

Cass County Health Department

BOARD OF HEALTH

Regular Meeting  
December 19, 2018

The Cass County Board of Health met at Kesterson's Good Times in Virginia on December 19, 2018. President Lesley Newell called the meeting to order at 12:05 p.m.

Board of Health members attending the meeting were Lesley Newell, Joyce Brannan, Ron Aggertt, Amy Parlier, Hollie Reid and Ann Chelette.

Health department employees present were Teresa Armstrong, Dirk Debergh, Jamie Epping, Linda Debergh, Shelly Taylor, Lisa Clement, Andrew English, Kathy Newman and Amy Thompson. Nicole Roegge was present to take the minutes of the meeting.

Approval of Minutes

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

Financial Report

Teresa Armstrong, Administrator, reported that the 2018 fiscal year has come to a close. Revenues and expenses still continue to come in so Dirk will have revised financial reports at the January Board of Health meeting. Teresa also reported that the clinic's A/R continues to build as the Medicaid MCO's are still having payment issues. This is a problem all Medicaid providers are facing.

The group also reviewed the lease care reports and the 340B reports presented in their packets. Teresa pointed out that the new 340B program through 340Basics shows a net profit of \$92,172.45 for FY 2018. These funds go to help pay for services that are not billable through the clinic.

A motion was made by Amy Parlier 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, reported on various staff changes happening at the health department. Tara Landon has resigned her position. Teresa, Lisa and Keri are interviewing prospective candidates to fill this nurse/case manager role. Teresa also reported that Cheryl Smith will retire on January 24<sup>th</sup>. She will continue to work in the dental clinic one day a week. Jen Plunk has been hired to replace Cheryl as a full time hygienist and will begin working on December 31<sup>st</sup>. A locum dentist has been contracted to cover in the dental clinic while Dr. Watson is on maternity leave in February. He has visited the clinic and the staff really liked him. He will start on February 11<sup>th</sup>.

Teresa reported that Dr. Curry still does not have his Illinois license. Teresa has reached out to IPHCA to see if they could expedite the process and they were unable to help. Dr. Curry has decided to work another month at his previous job while he waits for the license to come through.

The HRSA Non Competing Continuation application for the HRSA grant has been completed and submitted. A copy of the application was included in the board member packets for review.

Teresa reported that the MAT program currently has 7 active patients. All is going well so far and the patients are doing great.

Teresa, Lisa, Keri and Amy Thompson have been working on developing a customer service training for health department employees. The first round of training has been presented to both Virginia and Beardstown front desk staff members. Teresa hopes to also incorporate the University of Illinois Extension poverty simulation as part of the training as well.

See handout.

### Clinic Report

Teresa Armstrong, Administrator, reported that the health clinic met or exceeded goal on 3 of the 6 measures they reported on during the reporting period. The immunization measure continues to be a struggle for the clinic as many patients are immigrants who already behind on immunizations when they come into the clinic and it is very difficult to catch them up.

Delaney Sieving and Tina Miller have been in the Beardstown office helping patients get signed up for the patient portal through Nextgen. Dr. Royeen needed to increase his number of patient's using the portal in order to meet Meaningful Use for the year. They have been doing a great job getting patients signed up to use this service.

Dr. Lee will be leaving the dental clinic at the end of December to pursue her dream of opening her own practice in the Chicago area. Teresa and Amy Thompson have discussed the possibility of hiring another full time dentist to replace Dr. Lee. Teresa feels that the patient volume is enough that two full time dentists could work from both a financial point of view as well as a patient access point of view.

See handout.

### Maternal Child Health Report

See handout.

### Quality Assurance Report

See handout.

### Old Business

There was no Old Business to report.

## New Business

The Non-Emergency Medical Transportation policy was presented to the Board of Health for approval. A motion was made by Ann Chelette and seconded by Hollie Reid to approve the Non-Emergency Medical Transportation policy as presented. The motion carried with all in favor.

The Quality Assurance section of the Substance Use Prevention Recovery (SUPR) Quality Management and Utilization Review was presented to the Board of Health for approval. A motion was made by Amy Parlier and seconded by Joyce Brannan to approve the Quality Assurance section of the Substance Use Prevention Recovery (SUPR) Quality Management and Utilization Review as presented. The motion carried with all in favor.

## Adjournment

A motion was made by Ron Aggertt and seconded by Amy Parlier to adjourn the meeting. The motion carried with all in favor. President Lesley Newell adjourned the meeting at 12:29 p.m.

Respectfully submitted,

Nicole Roegge, Admin. Asst.