

CARROLL COUNTY LOCAL BOARD OF HEALTH
Carroll County Health Center Conference Room
August 20, 2012 – 6:00pm

Members Present

Wilbert Oder
Judge Harold "Shorty" Tomlinson
Susan New
Dr. Philip Habas
Bill Osborne
Sandra May
Dr. Richard Kates
Dr. Cecil Martin
Dr. Ben Kutnicki

Members Absent

Jodie Kemper
Dr. Mark Miller
Chad Franklin

Staff Present

Dr. Georgia Heise
Michelle Wilburn
Brittany Noe
Rachel Dermon

Welcome and Remarks: Judge Harold "Shorty" Tomlinson called the meeting to order. There was a quorum present.

Topic: August 22, 2011 Minutes

Discussion: The August 22, 2011 minutes were reviewed with no discussion.

Action: Bill Osborne made a motion to approve the August 22, 2011 minutes with a second by Dr. Cecil Martin. Motion carried.

Topic: Old Business:

Discussion: None

New Business:

Topic: Financial Statement

Discussion: Michelle Wilburn presented the Board with the FY 12 Financial Statement. She stated that the Carroll County Health Center had revenue of \$572,401.15 and an expenditure of \$450,573.13 in FY12, leaving a balance of \$121,828.02 to carry over into FY 13.

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Action: Sandra May made a motion to approve the financial statement with Mr. Osborne making the second. Motion carried.

Topic: Budget Summary

Discussion: Ms. Wilburn reported on the budget summary for FY13. She informed the Board that these documents had to be submitted by June 1, 2012 therefore, signatures have already been obtained. She asked the Board to study the first page of the summary and note the revenues and expenditures. These numbers are different than that on the financial statement because they are reporting on two different fiscal years. Also, she wanted them to note the budget summary is an estimate and the only column that is an "actual" amount is the column from the previous fiscal year. Judge Tomlinson brought to the Board's attention how fortunate Carroll County has been in recent years with their budget.

Action: Susan New made a motion to approve the FY13 Budget Summary with Dr. Martin making the second. Motion carried.

Topic: Tax Rate

Discussion: The PH Tax Rate worksheet was presented and reported on by Ms. Wilburn. She explained the amount of taxes projected on this sheet were an anticipated amount to be received by Carroll County. The current rate is set at 5.4c/\$100 to the taxing district and 5.4c/\$100 to Three Rivers District Health Department.

Action: Wilbert Oder made a motion to keep the tax rate at 5.4c/\$100 with Dr. Martin making the second. Motion carried.

Topic: Election of Officers (Chairman)

Discussion: Wilbert Oder was nominated as Chairman.

Action: Dr. Martin made a motion for Mr. Oder to serve as the Board chairman with Dr. Richard Kates making the second. Motion carried.

Topic: Election of Officers (Vice-Chairman)

Discussion: Susan May was nominated as Vice-Chairman.

Action: Dr. Martin made a motion for Ms. May to serve as the Board vice-chairman with Dr. Ben Kutnicki making the second. Motion carried.

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Topic: Election of Officers (Treasurer)

Discussion: Judge Harold "Shorty" Tomlinson was nominated as Board treasurer.

Action: Mr. Osborne made a motion for Judge Tomlinson to serve as the Board treasurer with Dr. Kutnicki making the second. Motion carried.

Topic: Election of Officers (District Board Member)

Discussion: Dr. Ben Kutnicki was nominated as the Carroll County representative on the District Board of Health.

Action: Ms. May made a motion for Dr. Kutnicki to serve as the District Board of Health representative with Dr. Philip Habas making the second. Motion carried.

Topic: CD-Rate

Discussion: Ms. Wilburn explained that as of April 15, 2012 the CD amount was \$116,411.76 and it is set to renew on April 15, 2013. Currently the term is 24 months gaining 1.59% interest every 6 months. There was some discussion among the Board members on what they would like to do with the CD once we reach the renewal date. It was suggested by Mr. Osborne that we look into other local Carroll County banks and see what the going rates are for a 24 month term.

Action: Dr. Martin made a motion to look into finding the best rate possible for a 24 month term in a local Carroll County bank and if there is one found to transfer the CD to that bank with Dr. Habas making the second. Motion carried.

Topic: Honoring Charlie Webster

Discussion: Dr. Georgia Heise would like for the Board to make a decision on what the Board can do in honoring the many years Charlie Webster spent on the local Board. It was determined that a plaque would be presented to the Webster family to be hung up at Webster Pharmacy. Mr. Osborne suggested having it presented to the family on Customer Appreciation Day at Carrollton Utilities as they are presenting the Webster family something as well. Dr. Heise and Brittany Noe will look into the purchasing of a plaque to be presented on September 7, 2012.

Action: Mr. Osborne made a motion to approve the purchase of a plaque honoring Charlie Webster with Ms. May making the second. Motion carried.

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Topic: New Local Board Member

Discussion: Dr. Heise is pleased to announce that we have a new Carroll County Board of Health member, Chad Franklin, RPh. He is a pharmacist at Kroger in Carrollton and has agreed to be on the local Board. She urged the members to welcome him to the Board if they see him out in the community.

Topic: Accreditation Update

Discussion: Dr. Kutnicki discussed his recent trip to NALBOH in Atlanta, GA. The key note he wanted to bring back to the Board is "We have a wonderful BOH". He encouraged all members to consider attending the 2013 Conference in Salt Lake City, UT.

Dr. Heise gave an update on accreditation and informed them that we are well on our way to being one of the first accredited health departments in the nation. Three Rivers is one of about 15 health departments across the nation that will be in the first cohort of accreditation. Three Rivers is still awaiting our site visit and it is expected to come in the next two months. Once a date is set we will be scheduling a Board of health luncheon in which everyone is welcome to attend, she would love for the site visitors to visit and meet with our fantastic Boards! She apologizes in advance for the short notice of the luncheon because we will only know about two weeks in advance, more information on the date and location to come.

Topic: Next Meeting

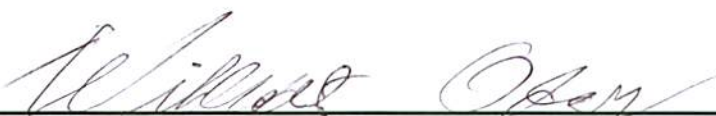
Discussion: The next quorum meeting will be held in August of 2013, however, Dr. Heise would like to come together this fall and discuss the results of the NPHPSP training that was completed earlier in the spring. This will not be a meeting that requires a quorum.

Dr. Kates suggested that at the next meeting we come up with school Board recommendations for obesity and nutrition programs in the school. He believes that we need to be teaching kids they have personal responsibility for their own health. Dr. Heise is excited to be a part of this suggestion and will do some research before the next meeting and find some recommendations to bring to the Carroll County School Board.

Topic: Adjournment

Discussion: None

Action: Mr. Oder made a motion to adjourn the meeting with Mr. Osborne making the second. Motion carried.



Wilbert Oder, Chairman 8/6/13
Date



Georgia Heise, DrPH, Director 8/6/13
Date



Brittany Noe, Board Secretary 8.6.13
Date