

Cass County Health Department

BOARD OF HEALTH

Regular Meeting

June 26, 2019

The Cass County Board of Health met at the Virginia office of the Cass County Health Department on June 26, 2019. President Lesley Newell called the meeting to order at 12:01 p.m.

Board of Health members attending the meeting were Lesley Newell, Joyce Brannan, Amy Parlier, Hollie Reid, Ron Aggertt, Ann Chelette and Josh Millard. Dr. Alan Deckard, ex-officio member, was also present.

Health Department employees present were Teresa Armstrong, Dirk Debergh, Tiffany Angelo, Linda Debergh, Jamie Epping and Brandi Hymes. Nicole Roegge was present to take the minutes of the meeting.

Approval of Minutes

A motion was made by Josh Millard and seconded by Amy Parlier to approve the minutes of the May meeting as presented. The motion carried with all in favor.

Approval of Financial Report

Teresa Armstrong, Administrator, reported that all dental claims for Dr. Babtunde have been billed out and payments are starting to come in. This has increased the dental revenue. All dental billing is now caught up.

Teresa also reported that on the detailed expense report that nursing home services are currently negative. This is because adjustments have been made from finalized invoices from the prior year when finally paid which results in a negative amount. These charges are for room and board for hospice patients living in a nursing home facility.

The Medicaid MCO's who were not previously paying on claims are now starting to pay their claims. Teresa reported that IPHCA has been meeting with HFS and helping this process to move along.

Teresa discussed the 340B Expense and Income Report that was included in the board packets this month. She was pleased to report that with the current management company the health department has made a net profit of \$66,162.60 for FY2019 so far. This is a great program for both the clinic and the patients.

A motion was made by Ron Aggertt and seconded by Amy Parlier to move \$1 million dollars from the checking account to the money market account that is currently earning the highest interest. The motion carried with all in favor.

A motion was made by Ann Chelette and seconded by Hollie Reid to approve the financial report as presented. The motion carried with all in favor.

## Administrator's Report

Teresa Armstrong, Administrator, welcomed Brandi Hymes to the meeting. She will be taking over for Jamie Epping who is retiring tomorrow. Her retirement party will be held at 2:00 in the large conference room. All Board of Health members are invited.

Teresa has been meeting with staff to prepare with the HRSA site visit which will be happening in October. She has also been working on the FTCA application which is due on Monday.

Teresa and Lisa have completed training on the Cyber Recruiter program and it should be going live soon. Training will then begin on the Cyber Train portion of the program.

Teresa reviewed the Cass County Health Department Risk Management Overview report for the year 2018 to current. In the report were the risk management goals and results for 2018 as well as all incident reports from January 2018 to present. There were no comments or questions on the report.

See handouts.

## Clinic Report

Tiffany Angelo, Clinic Director, reported that Abby Clark gave birth to a healthy baby boy yesterday. Mom and baby are both doing well.

Lindsey Booth has been hired as a behavioral health coordinator. She will supervisor staff as well as provide one on one counseling to patients. Lindsey will be working out of the Beardstown office. She will be starting at the end of July.

Dr. Curry has started working in the clinic and is doing very well. He is already asking to see 22 patients per day but things have been slow. He will be going on vacation for 3 weeks in late July so there hasn't been much of an attempt to advertise him until he returns from his trip. He has completed all of his MAT training and is just waiting for his license before he can start working in that program. Tiffany reported that he has already taught Emily lots of things in his short time of being here.

Tiffany reported that of the quality assurance measures being reported on this period 5 of the 6 measures either met goal or exceeded their compliance rate from the last reporting period. The only measure which did not meet or exceed was the asthma measure which only had two patients who were not compliant. Alerts have been placed on the patient's charts to make sure they become compliant on their next visit. The clinic met their childhood immunization goal for the first time since the measure was changed. There was no dental quality assurance measures this month.

See handouts.

## Maternal Child Health Report

Jamie Epping, Maternal Child Health Director, reported that she had nothing to add to her reports. She introduced Brandi Hymes who will be taking over as Maternal Child Health Director upon her retirement. President Lesley Newell thanked Jamie for her years of dedicated service to the Cass County Health Department.

See handout.

### Quality Assurance Report

See handout and discussion under clinic report.

### Old Business

There was no Old Business to report.

### New Business

A motion was made by Josh Millard and seconded by Amy Parlier to approve the following changes to the Cass County Health Department financial policies and procedures: revisions to the cash receipts procedure, revisions to fee for service payments policies and the addition of state loan repayment to the description of cost allocation methodology. The motion carried with all in favors.

A motion was made by Josh Millard and seconded by Amy Parlier to approve the following changes to the Cass County Health Clinic policies and procedures: addition of patient safety event policy, addition of preservation of health center documents related to legal claims to health center lawsuits. The motion carried with all in favor.

A motion was made by Josh Millard and seconded by Amy Parlier to approve the following changes to the Cass County Health Clinic Quality and Risk Management Plan: combined quality management and risk management plans, addition of risk management plan.

A motion was made by Ann Chelette and seconded by Hollie Reid to approve the Cass County Health Department Corporate Compliance policies with no changes. The motion carried with all in favor.

The FY 2020 Cass County Health Department Income and Expense budgets were reviewed by Teresa Armstrong. A motion was made by Ron Aggertt and seconded by Amy Parlier to approve the FY 2020 Cass County Health Department Income and Expense budgets as presented. The motion carried with all in favor.

The slate of officers was presented by Amy Parlier of the Nominating Committee. Lesley Newell was nominated for the position of President and Joyce Brannan was nominated for the position of Secretary/Treasurer. A motion was made by Hollie Reid and seconded by Ann Chelette to approve the slate of officers as presented. The motion carried with all in favor.

Teresa Armstrong, Administrator, reported that the current hours for the Cass County Health and Dental Clinics are as follows: Cass County Health Clinic Virginia is open Monday – Friday from 8:00 AM to 6:00 PM, Cass County Health Clinic Beardstown is open Monday – Friday from 8:00 AM to 6:00 PM, Cass County Dental Clinic Virginia is open Monday – Thursday from 7:30 AM to 5:30 PM. Health center services were also reviewed. A motion was made by Josh Millard and seconded by Amy Parlier to accept the hours and health center services for the Cass County Health and Dental Clinics. The motion carried with all in favor.

Ron Aggertt, Joyce Brannan, Amy Parlier, and Ann Chelette all agreed to reappointment for another 3 year term as their current terms will expire next month.

Adjournment

A motion was made by Amy Parlier and seconded by Ann Chelette to adjourn the meeting. The motion carried with all in favor. President Lesley Newell adjourned the meeting at 12:45 p.m.

Respectfully submitted,

Nicole Roegge, Admin. Asst.