conference Room

301 N. Herman Street, Box CC Goldsboro, NC 27530

o **Call to Order**

The meeting was called to order by Dr. Rick Sessions at 12:15PM

<b>Members Present</b>	Ms. Pam Anderson, Registered Nurse Member; Mr. Robert Cagle, Chairperson, Engineer Member; Mr. Edward Cromartie, Commissioner; Mr. Charles Gibson, Public Member; Dr. Thurston Greenwood, Dentist Member; Dr. Allan Harvin, Physician Member Mr. Davin Madden, Health Director; Dr. Rick Sessions, Pharmacist Member; Mr. Steve Vann, Public Member and Dr. Anthony Woolet, Optometrist.
<b>Members Absent</b>	Mr. James Faulk, Jr., Public Member and Dr. Osborne Wilder, Veterinarian Member.
<b>Staff Members Present</b>	Kay Arnett, Debra Barfield, Fran Belton, Bonnie Bruce, Bonnie Crouse, Celita Graham, Leah Grimmer, Stephanie Howard, Tiffany Miller, Sandi Morrissey, Chelsey Shipp, Dr. James Stackhouse, Ken Stern, Susie Teachey, Rose Wagner, Wanda Westbrook and Brenna Wolfe.
<b>Others Present</b>	Phyllis Moore - <i>Goldsboro News Argus</i>

A quorum was established with nine member's present and two members absent.

o **Invocation:** Dr. Rick Sessions

o **Introduction of Guests:** None

o **Approval of Meeting Agenda**

- Mr. Gibson made a motion to approve the agenda as emailed. Mr. Cagle seconded the motion. The motion passed unanimously.

o **Approval of March 14, 2018 Minutes**

- Mr. Gibson made a motion to approve the March 14, 2018 Minutes as emailed to the Board. Mr. Cromartie seconded the motion. The motion passed unanimously.

**CONSENT AGENDA**

o **New Employee Introduction:**

- Kay Arnett, Processing Assistant, TB
- Bonnie Bruce, Physician Extender, Maternity
- Chelsey Shipp, Registered Nurse, Maternity

<b>HEALTH DEPARTMENT REPORTS</b>	
<b>Finance Report</b>	<p><b><u>Revenue Report:</u></b></p> <p>Ken Stern reviewed the Revenue Report spreadsheet by program through March 2018. This report shows how much Revenue the Health Department has collected by various funding sources and by programs.</p> <p>Mr. Stern stated the Health Department is tracking better than anticipated so far this year. This is due to the Medicaid Cost Settlement we have received.</p> <p>We are beginning to receive Revenue this month in the Dental program. Thanks to Susie Teachey and her staff, they have worked out the bugs with the billing in NC Tracks and HIS. The steady stream of the Dental Unit should continue.</p> <p><b><u>Budget Report:</u></b></p> <p>Mr. Stern introduced Leah Grimmer to present the proposed Budget for FY 2018-2019.</p> <p>Ms. Grimmer shared a PowerPoint presentation with the Board to include the following information:</p> <ul style="list-style-type: none"><li>• The Proposed Budget for FY 2018-19 is \$8,474,502. This is a 2.2% increase overall. It is a 7.3% increase in County Appropriations.</li><li>• Budget Development/Approval<ul style="list-style-type: none"><li>▪ The Budget begins to develop in January with managers.</li><li>▪ It is submitted to County Finance by April 4<sup>th</sup>.</li><li>▪ In two weeks, we will meet with the County Budget Team.</li><li>▪ It will then go to the County Commissioners for approval.</li></ul></li><li>• Revenues</li><li>• Projected Changes in Revenues</li><li>• Expenditures<ul style="list-style-type: none"><li>▪ Salaries and Fringe</li><li>▪ Assorted IT needs</li></ul></li><li>• Personnel Requests</li><li>• Goals vs. Outcomes<ul style="list-style-type: none"><li>▪ Employee retention and recruitment</li><li>▪ Revenue Enhancement</li></ul></li></ul> <p>Mr. Cagle made a motion to approve the proposed Budget for FY 2018-19 as presented to the Board. Dr. Greenwood seconded the motion. The</p>

	<p>motion passed unanimously.</p> <p>Mr. Madden stated we will meet with the County Manager and the Budget Team April 23<sup>rd</sup> at 10:00 am to review the Budget details. Once they look at the Budget, they will make any adjustments that they need to make. They will then ask us to make any adjustments they feel need to be made. After the adjustments are made, the Budget will be presented to the Board of Commissioners for final approval. I will have a report for the Board in the May Board meeting.</p>
<p><b>Health Director's Report:</b></p>	<p>Mr. Madden discussed the following:</p> <ul style="list-style-type: none"> <li>○ <u>Community Child Fatality Prevention Team Annual Report:</u> Mr. Madden stated this is a report we present to the Board each year, annually. The task force's duty is to look at all child deaths in Wayne County. We evaluate with our community partners on any system issues we can determine if need to be modified or changed in order to try to prevent those deaths from reoccurring. Mr. Madden shared the following additional data that was not in the report: There were 18 child deaths. <ul style="list-style-type: none"> <li>● Race Ethnicity: <ul style="list-style-type: none"> <li>▪ 7 White</li> <li>▪ 8 African/American</li> <li>▪ 3 Hispanic</li> </ul> </li> <li>● Age Category <ul style="list-style-type: none"> <li>▪ 6 - ≤ one year old</li> <li>▪ 3 - one year to five years old</li> <li>▪ 1 - six years to 10 years old</li> <li>▪ 5 - eleven years to 15 years old</li> <li>▪ 3 - seventeen years old</li> </ul> </li> <li>● Causes of Death <ul style="list-style-type: none"> <li>▪ Birth defects</li> <li>▪ Vehicle injuries</li> <li>▪ Suicide by firearm</li> <li>▪ Illnesses</li> <li>▪ Self inflicted injuries/suicide</li> </ul> </li> </ul> </li> </ul> <p>Mr. Madden stated this report is sent to the State CFPT Coordinator. It is also shared with the Board of Commissioners.</p>

- **Public Comments:** None
- **Old Business:** None
- **New Business**
  - **Action Item:**
    - FY18-19 Budget Approval: See Budget Report under "Finance Report".
- **Board Member Comments:** None

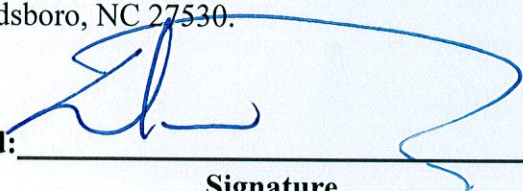
o **Adjournment**

Dr. Sessions made a motion to adjourn the meeting. The meeting was adjourned at 12:58PM.

o **Next Meeting Date**

May 9, 2018, 12:15PM, Wayne County Health Department, 3<sup>rd</sup> Floor Conference Room, 301 N. Herman St., Goldsboro, NC 27530.

Respectfully Submitted:



Signature

Secretary To Board

5/9/18  
Date