

Cass County Health Department

BOARD OF HEALTH

Regular Meeting

January 23, 2019

The Cass County Board of Health met at the Virginia office of the Cass County Health Department on January 23, 2019. President Lesley Newell called the meeting to order at 12:02 p.m.

Board of Health members attending the meeting were Lesley Newell, Joyce Brannan, Amy Parlier, Hollie Reid and Josh Millard.

Health department employees present were Teresa Armstrong, Dirk Debergh, Tiffany Angelo and Shelly Taylor. Nicole Roegge was present to take the minutes of the meeting.

Approval of Minutes

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

Financial Report

Teresa Armstrong, Administrator, reported that two sets of financial reports were given to the board for this meeting. The first set discussed was the updated financial reports for November. All updates to the reports were highlighted on each report. Several contracts for grants were received in December including Local Health Protection, Lead, Vector and Tobacco which resulted in revenue being recognized for these programs.

The December financial reports were also presented. There were no major issues or concerns to report. Medicaid MCO's still continue to increase the A/R for the clinic. There is nothing the health department can do about this issue and will just have to wait it out.

Teresa also reported that DHS has informed her that WIC has been fully funded through the end of February. If the government shutdown continues past this date then WIC will have no funding and vouchers will not be able to be given to clients. They will at this point be instructed to utilize local food pantry's and food baskets until the shutdown is over.

See handouts.

Administrator's Report

Teresa Armstrong, Administrator, reported that Tara Landon is back to work for the health department in the same capacity as the MAT/case management nurse. Lynn Bohlmann, hospice chaplain, has given notice of her resignation. Jen Bell has been hired to take this position and her first day was earlier this week. Tracy Wisdom has resigned her part time Teen Reach position which was filled by Tyeleana Toquinto-Milner who was previously in the Teen Reach program. Anna Chisholm, clinic LPN, has given her notice this week so a new clinic nurse will be hired for the Beardstown office soon.

Teresa has completed the Substance Use Disorder and Mental Health Tri-Annual progress report. This report covered 9/1/2018 to 12/31/2018. Teresa reported that during this time period there were 7 patients receiving substance use disorder services which totaled 68 visits. There were also 157 mental health patients who had a total of 544 visits during the reporting period.

The construction project is still not fully completed. The electrician still needs to come and install a new transfer switch on the generator and complete several punch list items. The transfer switch should arrive on February 11th and will hopefully be installed shortly thereafter. The architect that was working on the project from Hurst-Rosche is no longer with the company.

Teresa and Tiffany have been working on their portion of the UDS report and have it completed. Dirk and Lisa still have some items for the report that they need to complete before it is submitted. Once the report is submitted then Teresa and Tiffany will have to address any errors that are generated. The report is due February 15th.

Teresa attended the Prairieland United Way allocation meeting in Jacksonville last week. The health department will complete applications for hospice, Teen Reach and the dental clinic just as they did last year.

Employees of the health department will be participating in a poverty simulation on February 28th. Many of the supervisors have already participated in this training so they will help run the program. This is conducted through the University of Illinois Extension. All board members are invited to attend as well.

Teresa reported that the clinic is still waiting on Dr. Curry to receive his Illinois license. She has reached out to IPHCA to help expedite the process but they have been unsuccessful so far. Dr. Curry continues to work at his office in Kentucky until the license is complete.

Teresa reported that Lisa Clement's human resources report is attached to her report. Lisa reports on all employee changes as well as any open FMLA cases and other HR activities.

See handout.

Clinic Report

Tiffany Angelo, Clinic Director, reported that she has been working on completing submission for Meaningful Use for Dr. Royeen. Staff worked very hard and the threshold was met during the last reporting period. The website needed to submit information is currently down.

Tiffany reported that the medical clinic is reporting on 9 quality measures this month. Of the 9 measures 5 measures increased or met their goals. The depression remission at 12 months measure is a fairly new measure for the clinic and they have increased from 0% compliance to 13%. The adult tobacco measure has changed slightly as well. Patients now must receive cessation every time they are screened and identify that they use tobacco. Staff will now start screening patients annually instead of at every visit. The ischemic vascular disease measure missed compliance by 1%. The hypertension measure went down 4%. Staff will be retrained to make sure they are rechecking any patient's blood pressure who is above 140/90 while they are in the office.

The dental clinic reported on two measures for the month. Their dental sealant retention measure was at 100% compliance for the reporting period. For the sealants to first molars measure they were at 79% compliance for the reporting period. There were 6 patients who had sealants planned but not completed.

See handouts.

Home Services Report

Shelly Taylor, Home Services Director, reported that auditors came from IDPH last week to conduct the home health audit. Overall it went very well with only a few issues regarding documentation that were noted. Shelly is still waiting for the final audit report which should be coming soon.

The nursing staff have been doing training on the new Oasis D requirements with Linda. This seems to be going well. There are 4 quality measures which the home services department are working on. Each nurse will be assigned to one quality measure in which they will become proficient and act as a super user. They will then help other staff members with questions and issues with the measures. This will hopefully improve QM numbers going forward.

The hospice volunteers participated in an evergreen wreath fundraiser over the Christmas months. It went very well with \$2600 in profits raised for the hospice program. The annual dinner fundraiser date has been set for March 30th at the Elks Club in Beardstown.

See handout.

Quality Assurance Report

Teresa Armstrong, Administrator, reviewed the clinic quality measure trend and quarterly comparison graphs that Linda created for her report.

Teresa also reviewed patient satisfaction survey comments for the hospice program. There were a few negative comments which were addressed with staff and discussed with the board during the meeting.

See handouts.

Old Business

There was no Old Business to report.

New Business

A motion was made by Hollie Reid and seconded by Amy Parlier to approve the Cass County Home Health policies and procedures as presented with no changes. The motion carried with all in favor.

A motion was made by Amy Parlier and seconded by Hollie Reid to approve the Cass-Schuyler Area Hospice policies and procedures as presented with no changes. The motion carried with all in favor.

A motion was made by Hollie Reid and seconded by Amy Parlier to approve the Home Services Emergency Operations plan as presented with no changes. The motion carried with all in favor.

A motion was made by Amy Parlier and seconded by Josh Millard to approve the Home Services Quality Management plan as presented with no changes. The motion carried with all in favor.

A motion was made by Amy Parlier and seconded by Joyce Brannan to approve the 2018 Cass County Health Department Annual Report with the noted changes. The motion carried with all in favor.

A motion was made by Joyce Brannan and seconded by Amy Parlier to approve the re-credentialing and re-privileging of Dr. Johnson. The motion carried with all in favor.

Adjournment

A motion was made by Amy Parlier and seconded by Joyce Brannan to adjourn the meeting. The motion carried with all in favor. President Lesley Newell adjourned the meeting at 12:55 p.m.

Respectfully submitted,

Nicole Roegge, Admin. Asst.