

Cass County Health Department

BOARD OF HEALTH

Regular Meeting

May 22, 2019

The Cass County Board of Health met at the Virginia office of the Cass County Health Department on May 22, 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 and Josh Millard.

Health Department employees present were Teresa Armstrong, Dirk Debergh, Andrew English and Linda Debergh. Nicole Roegge was present to take the minutes of the meeting.

Approval of Minutes

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

Approval of Financial Report

Teresa Armstrong, Administrator, reported that on the revenue and expense report it shows the clinic at \$43,135.39 in the red currently. This is because there were roughly \$96,000 worth of unbilled dental claims that could not be billed for the temporary dentist Dr. Babatunde. These claims have now been billed in the month of May as Dr. Babatunde was credentialed with most insurance companies. Teresa explained that there is still one Medicaid Managed Care company that they are still waiting on but there are very few claims for this company.

Teresa also reported that she will begin working on the annual budget which she will present at the next Board of Health meeting in June and will present to the county board on June 28th.

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 that she has submitted both the Integrated Behavioral Health Services and Oral Health Infrastructure grants earlier this month. With the Integrated Behavioral Health Services grant Teresa proposed that three additional behavioral health counselors would be hired. One of these would work in a supervisor role as a Behavioral Health Coordinator and one would work mainly in the Cass County school districts.

Teresa and Tiffany have been looking at a behavioral health software called Lifespan. The software could be linked to NextGen and would help staff with different screenings as well as the social determinates of health.

Teresa reported that the annual School Health Center Advisory Board meeting was held on May 3rd and it went very well. There was a lot of really good discussion between school district staff and employees. Behavioral health was a large focus of discussion for the meeting and the health clinic will continue to try and provide behavioral health services in the schools.

Teresa discussed the findings from the recent hospice audit from IDPH. Many of the issues the program were cited for were deficiencies in our contracts with the long term care facilities we work with as well as issues around the two Plan of Care's not being consistent. The Corrective Action Plan has been submitted to IDPH which they have called and asked us to make a couple of modifications to. Shelly and staff are now waiting to see if those changes have been accepted and whether or not they will return for another audit.

Teresa has looked a potential building to purchase in Beardstown. She is concerned there is not enough square footage but would be interested in talking with someone about the potential for adding on to the existing building. She will keep watching for other properties for sale in the Beardstown area as well.

See handout.

Clinic Report

Teresa Armstrong, Administrator, announced that Dr. Curry will be starting with the medical clinic on June 3rd. A new clinic coordinator has also been hired. Her name is Heather Tapscott and she started earlier this week. Lindsey Moser started in April as the new MAT counselor and she is doing great. She is running the program on her own now without any issues.

Teresa reported that the raised beds for the community garden project have been planted and are doing well. The community planting day was held a couple of weeks ago and a group of 4H kids helped get things planted. Our MAT patients are also helping with the garden during their weekly group meetings.

Teresa discussed the medical and dental clinic quality assurance measures for this month. The cervical cancer screening measure for the medical clinic was at 71% for the reporting period. Staff continue to get medical releases from patients who do not have their screenings done in the clinic so that records can be obtained. The Perinatal Birth Weight measure was down a bit during this reporting period as one of the babies who was born was less than 2500 grams. The baby was born two weeks early. Patient satisfaction surveys looked good. Virginia medical scores for overall satisfaction have went down each time but all scores still look good and all comments are positive. Dental reported on Caries Risk Assessment Completed which they were at 98% compliance.

See handouts.

Environmental Health Report

See handout.

Public Health Report

Andrew English, Public Health Coordinator, reported that he has been busy working on grant applications for IDPH. He has already submitted three grants and is working on submitting another by the end of this week. He is very happy that IDPH has gotten their grant applications out much sooner than in the past few years.

The Virginia 5K is coming up on June 8th. Andrew has started his preparations for this annual event. This will be the 10th year for the 5K.

See handout.

Quality Assurance Report

Linda Debergh, Quality Assurance Nurse, reported that she has been working on revising the hospice long term care facility contracts for the hospice audit.

Linda discussed the following policy/procedure revisions which will be approved in New Business:

Communicating Information to Persons with Sensory Impairments: added that “Staff will place a call to our electronic translation service” (OR “a contracted interpreter”).

HC Cancellation: Added “Nurse/MA/CAN will contact any patient who has no-showed or cancelled any appointment to encourage them to follow up or reschedule their appointment.”

General: Added CAN ability to perform most procedures that a Medical Assistant performs.

Zero Income Affidavit/Consideration of Hardship: Required to meet with Clinic Coordinator, Clinic Director, or Administrator for approval.

Medical/Dental/Behavioral Health QA and Peer Reviews: Added dental and behavioral health QA and peer review process.

Recording Patient Payments: Replaced “logged on the daily appointment sheet” with “entered into the daily work batch that is created for each program”.

Dental Services Provided: Added silver diamide fluoride; crowns and crown preps.

Linda also discussed the provider breakdown graphs as well as the patient satisfaction survey result graphs.

See handout.

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 changes to the Cass County Dental Clinic policies and procedures as presented. The motion carried with all in favor.

A motion was made by Ron Aggertt and seconded by Hollie Reid to approve the changes to the Cass County Health Clinic policies and procedures as presented. The motion carried with all in favor.

A motion was made by Josh Millard and seconded by Amy Parlier to approve the Cass County Health Clinic Quality Management Plan 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 credentialing and privileging of Dr. Dirck Curry. The motion carried with all in favor.

A motion was made by Ron Aggertt and seconded by Hollie Reid to accept Amy Parlier, Joyce Brannan and Josh Millard as members of the nominating committee for the election of Board of Health officers. The motion carried with all in favor.

Adjournment

A motion was made by Hollie Reid and seconded by Amy Parlier to adjourn the meeting. The motion carried with all in favor. President Lesley Newell adjourned the meeting at 12:33 p.m.

Respectfully submitted,

Nicole Roegge, Admin. Asst.