

MINUTES OF THE CASWELL COUNTY BOARD OF HEALTH

The Caswell County Board of Health met at 7:00 P.M. on Tuesday, April 23, 2013 in the Caswell County Health Department's downstairs meeting room in Yanceyville, North Carolina.

ATTENDANCE:

Position	Name	Present	Not Present
County Commissioner	Nate Hall	X	
Pharmacist	Andrew Foster, Pharm. D, R.Ph. - Vice Chairperson	X	
Dentist	Rose Satterfield, DMD	X	
Veterinarian	Donald Fuller, DVM – Chairperson	X	
Physician (Gen. Pub.)	Cecil Page	X	
Registered Nurse	Margaret Cobb, RN		X
Engineer (Gen. Pub.)	Ricky McVey		X
Optometrist (Gen. Pub.)	Carl Carroll		X
General Public	Keisha King	X	
General Public	Elin Armeau-Claggett, PA-C, PhD		X
General Public	Sally Wallace		X

Others Present: Frederick Moore, MD – Health Director
Jennifer Eastwood, MPH – Quality Assurance
Sharon Hendricks – Finance Officer

I. Call to Order

- A. The meeting of the Caswell County Board of Health was called to order by the Chair, Donald Fuller, at 7:15 P.M.

II. Public Comment

- A. None

III. Action Items

- A. Approval of Minutes

A motion was made by Cecil Page and seconded by Rose Satterfield, to approve the March 26, 2013, Minutes of the Board Of Health as distributed in the packet. The motion carried on a vote of 6 to 0.

- B. Board of Health Meeting Schedule

1. Dr. Moore asked the board if they wanted to continue the tradition of skipping the regularly scheduled August and December 2013 Board of Health meeting. This was to accommodate summer vacations and Christmas. Dr. Moore reminded the board that if a matter needed to be addressed a special meeting could be called.
2. The Chairperson said that a vote was not necessary to approve this and he declared that the August and December 2013 Board of Health meeting would be skipped.

- C. Policy Review

1. According to agency policy, all policies must be reviewed annually.
2. The “Conflict of Interest” and “Confidentiality” policies had been distributed at the last Board of Health meeting to give the board an opportunity to carefully review them. The staff have reviewed the policies and have not seen the need for any changes.

A motion was made by Andrew Foster and seconded by Cecil Page, to approve the “Conflict of Interest” and “Confidentiality” policies without change. The motion carried on a vote of 6 to 0.

IV. Informational Items

A. Finance Report For Current Fiscal Year

1. Dr. Moore reviewed the budget report for the current fiscal year as presented in the packet.
2. At the end of March we were 75% of the way through the fiscal year. Expenses were at 69% and Revenue was at 63%.
3. Most of the revenue shortfall can be traced to the billing delays in the Home Health and CAP programs that has been discussed at length in past meetings. Dr. Moore said that he believed we were starting to turn a corner in the billing situation and that there was evidence that revenue has picked up in the last two months and while the end of year projections are not great, they are looking better. Dr. Moore said that he was cautiously optimistic about turning this year into something close to coming in within the approved budget.
4. Dr. Moore did say that he found out the previous week that the Medicaid Cost Settlement had to be resubmitted by the state with some changes required by the federal government. This increases the chances that the funds will not be received this fiscal year, but if we do not receive it this fiscal year, we should get it early in the next fiscal year.
5. The Chair asked how we would have handled this cash flow issue if we had gone to a Public Health Authority model. Dr. Moore said that we would have had to use fund balance to cover the shortfall.
6. Dr. Moore reviewed the Accounts Receivable graphs included in the packet. The AR greater than 120 days is an indicator of a delay in the billing process. This has increased in the last few months and the best we can determine is that some of this is an artifact of resubmitting old claims but there may be other unknown reasons for this so Dr. Moore said he was watching this closely.
7. Keisha King asked if CareAnyware had any projections about when revenue would catch up. Dr. Moore said that he had received several projections but with all the changes in the last half year the projections are understandably inaccurate. There were signs that the billing process was becoming more routine so the expectation is that over the next few months the revenue / expense balance should be more favorable.

B. Budget For Fiscal Year 13-14

1. Dr. Moore said that he was pleasantly surprised by the Board of Health when they approved the proposed budget at the last meeting in his absence.
2. Dr. Moore said that he had unintentionally left out a discussion in the last Board of Health packet about some merit increases that he was proposing. The total for all increases was a few thousand dollars (\$2,652) and when the Board of Health approved budget was presented to the County Manager, he suggested that they be left in the budget.
3. A full discussion about the personnel actions included in the proposed budget was included in the Health Director's report. Dr. Moore reviewed these proposed personnel changes with the Board of Health. Dr. Moore asked if the Board of Health wanted to change the proposed budget based on this discussion. The Chair said that he recommended proceeding with the budget as approved. There was no objection from the rest of the Board of Health.

V. Executive Session

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| <p>A. On a motion and second from the Board of Health, the meeting went into Executive Session to discuss the annual performance evaluation of the Health Director.</p> |
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B. On a motion by Rose Satterfield and second by Cecil Page, the Board of Health came out of Executive Session.

VI. Adjournment

The chairman declared the Board of Health meeting adjourned. There was no objection from the membership.

Approved By: _____
Health Director Date

_____ Date
Board of Health

Health Director's Report – May 23, 2013

I. Board of Health

A. Membership

1. The standard three year terms of three members (Cecil Page, Keisha King, Margaret Cobb) are coming to an end on June 30th. The policy of the Board of County Commissioners is that all members must reapply if they want to serve another term.
2. Margaret Cobb has notified me that she does not choose to serve another term. I have not heard from the other two members but if they haven't already applied they should turn in the application to the Clerk to the Board of County Commissioners at their earliest convenience.

B. Training

1. Accreditation standards require that the Board of Health receive training on the duties and functions of Boards of Health. This training is available online through the NC Institute of Public Health. It is important that all members receive this training and provide documentation of completion.
2. If you have not already provided us a certificate of completion, please go to the website below and get the training and print off the certificate of completion.
3. http://www2.sph.unc.edu/nciph/local_boards_of_health_training_19511_12491.html
4. If the Board of Health has any ideas about ongoing training that can be provided, please let Dr. Moore or Jennifer Eastwood know.

C. Required Signature of Forms

1. Enclosed in the packet are two forms that each Board of Health member needs to sign. Please bring these signed forms to the meeting.
 - a. Conflict of Interest
 - b. Confidentiality Agreement

II. Finance Report

A. Fiscal Year 2012-2013

1. The report included in the packet shows how actual revenue and expense compares to the budget through the end of April (83% of the fiscal year). According to this report the Health Department is at 76% of total budgeted expenses and 71% of budgeted revenue.
2. April revenue was good and we are continuing to get closer to a balanced budget at the end of the fiscal year.

B. Fiscal Year 2013-2014

1. In working with the County Finance Office, there have been a few changes to the proposed budget based on changes in the retirement deduction rate, correction of formulas and consolidating Capital Outlay item in a separate county budget.
2. The Board of County Commissioners are working on the budget but we have not received any indication of how they will respond to the proposed budget or if they will approve any pay increases for employees.

III. Personnel Matters

- A. Our staff have had a number of unexpected and expected events happen that have resulted in time away from the office. These include a death in the family, maternity leave, resignation, surgery, training and vacation. This has left us short staffed in both Home Health and the clinic. Staff are working hard to cover the necessary duties but this is causing an increase in stress and we have had to adjust schedules and responsibilities to help with the accommodation.

- B. We have hired a new Environmental Health Specialist (Matt Maness) and are in the process of advertising and interviewing for the Health Educator and Breastfeeding Peer Counselor.

IV. Miscellaneous Informational Items

- A. Environmental Health Statistics
- B. Home Health Statistics
- C. Personal Health Statistics

CASWELL COUNTY HEALTH DEPARTMENT (FY 2012-2013)

	Budget	Actual YTD	Balance	YTD = 83.33%
SALARY & BENEFITS SUBTOTAL	2,163,932.00	1,697,872.66	466,059.34	78.46%
Board Expenses 120	0.00	0.00	0.00	0.00%
Salary 121	1,643,818.90	1,285,184.17	358,634.73	78.18%
Call 122	43,774.00	36,070.00	7,704.00	82.40%
Longevity 127	24,539.00	23,778.36	760.64	96.90%
SS / FICA 181	129,237.00	98,974.29	30,262.71	76.58%
Retirement 182	109,681.10	88,651.59	21,029.51	80.83%
Health Insurance 183	212,882.00	165,214.25	47,667.75	77.61%
OPERATIONAL EXPENSE SUBTOTAL	943,686.00	658,516.77	285,169.23	69.78%
Contracted Services 199	437,455.00	298,833.04	138,621.96	68.31%
Food & Provisions 220	439.00	268.24	170.76	61.10%
Program Supplies 230	39,069.00	22,710.67	16,358.33	58.13%
Pharmaceuticals 238	38,311.00	23,184.53	15,126.47	60.52%
HH/CAP Med Supplies 239	199,669.00	159,625.93	40,043.07	79.95%
Office Supplies 260	18,746.00	12,128.76	6,617.24	64.70%
Small Tools & Equip. 295	17,153.00	9,916.98	7,236.02	57.81%
Mileage 311	116,934.00	81,104.19	35,829.81	69.36%
Travel Subsistence 312	5,565.00	1,618.11	3,946.89	29.08%
Telephone 321	13,381.00	8,568.13	4,812.87	64.03%
Postage 325	7,455.00	4,464.48	2,990.52	59.89%
Printing 340	2,706.00	885.75	1,820.25	32.73%
Unused zz7	0.00	0.00	0.00	0.00%
Maint & Repair 352	8,438.00	7,551.72	886.28	89.50%
Advertising 370	2,367.00	725.00	1,642.00	30.63%
Laundry 392	1,453.00	1,126.49	326.51	77.53%
Training 395	11,253.00	6,554.57	4,698.43	58.25%
Rental of Copier 431	9,090.00	7,253.62	1,836.38	79.80%
Rental of Post Meter 432	615.00	612.00	3.00	99.51%
Ins & Bonding 450	4,616.00	4,615.24	0.76	99.98%
Dues, Subsc. & Pub. 491	8,971.00	6,769.32	2,201.68	75.46%
Capital Outlay 500	0.00	0.00	0.00	0.00%
TOTAL EXPENSES	3,107,618.00	2,356,389.43	751,228.57	75.83%
REVENUE TOTAL	3,107,618.00	2,205,454.48	902,163.52	70.97%
STATE SUBTOTAL	648,670.00	378,790.60	269,879.40	58.39%
(101) COUNTY APPROP	387,076.00	277,018.35	110,057.65	71.57%
(103) UR FUND BAL	79,325.00	61,249.87	18,075.13	77.21%
(102) WCH FUND BAL	129,046.00	116,041.77	13,004.23	89.92%
(102) PPC FUND BAL	48,155.00	33,557.70	14,597.30	69.69%
OTHER SUBTOTAL	643,602.00	487,867.69	155,734.31	75.80%
(102) MCD - REGULAR	904,843.00	659,053.84	245,789.16	72.84%
(102) MCD - SETTLEMENT	0.00	0.00	0.00	0.00%
(103) MCR - REGULAR	705,052.00	537,610.18	167,441.82	76.25%
(103) MCR - HMO	101,918.00	59,300.85	42,617.15	58.18%
(103) PRIVATE INS	17,850.00	8,713.48	9,136.52	48.82%
(103) DIRECT FEES	70,830.00	57,092.00	13,738.00	80.60%
(103) JAIL HEALTH	14,853.00	17,025.84	-2,172.84	114.63%
EARNED SUBTOTAL	1,815,346.00	1,338,796.19	476,549.81	73.75%
BALANCE	0.00	-150,934.95		

Amount Included In State Delay
Actual

-77,090.98
73,843.97

CASWELL COUNTY BUDGET AMENDMENT # _____
Health Department Amendment # 4

Be it ordained, the FY 2012-2013 Annual Budget Ordinance is hereby amended as follows:

PUBLIC HEALTH - 5110

<i>Expenditure Line</i>	<i>Account Code</i>	<i>Increase / (Decrease)</i>	<i>Amended Budget</i>
Salary 121	100.5110.121.000	\$3,106.00	\$1,643,818.90
Longevity 127	100.5110.127.000	(\$669.00)	\$24,539.00
SS / FICA 181	100.5110.181.000	(\$735.00)	\$129,237.00
Retirement 182	100.5110.182.000	(\$305.00)	\$109,681.10
Health Insurance 183	100.5110.183.000	(\$2,662.00)	\$212,882.00
Contracted Services 199	100.5110.199.000	(\$1,311.00)	\$437,455.00
Food & Provisions 220	100.5110.220.000	\$53.00	\$439.00
Program Supplies 230	100.5110.230.000	(\$1,002.00)	\$39,069.00
Pharmaceuticals 238	100.5110.238.000	(\$2,027.00)	\$38,311.00
HH/CAP Med Supplies 239	100.5110.239.000	(\$5,331.00)	\$199,669.00
Office Supplies 260	100.5110.260.000	(\$594.00)	\$18,746.00
Small Tools & Equip. 295	100.5110.295.000	\$1,270.00	\$17,153.00
Mileage 311	100.5110.311.000	(\$166.00)	\$116,934.00
Travel Subsistence 312	100.5110.312.000	\$167.00	\$5,565.00
Telephone 321	100.5110.321.000	\$2.00	\$13,381.00
Postage 325	100.5110.325.000	\$416.00	\$7,455.00
Printing 340	100.5110.340.000	\$144.00	\$2,706.00
Maint & Repair 352	100.5110.352.000	\$138.00	\$8,438.00
Advertising 370	100.5110.370.000	\$146.00	\$2,367.00
Laundry 392	100.5110.392.000	\$139.00	\$1,453.00
Training 395	100.5110.395.000	\$398.00	\$11,253.00
Rental of Post Meter 432	100.5110.432.000	(\$238.00)	\$615.00
Ins & Bonding 450	100.5110.450.000	(\$384.00)	\$4,616.00
Dues, Subsc. & Pub. 491	100.5110.491.000	\$2,494.00	\$8,971.00
		(\$6,951.00)	

<i>Revenue Lines</i>	<i>Account Code</i>	<i>Increase / (Decrease)</i>	<i>Amended Budget</i>
State - Public Health	100.3510.360.000	(\$8,701.00)	\$648,670.00
Direct Fees	100.3510.410.008	\$1,750.00	\$70,830.00
		(\$6,951.00)	

Justification:

To budget in QI 101 funds (\$1750); Reduce State Food & Lodging budget (-\$750); Reduce State Child Health budget (-\$7951); Move funds between lines to cover expenses.

That all Ordinances or portions of Ordinances in conflict are hereby repealed.

 Approved by Health Director

 Date

 Approved by Board of Health

 Date

 Paula Seamster, Clerk to the Board

 Date

Approved by the Caswell County Board of Commissioners

ENVIRONMENTAL HEALTH MONTHLY STATISTICAL REPORT

April 2013

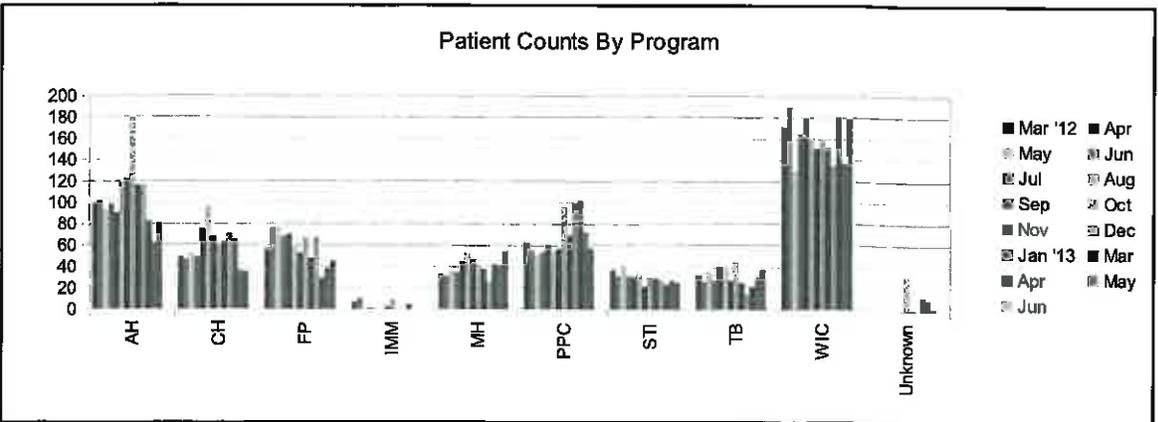
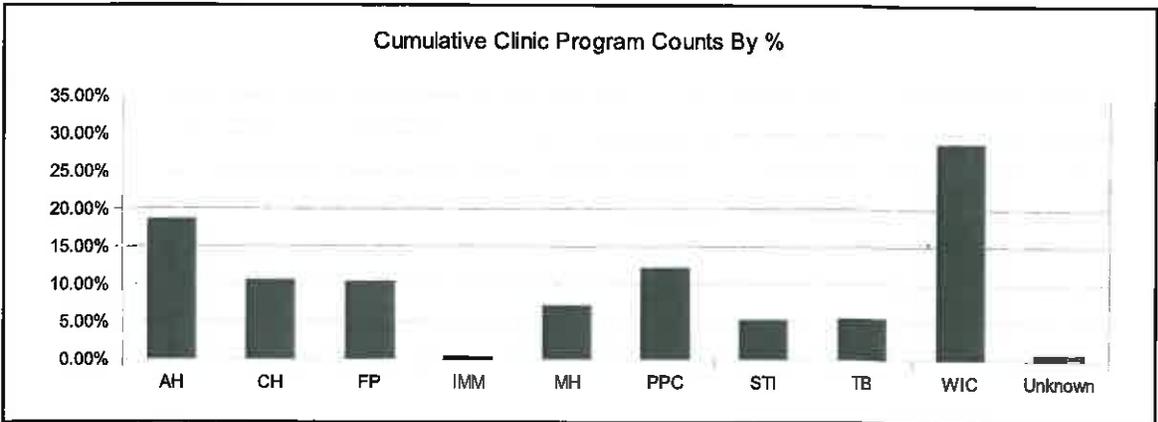
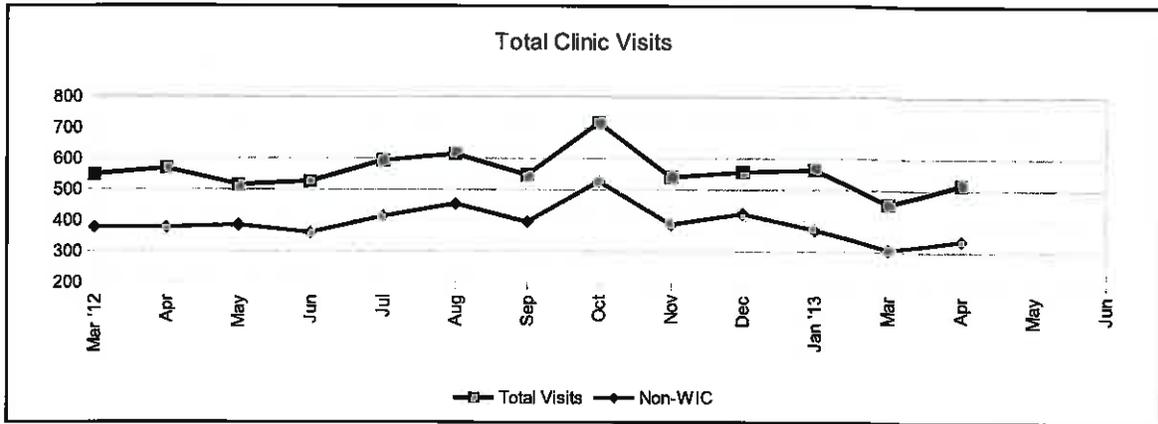
Activity Description	#	Comments
FOOD, LODGING, AND INSTITUTIONAL		
Field Visits	7	
Inspections	4	
Permits Issued-New or Revised Business		
Permits Suspended/Revoked-Business Closed		
Food Service Plan Review	2	
Consultation Contacts	15	
Complaints	1	
ON SITE WASTE WATER PROGRAM		
Field Visits	70	
Soil/Site Evaluations	12	2 backhoe pit evaluations
Improvement Permits	14	
Construction Authorizations	13	
Operation Permits	13	
Denials		
Failing System Evaluations	3	
IP, CA, & OP Permits-Repairs	2	
Existing System Inspections/Authorizations	10	
OSWW Violations Notices	2	
Consultation Contacts	65	
Migrant Housing Inspections	2	
Pending Applications-Not Addressed	5	
Complaints	3	
WATER SAMPLES		
Field Visits	19	
Bacteria Samples	9	
Chemical Samples	4	
Petroleum Samples	2	
Pesticide Samples	2	
Nitrate/Nitrite Samples	2	
Consultation Contacts	20	
Migrant Housing Inspections	2	
WELL PERMITS		
Well Site Field Visits	19	
Number of Permits (New)	7	
Number of Permits(Repair)	3	
Grout Inspections	5	
Well Head Inspections	5	
Well Abandonment Inspections		
Bore Hole Camera Inspections	1	
Consultation Contacts	32	
Complaints		
SWIMMING POOLS		
Permits/Inspections	2	Preseason consults
OTHER MISCELLANEOUS ACTIVITIES		
Clerical Time (hrs)	38.5	
Phone Contacts (documented)	150	
Office Consults (documented)	28	

Caswell County Environmental Health Statistics - FY2012-2013

Service	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	TOTAL																
#	\$	#	\$	#	\$	#	\$	#	\$	#	\$																
Improvement Permit / Site Evaluation (< 600 gpd & less than 4 bedrooms)	7	1,050	5	750	3	450	8	1,200	1	150	4	600	5	750	1	75	1	75	2	150	3	225	8	1,200	59	8,850	
Improvement Permit / Site Evaluation for each additional bedroom over 3			2	150																						11	925
Improvement Permit / Site Evaluation (> 600 & < 3000 gpd)																										1	250
Improvement Permit / Site Evaluation (> 3000 gpd)																										0	0
New Construction Authorization & Operating Permit (Type I & II)	3	450	3	450	2	300	3	450	3	450	3	450	5	750	4	600	3	450	9	1,350	3	450	1	1,350	36	5,700	
New Construction Authorization & Operating Permit (Type III)			1	200																						4	800
New Construction Authorization & Operating Permit (Type IV)																										0	0
New Construction Authorization & Operating Permit (Type V)																										0	0
Expansion or Repair of OSWW Treatment System (< 600 gpd)	1	50																								14	700
Expansion or Repair of OSWW Treatment System (> 600 & < 3000 gpd)	1	200																								1	200
Expansion or Repair of OSWW Treatment System (> 3000 gpd)																										0	0
Inspection of Existing OSWW Treatment System (Type I & II Addition)	2	100	5	250	6	300	5	250	3	150																27	1,350
Inspection of Existing OSWW Treatment System (Type I & II Change Out)	2	200	1	100	1	100	3	300	4	400	1	100	1	100	1	100	1	100	5	500	2	200	2	200	21	2,100	
Inspection of Existing OSWW Treatment System (5 yr Type IIIb Inspection)																										0	0
Inspection of Existing OSWW Treatment System (3 yr Type IV Inspection)																										0	0
Inspection of Existing OSWW Treatment System (Annual Type V Inspection)																										0	0
Well Permit	5	1,500	6	1,800	1	300	4	1,200	7	2,100	6	1,800	5	1,500	2	600	3	900	10	3,000	3	900	10	3,000	48	14,700	
Well Camera Evaluation																										3	600
Well Repair Permit			1	200	1	200																				4	800
Bacteria Water Sample																										12	600
Chemical Water Sample																										7	350
Petroleum Water Sample	1	50	1	50	1	50																				1	50
Pesticides Water Sample																										0	0
Nitrate/Nitrite Sample																										0	0
Water Sample Revisit																										0	0
Swimming Pool Annual Permit																										0	0
Swimming Pool Plan Review																										0	0
Restaurant Plan Review	1	200																								3	600
Tattoo Artist Permit Annual Fee																										1	150
Five Sample Package																										2	340
Water Sample Revisit-additional test																										0	0
Bad Check																										0	0
Temporary Food Stand																										1	75
Returned Check																										0	0
Additional fee for changing work orders																										1	100
	23	3,800	25	3,950	17	1,800	29	3,900	21	3,800	19	3,250	20	3,325	25	3,700	42	4,975	39	6,640	260	39,140					

Caswell County Health Dept Clinic Counts By Program And Month

Area	Mar '12	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan '13	Mar	Apr	May	Jun	Total	%
AH	99	102	93	98	90	119	123	179	116	116	83	62	81			1361	18.73%
CH	49	47	52	49	76	96	69	60	63	71	66	36	35			769	10.58%
FP	57	76	77	68	70	59	52	67	48	67	29	38	45			753	10.36%
IMM	7	10	0	1			2	9			4					33	0.45%
MH	33	31	36	34	45	53	47	41	38	26	42	41	55			522	7.19%
PPC	63	55	51	53	61	54	56	96	69	100	102	72	57			889	12.24%
STI	37	31	41	31	31	33	21	30	29	28	23	27	25			387	5.33%
TB	33	26	35	27	41	40	27	45	25	14	21	31	38			403	5.55%
WIC	171	190	130	165	180	161	151	159	152	135	181	137	179			2091	28.78%
Unknown								31	1		13	10	2			57	0.78%
																0	0.00%
																0	0.00%
Total Visits	549	568	515	526	594	615	548	717	541	557	564	454	517			7,265	
Non-WIC	378	378	385	361	414	454	397	527	388	422	370	307	336			5117	

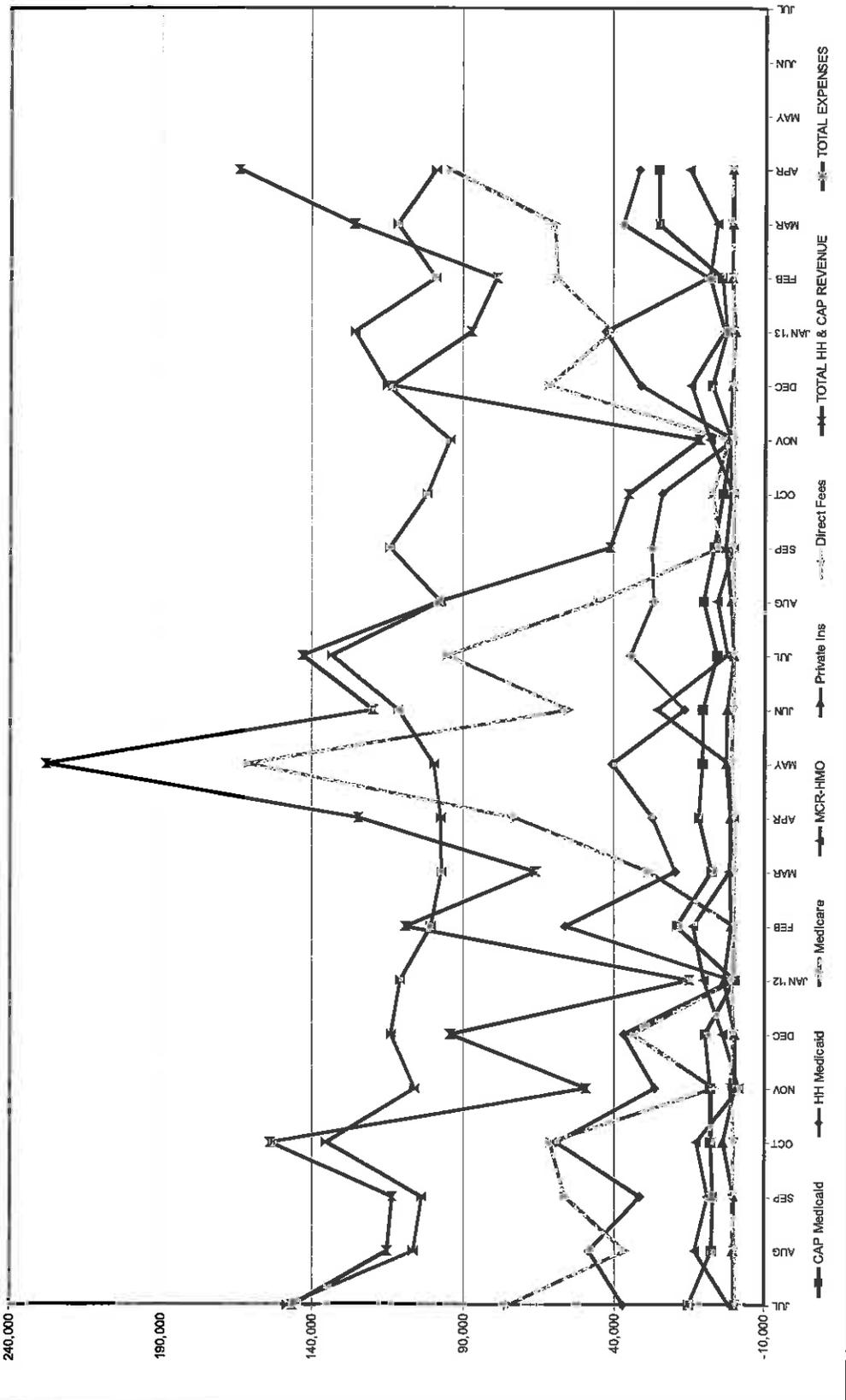


Caswell County Health Department Clinic Counts By Zip Code And Month

Area	Zip	Mar '12	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan '13	Mar	Apr	Total	%
Alamance	27201											1			0	0.00%
Ashboro	27203									2					2	0.03%
Ashboro	27204						1								1	0.01%
Blanch	27212	29	31	32	28	24	20	25	31	28	25	23	20	24	340	4.65%
Brown Summit	27214					1		1	1						3	0.04%
Burlington	27215	1	1	2	2	3	1	4	3	3		2	1	2	25	0.34%
Burlington	27216	2													2	0.03%
Anderson	27217	10	14	16	16	24	29	9	38	14	16	22	14	35	257	3.52%
Cedar Falls, NC	27230			1											1	0.01%
Cedar Grove	27231			2											2	0.03%
Denton	27239												1		0	0.00%
Eagle Springs	27242								3						3	0.04%
Elon	27244	11	26	16	8	20	7	18	20	15	6	24	19	21	211	2.89%
Gibsonville	27249	11	18	14	22	19	19	17	21	10	17	14	9	13	204	2.79%
Graham	27253				1	2	2		2				2		9	0.12%
Haw River	27258								1						1	0.01%
Hillsborough	27278			1											1	0.01%
Eden	27288			1											1	0.01%
Leasburg	27291	12	16	27	9	27	18	16	22	23	15	22	19	27	253	3.46%
Linwood, NC	27299			1								1			2	0.03%
Mebane	27302	6	14	8	11	9	7	10	18	8	9	6	13	8	127	1.74%
Milton	27305	46	32	28	55	46	39	50	65	31	56	37	42	40	567	7.76%
Oak Ridge	27310							1							1	0.01%
Pelham	27311	84	88	87	66	94	91	84	113	82	93	79	57	69	1087	14.88%
Pittsboro	27312			1					2						3	0.04%
Prospect Hill	27314	9	16	7	3	9	6	6	10	2	5	14	3	10	100	1.37%
Providence	27315	39	37	34	41	45	54	29	53	41	43	53	29	29	527	7.21%
Randleman	27317				1	1				1					3	0.04%
Reidsville	27320	31	33	28	41	37	39	35	36	35	34	47	21	24	441	6.04%
Robbins	27325							1							1	0.01%
Ruffin	27326	34	17	28	17	22	26	21	30	32	26	26	24	25	328	4.49%
Sedalia	27342					1									1	0.01%
Semora	27343	11	11	5	10	5	5	4	13	10	6	12	7	7	106	1.45%
Snow Camp	27349				2		1				1				4	0.05%
Summerfield	27358	1													1	0.01%
Welcome	27374										1				1	0.01%
Whitsett	27377						1								1	0.01%
Yanceyville	27379	202	200	164	186	194	234	207	222	192	191	198	161	171	2522	34.52%
Greensboro	27401							1							1	0.01%
Greensboro	27403									2		1			3	0.04%
Greensboro	27405	1									1				2	0.03%
Greensboro	27406			1					1						2	0.03%
Greensboro	27407			1	1			1	2			1			6	0.08%
Greensboro	27455								1	1			1		3	0.04%
Rougemont	27572											1			0	0.00%
Roxboro	27573	3	1	1	1	2	2	1			1				12	0.16%
Roxboro	27574				1					3		1			5	0.07%
Durham	27712						2			1					3	0.04%
Shelby, NC	28152		1												1	0.01%
Virginia	24***	6	12	12	4	13	8	7	7	10	14	5	9	9	116	1.59%
Unknown				4		2					1	2	1	2	12	0.16%
Total		549	568	522	526	600	612	548	715	546	561	592	453	516	7,305	100.00%

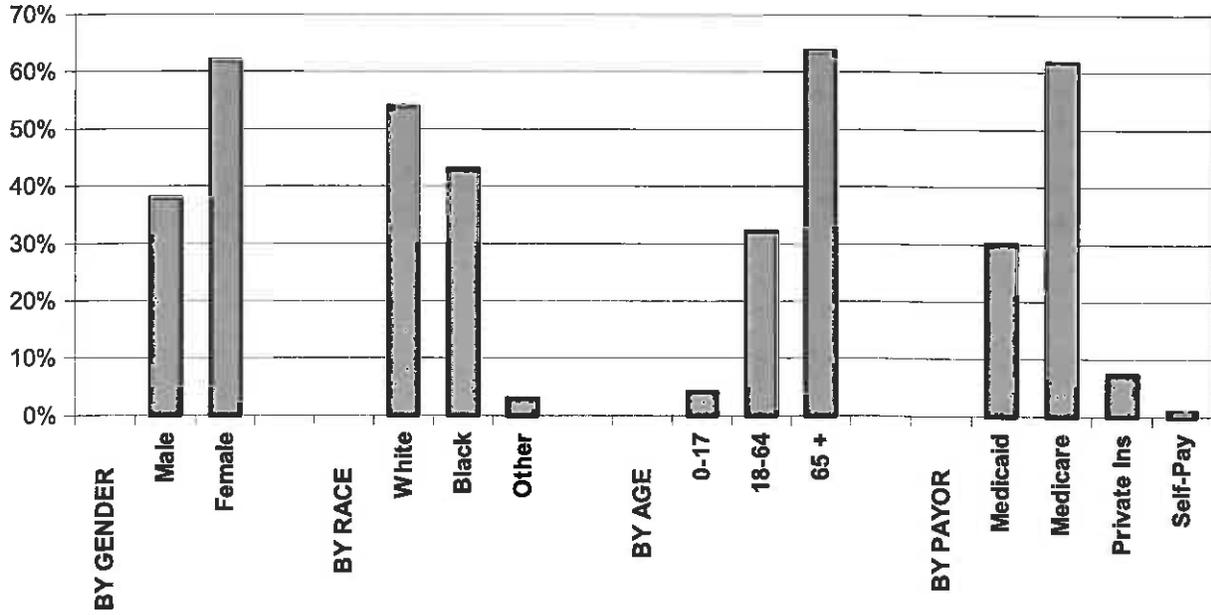
94% Of Visits Come From The 12 Caswell County Zip Codes That Are Highlighted Above

HH & CAP Revenue & Expenses

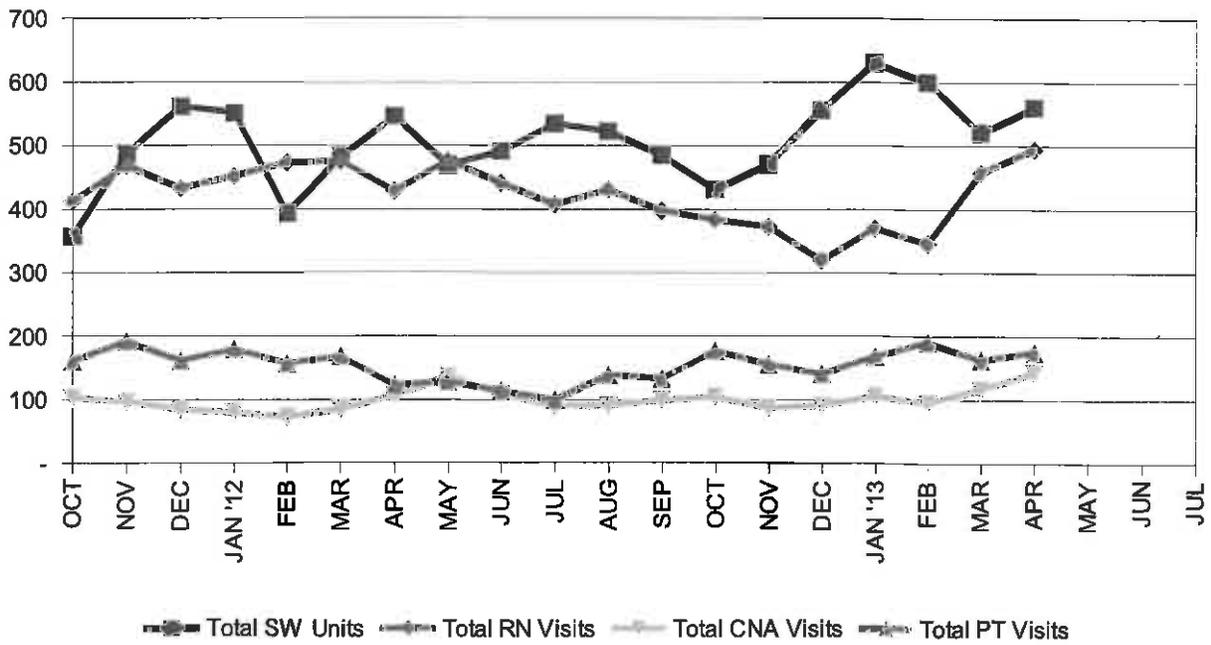


	JUL	AUG	SEP	OCT	NOV	DEC	JAN '12	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN '13	FEB	MAR	APR	
PAYOR																							
CAP Medicaid	15,483	7,887	7,404	8,072	7,972	9,726	0	19,061	7,473	11,757	10,441	10,316	5,631	9,891	6,474	3,545	790	7,046	2,030	3,763	24,614	24,630	
HH Medicaid	37,148	48,425	31,457	59,172	26,501	36,696	614	56,135	19,404	27,034	40,387	16,276	34,184	26,589	27,131	23,571	0	30,674	42,321	8,213	36,423	30,988	
Medicare	75,056	36,546	56,450	61,214	6,722	33,797	0	28,396	72,680	161,132	54,872	85,098	45,005	4,706	6,865	1,674	1,674	61,242	40,326	58,574	59,138	94,020	
MCR-HMO	2,268	13,322	9,074	12,770	-1,318	4,027	10,062	13,590	1,630	0	1,785	25,447	2,122	5,468	1	0	0	7,677	13,894	3,021	7,614	14,298	
Private Ins	639	880	648	4,001	0	0	3,433	1,100	1,630	1,313	2,661	2,279	0	968	2,621	821	1,068	353	-704	424	0	0	
Direct Fees	240	372	1,012	324	1,516	358	891	138	0	0	966	138	276	0	0	0	0	0	0	0	0	0	
TOTAL HH & CAP REVENUE	148,318	115,319	113,458	153,625	49,364	94,269	15,000	109,085	66,006	124,546	227,813	119,645	142,943	97,813	40,833	34,802	11,200	113,209	86,994	78,587	125,736	163,945	
CAP Expenses	13,854	14,111	11,927	16,717	14,050	16,064	15,132	14,752	10,989	11,200	11,666	11,400	11,423	13,447	13,197	13,197	11,889	12,610	14,456	16,603	12,355	12,334	
HH Expenses	134,086	92,303	91,793	118,527	91,918	97,758	85,332	82,220	86,195	88,196	99,684	121,895	85,767	100,666	88,376	82,080	102,368	111,091	102,368	82,180	99,087	86,250	
TOTAL EXPENSES	147,940	106,414	103,720	135,244	105,968	113,822	110,674	100,464	96,972	97,185	99,396	111,350	133,295	97,190	114,114	101,573	94,048	114,978	125,647	98,794	111,442	98,584	

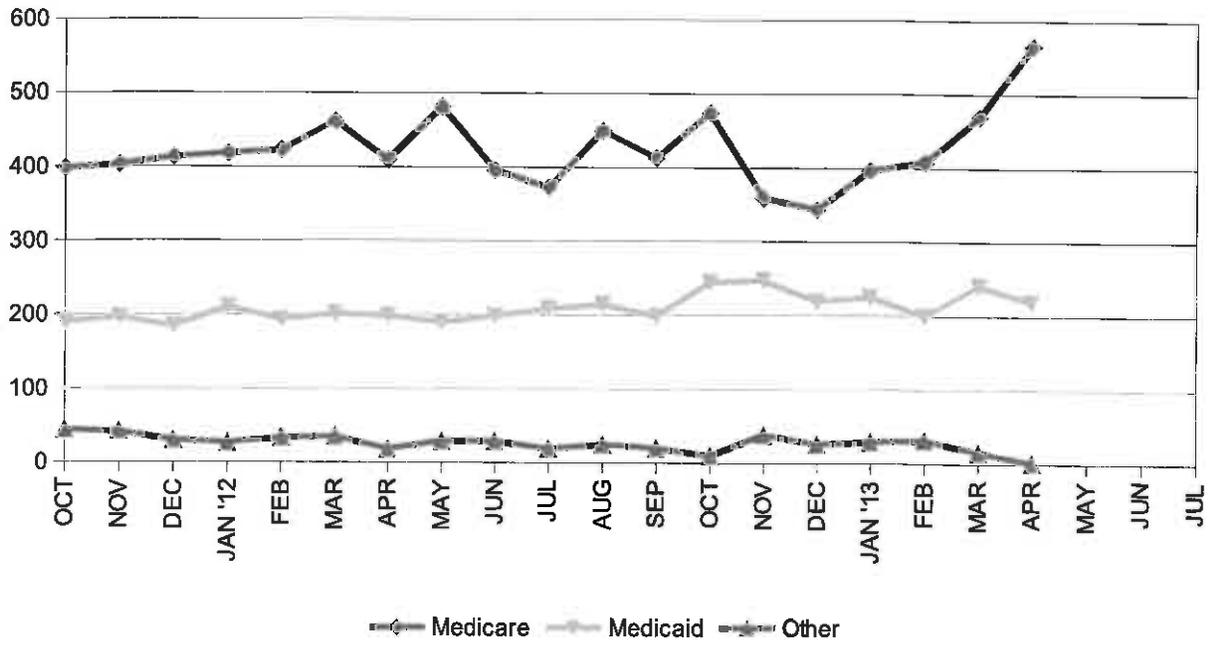
Admission Demographics



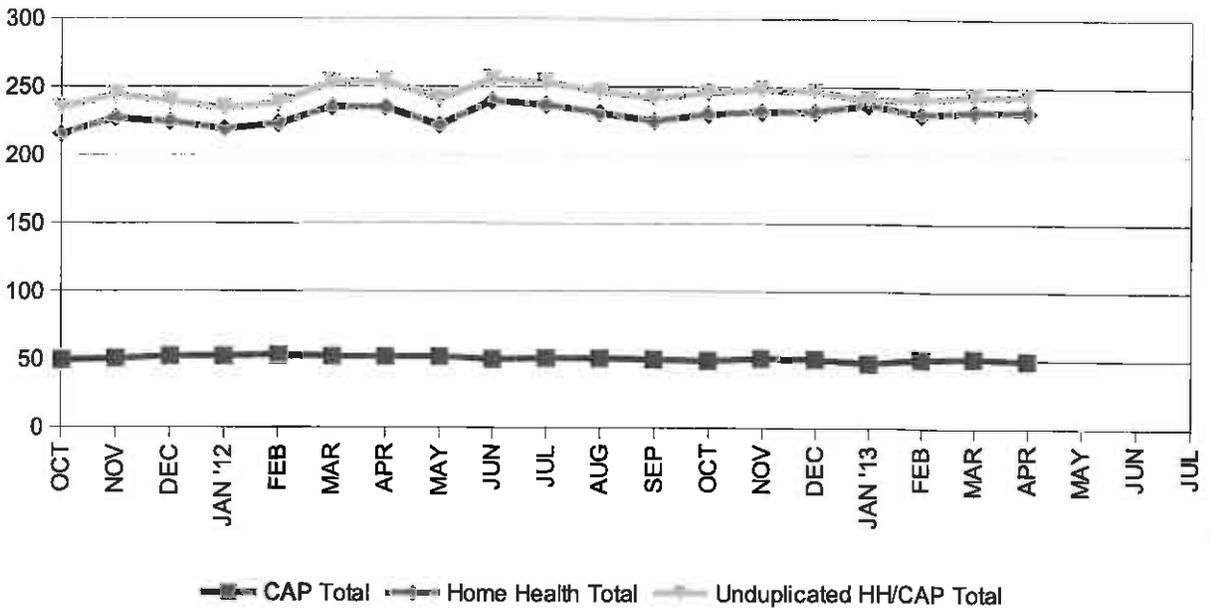
Home Health Visits by Discipline



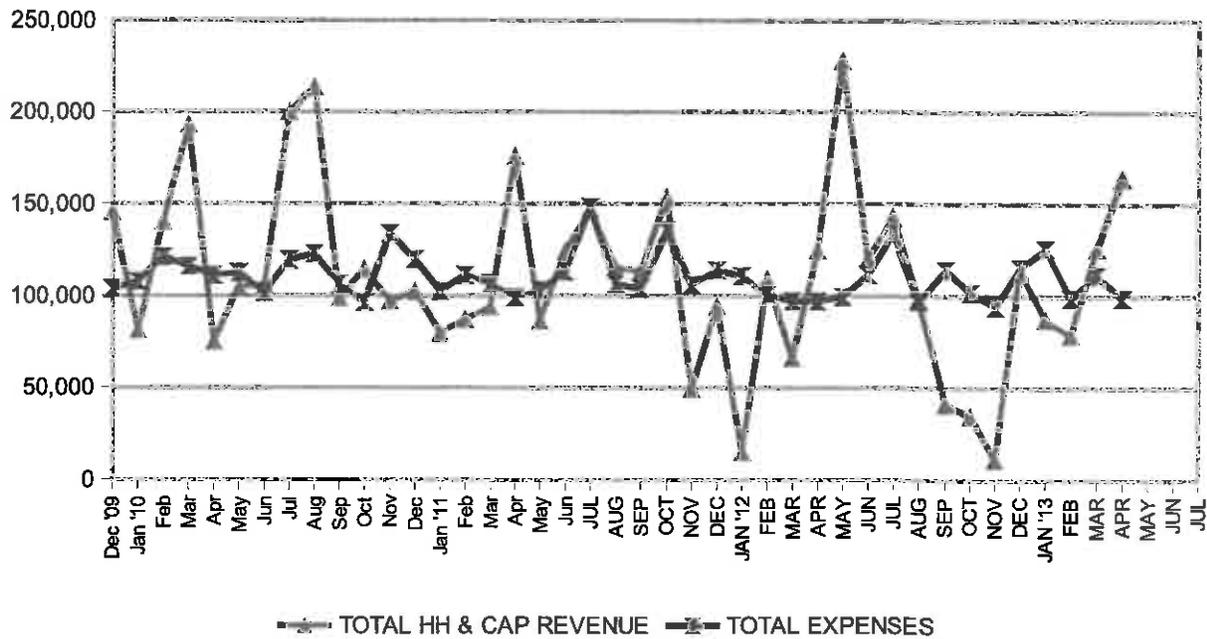
Home Health Visits By Payor



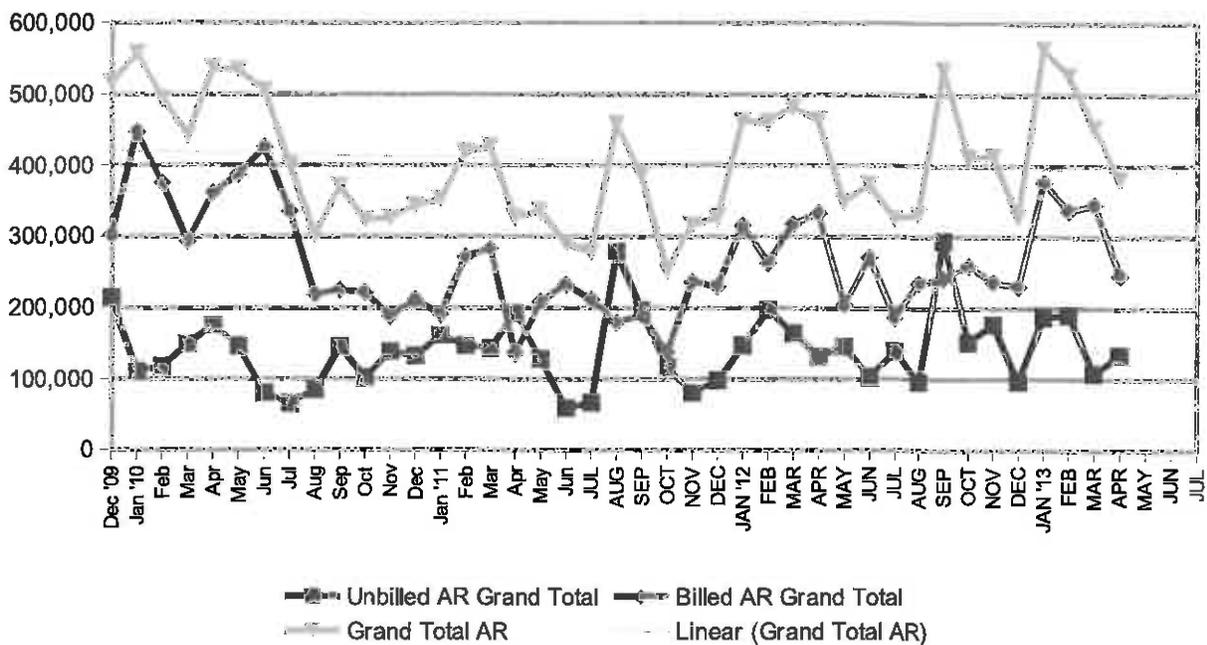
Home Health and CAP Census



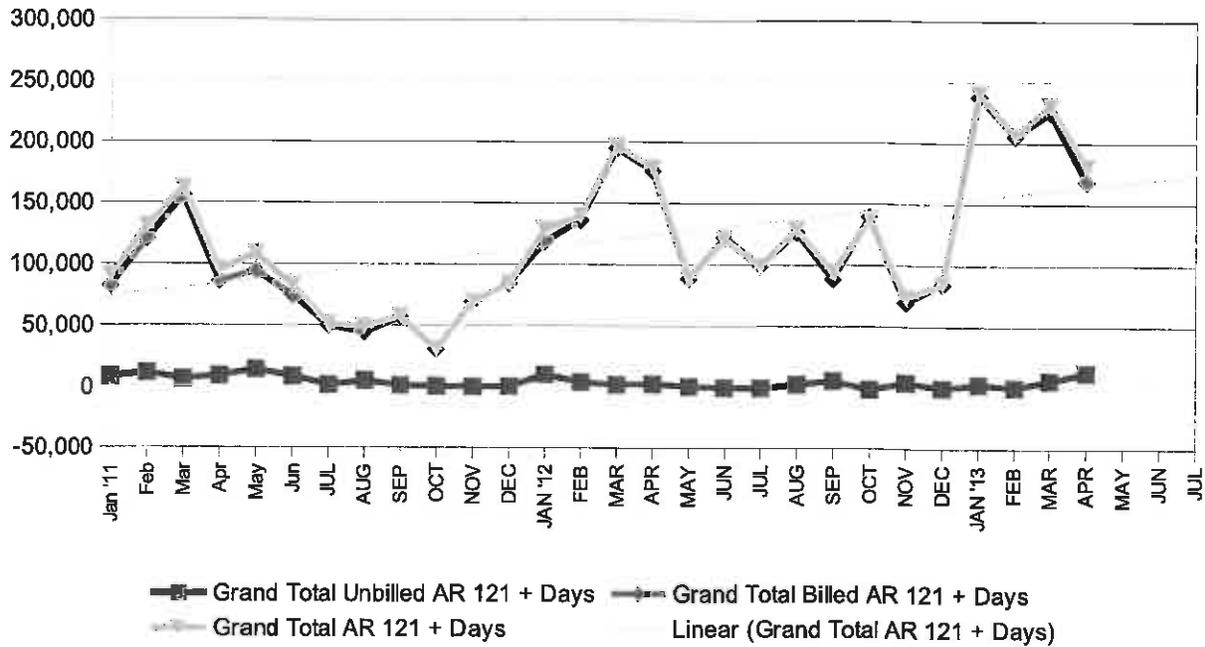
Home Health & CAP Actual Revenue & Expense



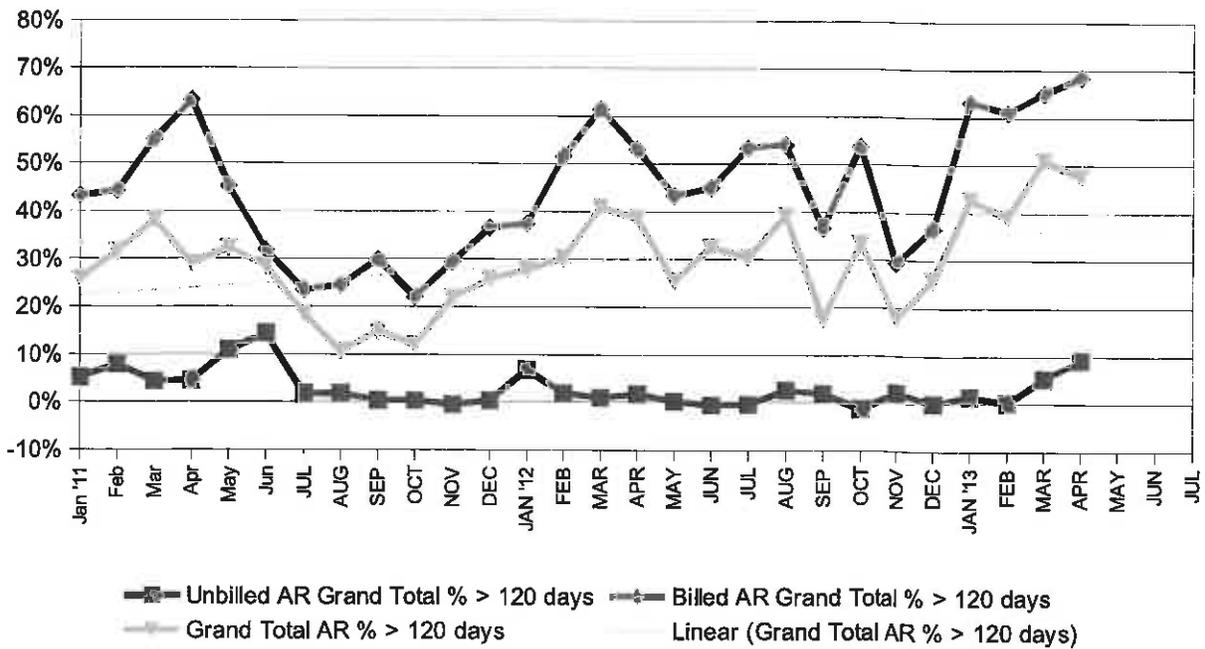
Home Health & CAP Total AR



Home Health & CAP AR Greater Than 120 Days



Home Health & CAP AR % Greater Than 120 Days



Attachment D



BOARD OF HEALTH CONFIDENTIALITY STATEMENT

As a Board of Health member who comes into the Caswell County Health Department (CCHD), by signing this statement, I agree to hold confidential any information gained by access to client/patient clinical records, personnel records, or other confidential materials as required by State and Federal law.

I will not use the information gained by access to client clinical records or client contact, personnel records, or other confidential materials for any purpose other than the one which affords me the right to the information and I will not remove any information from the premises except as approved in advance by the CCHD.

I understand that there are State laws that require official meetings of the Board of Health to be open to the public and this statement should not be interpreted in a way that conflicts with these laws.

Printed Name: _____

Signature: _____

Witness: _____

Date: _____

Date: _____

Attachment B



Promise to Avoid Any Conflict of Interest

I, the undersigned, promise to avoid and to reveal potential conflicts of interest.

- A. On behalf of the Caswell County Health Department (CCHD) and its clients, I will always select health care providers and suppliers on the basis of my good faith assessment of the best interest of the patient or client and of the CCHD. I will never select a provider or supplier on the basis of my own self-interest or the interest of any member of my family.
- B. I will not solicit or accept anything of value from any provider or supplier in exchange for any referral of a client for supplies, devices, services or treatment. I will not offer or give anything of value to any provider or supplier in exchange for any referral of a client for supplies, devices, services or treatment. I will not under any circumstances give or accept anything other than ordinary items of nominal value (e.g., a soft drink, an inexpensive pen with a company logo, a ride to a local meeting) to or from any provider or supplier.
- C. I will not do business on behalf of the CCHD with any firm
 - 1. In which I or a member of my immediate family has an investment interest (except large publicly traded companies where the investment and volume of business is nominal compared to the size of the company)
 - 2. Which employs me or a member of my immediate family.
- D. In certain circumstances, which cannot be completely foreseen but which would include a lack of acceptable alternative sources of treatment, devices, or supplies for for a particular patient or client, it may be necessary or prudent to deviate from promise #C, above. However, I will not deviate from any of these commitments without the prior written approval of CCHD's Compliance Officer and/or the Health Director.
- E. To the best of my ability, I will avoid the appearance of a conflict of interest.
- F. I will seek the advice of the Compliance Officer whenever I have any doubt about the application of these promises.

Signature

Date



*North Carolina
Forest Service*

*2012 Summary of
Accomplishments
in Caswell
County*

North Carolina Forest Service
973 Fire Tower Road
Yanceyville, NC 27379
(336) 694-6131
caswell.ncfs@ncagr.gov



2012 NCFS Summary of Accomplishments in Caswell County

COUNTY RESOURCES

Personnel

POSITION	NAME	YEARS WITH NCFS
County Ranger	Steve Thompson	28
Assistant County Ranger	Bryan Singleton	9
Forest Fire Equipment Operator	Jeremiah Greene	16

County personnel are supported by 11 District office employees, which are 100% state funded. In addition to this 600± employees are available from across the state to assist with incidents and technical advice in Caswell County.

Facilities

Headquarters --- 700 sq. ft. --- built 1963 --- state funded

Miscellaneous structures: **Storage Building**
 Fire Tower
 Equipment Shed

Vehicles & Heavy Equipment

YEAR	MODEL	MILES
2012	Ford 1 ton 4x4 pickup	4,951
2006	Ford 1 ton 4x4 pickup	122,281
2003	Ford 1 ton 4x4 pickup	125,137
1999	Volvo Truck/Tractor & lowboy trailer	52,251
1992	CAT D5C Crawler tractor with plow	2,610 tach. hrs

FOREST RESOURCES &
ECONOMIC STATISTICS

Forest management and reforestation activities added nearly **6.1 million dollars** to the Caswell County economy during fiscal year 2011-2012.

These efforts also provided seasonal work for site preparation contractors, logging crews and planting crews.

Forest Resources

Total land area in the county	272,500 acres
Commercial forest land (Protected by NCFS from wildfire, insects & disease)	181,800 acres
Privately owned forest land (Eligible for cost-share assistance)	166,500 acres
Estimated forest volume	366,100,000 cu. ft.
Estimated timber value	\$230,643,000.00

Economic Statistics

Value added to County Economy	FY 2011 - 2012
Total Federal Cost Share (SPBPP)(CRP, EQIP) (Establishment and Silviculture Cost Share monies received by landowners)	\$66,532.50
Total State (FDP)(NC-AG) Cost Share Program monies received by landowners	\$105,908.68
Estimated value of timber harvested in Caswell County	\$6,000,000.00
TOTAL ADDED TO ECONOMY	\$6,172,441.10
Future value added to County Economy	FY 2011 - 2012
Estimated value of pine plantations established in 2012 in 35 years	\$5,292,617.40

2012 NCFS Summary of Accomplishments in Caswell County

FOREST MANAGEMENT

In 2012, **164 Forest Management Plans were prepared** by the N.C. Forest Service placing an additional **10,272 acres under active forest management.**

Forest Management Plans include a field visit by a Service Forester and/or County Forest Service representative. During the field visit an examination of the land is made and written recommendations are made.

Recommendations concerning timber harvesting, timber stand improvement and reforestation are given, taking into account both the goals of the landowner and sound management practices that protect and enhance wildlife and water quality.

Forest Service employees assisted with the establishment of **1,491 acres of new forests. This equates to approximately 745,500 seedlings that were planted in Caswell County last year. In addition to this 7,231 trees were established in urban planting in Caswell County.**

Additionally, 163 initial and follow up inspections were conducted to verify compliance with state and federal water quality guidelines. (NC Forest Service is charged to ensure that both state and federal guidelines relating to water quality are followed on all forestry activities.)

2011 Forest Management Accomplishments

Management Plans prepared:	164
Acres in plans:	10,272
Acres of site preparation:	603
Acres planted:	1,491
Acres of timber harvested:	In Excess of 4,000
Acres of Wildlife Habitat Improvement:	1,948
Acres under Forestry Best Management Practices	10,147
Logging and Water Quality Inspections: (all in compliance)	163
Logging Inspection Violations (All Brought into Compliance)	9

TREE PLANTING

Caswell County Landowners That Planted Trees in 2012

Bruce Pleasant, Kirk Weadon, Anne Page Watson, Aaron Cobb, John Bayliss, Michael Graves, Semora Limited Partnership, Ernie Koury Jr., Joyce Willis, Jack Pointer Jr., Jack Norris, Julian Bell, James Painter, Todd Curtis, William Tatum, Herbert Moore Jr., Josh Michael, Mary Carroll, James N. Harris, Joe Winstead, Brent Duncan, Charles Holt, Terry Walker, Robert Brown, John Norton, Richard Gwynn, John McKinney, Jackie Underwood, Andrew Krichman, Allison Page, Keith Blalock, Isabella Allred, Lea Hust, James Brafford Jr., Debra Brafford Stainback, Mary Brafford Talley, James Harrell Swain, Charles R. Boyd, Patsy Allred, Brenda Lee, Mary W. Jones, Mae Parker, Jake Carey, Mary Gwynn, Maurice Hull, Osmond Smith, Jim Long, Wayne Deaton, Greg Deaton, Van Barker, James Shumaker, Richard Shumaker, Rodney Ingram, Forest Home Trust, Progress Energy, Mark Baker, Brant Ramm, Hugh Cummings, Ella Marie Smith, Charlie Abercrombie.

FOREST STEWARDSHIP

Forest Stewardship Program

The Forest Stewardship Program is a cooperative effort involving several agencies and forestry professionals. It is designed to encourage landowners to manage their natural resources to enhance timber, fish and wildlife, water, soils, and aesthetics. Below is a list of Caswell County Forest Stewardship Committee members and the agencies with which they are associated.

Steve Thompson	N.C. Forest Service
Vacant	Natural Resources Conservation Service
Joey Knight	N.C. Cooperative Extension Service
Jason Allen	N.C. Wildlife Resources Commission

WILDFIRE RESPONSE

In 2012, the NCFS in Caswell County responded to 14 wildfires that burned 66 acres. Four warning tickets were issued to burning offenders.

Fire Control

Number of forest fires controlled:	14
Number of acres burned:	66
Threatened buildings / homes saved:	23
Value of buildings / homes saved:	\$17.85 Million

Law Enforcement

Number of warning tickets issued:	4
Number of court cases:	0

Fire Prevention

Number of school programs:	21
Number of exhibits / displays:	5
Acres of hazard reduction and wildlife burning by NCFS, NCWRC & landowners:	1,203

INSECT AND DISEASE CONTROL

At this time there are no major forestry insect or disease problems in Caswell County; however due to extended drought conditions we are seeing an increase in IPS beetle mortality in conifer stands.

Gypsy Moth egg masses have been located in northern Caswell County and treatments have been made by the department of agriculture to slow the spread.

There has also been an outbreak of Emerald Ash Borers in Pittsylvania county Virginia. These insects will attack and kill Ash trees. This is a major concern for Caswell County because there are a lot of ash trees located in bottomland areas. The Department of Agriculture has set traps for Emerald Ash Borers in Caswell County to see if treatments will be necessary.

123 landowners were advised on treatment options for various insect and disease problems. Forest Service employees conduct periodic aerial surveys to detect forest pest outbreaks.

If an infestation is discovered, County Forest Service personnel undertake the following activities:

1. The site is located and the affected landowner is informed;
2. Control measures are communicated to landowner;
3. NCFS personnel assist landowner with marking infected area and making harvest recommendations.

INFORMATION/EDUCATION

Accomplishments in 2012 include:

1. Five Smokey Bear visits to elementary schools were conducted, at which fire prevention materials were distributed;
2. Twenty one school programs were conducted with students from elementary through high school;
3. Forest Service personnel escorted Smokey in 3 parades;
4. Forest Service personnel conducted 14 programs for 4-H and various civic groups;
5. Forest Service personnel conducted 3 interviews for newspaper articles.

SPECIAL PROJECTS

NC Forest Service personnel continue to assist with ongoing projects of the arboretum in Yanceyville.

Caswell County NCFS Personnel responded to assist Eastern North Carolina with hurricane damage in 2012.

The Caswell County Forestry Association headed by the NC Forest Service, County Extension, Natural Resource and Conservation Service, Caswell Soil and Water and Local Tree Farm Coordinator Jim Long has continued to be of high interest for Caswell County landowners. This consists of annual meetings and on farm tours of local landowners. Forest Service staff and other environmental professionals provide information at various stops dealing with various forestry and wildlife practices. This has been greatly accepted by Caswell County landowners.

Caswell County Forest Service Personnel have trained nine out of ten Volunteer Fire Departments in Caswell County in Wildland Fire Suppression. This training course provides knowledge and tactics used to extinguish wildland fires.

Caswell County Volunteer Fire Departments are able to purchase class A foam used for fire suppression at a reduced cost through the NC Forest Service. Volunteer Fire Departments are also able to acquire wildland firefighting equipment through the FEPP program which is administered through the NC. Forest Service.

CURRENT NEEDS

Service to the citizens Caswell County will be enhanced by purchase of the following items:

- The Purchase of one truck will be needed within the next year. Approximately 15,000 miles are put on our trucks per year. Vehicles are normally replaced when they reach 100,000 miles. One of the vehicles we have now has 120,000 miles or greater.