

**BOARD OF HEALTH MEETING
LAFAYETTE COUNTY HEALTH DEPARTMENT
November 17, 2015 @ 1:30 pm**

PRESENT: **Larry Ludlum** **Connie Hull** **Carol Korn** **Bob Boyle**
 Maura Trimble **Chris Fortin** **Kristie Lueck** **Lisa Wolfe**
 Kari Liddicoat **Nicola Mauer** **Danielle Steger**

Meeting called to order by chair, Hull at 1:30 p.m.

Verification that the Agenda was properly posted

Kari verified the agenda was posted at the Courthouse, City Municipal Building, Health Department, Hospital, County website and e-mailed to the press.

Motion made by Boyle, 2nd by Korn to approve the agenda as presented. Motion carried.

Motion made by Ludlum to approve the minutes from the October 20th Board of Health meeting. 2nd by Fortin. Motion carried.

BOH MEMBERSHIP:

1. Resignation of Rick Moyer

Motion made by Boyle to officially accept the resignation of Rick Moyer as a Lay member of the Board of Health. 2nd by Korn. Motion carried. Boyle amended the motion by saying that he also wanted to thank him for his service.

2. Nomination of Kristie Lueck

Motion made by Korn to accept the nomination of Kristie Lueck as Lay member of the Board of Health to finish out Rick Moyers term that ends in May 2016. 2nd by Ludlum. Motion carried.

HOME HEALTH (HH) PROGRAM REPORT/UPDATES:

1. Coding Update

Wolfe spoke to her first impressions of the coding company. She thought they were prompt. We only have a little over a month in since we went live with coding on October 12th. So we will keep the board up to date as we get more information and examples to give them.

2. HH Caseload/Payer Source Report

The average daily census for the month of October was 31 clients.

3. Referral Report

Now that Home Health has two full time nurses we have to be more selective of our caseload. For the month of October we had 5 referrals that we had to decline due to staffing limitations. It was asked if we could find out where these patients ended up going. Steger answered stating that once we decline the patient – due to HIPPA – we are no longer able to find out information on the patient.

4. 360 Aging Report/EOM Reconciliation

Mauer went over how to read the report with the board. At the end of October the report showed that with all payors Wolfe had billed out \$51,150.60 and \$140,688.35 was still

pending 270 days out. Mauer requested a meeting with Wolfe, Liddicoat and Trimble to do a reconciliation report. That will be taking place before the December BOH meeting.

5. Recoup Report

Mauer had requested to know why back in August that HH had a \$12,000 recoup. Wolfe explained that different reasoning for the numerous recoups that totaled \$12,000. A major reason for this was there was a glitch in our software that Medicare could not read it and denied that RAP. So since then the glitch has been fixed and rebilled.

6. Contractual Adjustment Threshold

Mauer wanted to clarify that the threshold would be everything but the contractual adjustments. This will be a gradual decision as we are working on the reconciliation for the 360 Aging Report.

7. Blue Book Presentation

Liddicoat presented the new Admission Booklet that the Department had put together. As well as the 2-part carbonless forms that have to be completed by Medicare guidelines are now being done internally. The intent of this was to show the board what other things internally the department is doing to save on costs and convenience.

8. HH Charges/Rates

Trimble wanted to revisit the rates that we are charging. It was decided that in January we would present to the board some comparables to see what surrounding HH agencies are charging. Then armed with that information the board can make a decision on what to charge for rates.

9. HH Staffing Update

An update on the CNA agency – we are currently waiting for the signing of the contract due to recovery of the Director.

PUBLIC HEALTH (PH) PROGRAM REPORT/UPDATES:

1. Communicable Disease Report/Mumps Case

Lee Gill came in and gave a quick update on the Mumps outbreak that has been ongoing in our county and surrounding counties.

2. Influenza vaccination clinic summary

In October the nurses went to 7 districts in the equivalent of 4 days. Giving 1,152 flu vaccinations, half of them nasal the other half were injections. Not all of the data is entered yet from all the individuals that received vaccinations - next month Trimble is hoping to be able to give specific numbers at each district.

3. PH General Report

Trimble updated the board with environmental updates. Currently we are following a couple high lead cases in children and there have been two meth labs/shake-n-bakes identified within the county.

4. School Contract Hours

The laws have recently changed (FERPA) with school nursing. Schools can no longer share students information with the Health Departments. This means that we will need more contracted hours with the schools to do all of the immunization work. Boyle suggested that we go into a school board meeting and give a presentation as to why we will be needing more contracting hours.

5. Foot Care Report

Trimble ran some numbers with our foot care financials and we are currently not making any money. We serve approximately 50 people throughout the county. Our next step is to figure

out if we need this program and/or is there something else we can do to reach out to the aging population. Trimble stated that there are some programs that we can team up with the ADRC. We will be looking into all of our options.

6. **Bio-Terrorism Meetings**

Trimble spoke with John Riechling about our quarterly Bio-Terrorism meetings. She felt they would be better served if someone else took the lead on these meetings. Theresa from the Sheriff's Department agreed to take the lead on this.

ALL AGENCY PROGRAM REPORT/UPDATES:

1. **Director position posting**

No update to give at this time.

FINANCIAL REPORTS:

Review of Financials

The October monthly financial report was reviewed. Motion made by Boyle, 2nd by Korn to approve financial reports. Motion carried.

OT Accrual

Overtime reports for the last 3 payrolls were presented to the board. The 3 payrolls yielded 7/21/27 hours of comp/overtime accrued.

APPROVAL OF INVOICES:

Invoice numbers 249-275 from October 2015 were reviewed and discussed. A motion was made by Ludlum to approve the invoices, 2nd by Fortin. Motion Carried.

**The next Board of Health Meeting will be
Tuesday, December 15, 2015 @ 1:30pm**

Motion made by Korn, second by Lueck to adjourn the meeting at 3:40 p.m. Motion carried.

Respectfully submitted,

Kari Liddicoat

Connie Hull, Chairwoman

Bob Boyle

Larry Ludlum

Carol Korn

Chris Fortin

Lois Finnigan

Kristie Lueck