

## **HEALTH BOARD Meeting**

**December 15, 2016**  
**Wayne County Health Department**

### **Multipurpose Room**

**PRESENT:** John Lebo, M.A. Chairperson  
Jeff Butler, M.A. Vice-Chairperson  
Elizabeth Bennett, RN B.S.  
Jon Igelman MD  
Pat Ravinet, B.S.  
Paul Rider, MD  
Richard Siebert, DVM  
David Keller, MD, Secretary of the Health Board  
Eric Coulter, MBA, Ed.D, Executive Director

**ABSENT:** Julie Floyd, Secretary

**GUESTS:** Kim Flanigan, COO

### **ROLL CALL**

### **DETERMINATION OF QUORUM**

John Lebo called the meeting to order and it was determined that there was a quorum and asked for a motion to accept the minutes from November 15, 2016 which were mailed to Board members. Dr. Siebert made the motion and it was seconded by Pat Ravinet. The motion passed unanimously.

### **COMMUNICATIONS:**

Each member received a copy of the Agenda and budget reports.

### **OLD BUSINESS:**

Ellen Smith our CFO spoke on two budgets the Service Area Competition Budget (SAC) and a comprehensive budget. The SAC is a very detailed budget and Ellen explained the budget is similar to the New Access Point budget, which was done a few years ago. The SAC will be sent to HRSA telling HRSA how we plan to operate for the next three years; this is a projection for the next three years. HRSA would like to see the plan for three years. The plan consists of anticipating our revenue, program income, grants, and any other means of support.

Every three years Wayne County comes up for review and must compete for the grants funds. The grant money is not allocated to the organization it is allocated to the community. Wayne County is the community board that monitors the grant funds. There is no other competition in the area.

Ellen explained the difference between Federal and non-federal funds. Federal funds or grants funds from the Service Area Competition are provided by the government, funds are available from a minimum to a maximum level. Non federal funds are anything not grants funding, program income or fee for service income. If a Medicaid patient is seen and we bill for that service this is considered program income or non-federal funds.

Jeff Butler asked “What are enabling services? Ellen answered any case management, patient educators, navigators, interpreters, and outreach workers. A service that has direct patient contact and not a nurse or doctor is considered an enabling service.

Ellen explained how the federal money is distributed and how the county looks at the fiscal year to roll the federal grants into the budget. One problem with scheduling is the county works on a calendar year and we fall in the middle with different grants and grant cycles. The money needs to be appropriated into the right year and working with the Auditor on a solution. This is always based on historical expenses and changes. A comprehensive budget is a requirement.

Dr. Coulter asked the board to review the budgets, this will need to be reviewed and passed by the governing board also.

Jeff Butler made a motion to approve the budgets as submitted, Dr. Seibert second. Motion passed.

The past several months we have been spending to get the PPS rate up at this point we are close to \$214.00.

John Lebo asked “when would we start paying rent?” Dr. Coulter explained Ron Cross has composed a document for the lease and should be ready soon. The rent will be set up as a flat rate for two years the base will be \$12.50 and adding another \$4.00 per square foot for the heating and air fix. Paying \$153,000 for rent, it will be paid in December. The indirect and rent are rolled into the budget Ellen has been working on, it may be found in the operational budget as a monthly fee.

Dental starts in January the dentist, Dr. Jeffrey Rhonemus will be working two six hour days. The days he is here he will evaluate the patients. The days he is not here our hygienists will be seeing the patients on cleaning and other dental work that she is capable of doing. Local dentists have endorsed him for the position. We are still looking for a full time dentist.

## **NEW BUSINESS:**

Evaluations need to be done on the entire clinic, environmental, and vital records staff we are asking the board to agree to extend the deadline to January 30.

Dr. Siebert made the motion to extend the deadline and Pat Ravinet second, the motion passed.

Syringe Exchange Program grant has been applied for. This grant would pay for staffing, supplies, and disposal not the purchase of syringes, the grant would be supplied by the state. The number of syringes has been limited to 100 per visit, once a month.

Housekeeper is retiring; a county employee has an interest.

Dr. Siebert made a motion to adjourn, Dr. Rider seconded the motion. The motion passed unanimously.

Next board meeting will be January 18, 2017 at 12:00 (noon).