

Cherokee County Health Department BOH Meeting Minutes
Monday September 14, 2015
5:30 p.m. – Health Department Conference Room

Members Present: Alan Keith, Curtis Brown, Mike Davis, Dr. Amanda Gambill, John Hyer, and CB McKinnon and Audrey Hughes

Absent: Dr. Mark Gilbert and Dr. Don Ambler

Press: No press was present

Public Present: No public present

Public Comment: None

Meeting Call to Order: Chairman Alan Keith called the meeting to order

Invocation: Commissioner McKinnon gave the invocation

Approval of minutes: Members reviewed and approved the minutes for the July 11th meeting, with the motion to approve being made by Mike Davis and the second from Amanda Gambill.

Departmental Reports: Copies of the departmental reports were given to each member for review. Towanna noted there was no unusual information in the reports.

Health Director Comments:

WIC recently passed their state evaluation with flying colors.

Flu Vaccine Campaigning and Guardasil Report: Flu Vaccine Campaigning will begin on October 1. Many businesses, churches and schools are scheduled for an outreach flu clinic.

Guardasil: A brief overview of the Guardasil vaccine including those who should have the vaccine and what the vaccine protects from was shared.

Fee Approval: Proposed fees for all vaccines given by the health department were reviewed. Questions were asked and answers provided. Curtis Brown motioned to accept the fees as proposed. Amanda Gambill seconded the motion. Motion carried.

Approval of a new policy for the health department setting limits on employee's children at the workplace was requested. The proposal was questioned by Commissioner McKinnon. Towanna told the board that this policy had been presented to Melody Johnson, HR for Cherokee County and she had given her approval of the policy. The reason for the policy is to keep employee's children from being in the department during work time of their parent. Reasons for the policy include: liability, taking away from employee fulfilling their

work duty, HIPAA, OSHA, and most of all preventing the child from contracting contagious diseases and or being hurt in the facility. It was suggested that the director contact Randy and Scott Lindsey for their advise. Mike Davis asked for the policy approval request to be tabled until more information is available.

Kate B Reynolds Meeting: Towanna recently met with Abena Asante and Rebecca Olson, Board of Directors Member for the Kate B. Reynolds Trust to ask that the \$84,000.00 which was not paid to the CCHD during the first year of the grant period be given to the department now. This was a positive meeting and Towanna hopes the Kate B Board will approve this request. The boards permission to have a conversation with other providers in the area including the Smoky Mountain Urgent Care in Andrews to seek any interest they may have in working together with the Andrews School Based Health Clinic was requested. Mike Davis made the motion to approve this request. Curtis Brown seconded and the motion carried.

Electronic Health Records Update: The state is still not ready to go live with the HIS system that will be provided to all health departments which have not already purchased a system.

Ladies Night Out: We continue to partner with MMC to help provide Ladies Night Out monthly. Two of our RNs will be helping with the October meeting to provide Breast Cancer Awareness education and gifts.

Personnel Updates: To date we have only received one application for the Mid-Level Provider position which is open at Hiwassee Dam School Based Health Clinic.

Commissioners. After discussion, Alan Keith agreed to draft the letter of intention and submit it to the county manager.

Executive Session: No need for an Executive Session

Other Comments: It was noted that the General Statues for Public Health in North Carolina require on call staff at all times to accept communicable disease reports as required.

Being no further business, Chris Dickey made the motion to adjourn, seconded by Mike Davis. Alan Keith dismissed the group at 7:20 pm.

Next Board Meeting: The next board meeting will be held on Monday July 13th at 5:30 pm at the Murphy Health Department Conference Room.

Cherokee County Health Department
Board of Health
05/12/2015

Towanna Roberts, RN
Health Director

Alan Keith
Board Chairman