

MINUTES OF THE CASWELL COUNTY BOARD OF HEALTH

The Caswell County Board of Health met at 7:00 P.M. on Tuesday, May 28, 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

I. Call to Order

A. The meeting of the Caswell County Board of Health was called to order by the Chair, Donald Fuller, at 7:00 P.M.

II. Public Comment

A. The Chair commented that there had been a case of rabies in a cow in Rockingham County recently and some goats were also exposed to a rabid skunk in February. He recommended that all susceptible animals be vaccinated for rabies and any strangely behaving animals should be considered sick until proven otherwise.

III. Action Items

A. Approval of Minutes

A motion was made by Cecil Page and seconded by Rick McVey, to approve the April 28, 2013, Minutes of the Board Of Health as distributed in the packet. The motion carried on a vote of 8 to 0.

B. Budget Amendment

1. Budget Amendment #4 was discussed as presented in the packet. The amendment adjusted state funds in the environmental health and child health programs. A check for \$1,750 was budgeted in from the QI 101 activities. In addition funds were moved between lines to cover expenses.
2. Dr. Moore was asked why the child health funds could not be spent. He said that these state funds, with a lot of strings attached and it is sometimes difficult to meet all of these requirements. The most restrictive “string” for these funds is that they must be spent on non-Medicaid children and most of the children we see have Medicaid.
3. There was some discussion about the reimbursement cuts that both Medicaid and Medicare were putting in place.
4. The chair asked why the dues and subscriptions line item was increased by almost \$2500. Dr. Moore replied that this was due to the need to pay for accreditation for home health. Dr. Moore also said that there were publications that were purchased to keep staff up-to-date.

A motion was made by Cecil Page and seconded by Rose Satterfield, to approve Budget Amendment #4 as presented in the packet. The motion carried on a vote of 8 to 0.

IV. Informational Items

A. Statistical Reports

1. Dr. Moore reviewed the various statistical reports included in the packet.
 - a. He commented on the patient's by zip code report for the clinic, saying that 94% of the clinic visits came from 12 Caswell County zip codes.
 - b. He commented on the environmental health report showing that April was a particularly good revenue month.
 - c. The home health statistics showed that the revenue in April was unusually high which is needed to make up for the shortfall from last fall.
 - d. Dr. Moore said that we were making progress toward a break even in year but it will be close.

B. Budget Report

1. He pointed out that we were at 75.8% of total expenses and the total revenue was at 70.9%. \$77,000 this shortfall is due to the standard one-month delay in reimbursement by the state. In addition, sometimes the state pays us at the very end of a month or possibly at the beginning of the following month. Dr. Moore was concerned that the state may be doing this to try to save them a month of expenses.
2. Dr. Moore pointed out that both Medicare and Medicaid were below where they should be but are not as bad as they were last month. He was cautiously optimistic that this would continue to improve.
3. Private insurance revenue is only at 48.8% but the total shortfall is less than \$10,000. Private insurance patients make up only a small portion of the clients we see and getting claims paid takes a lot more work than with Medicare or Medicaid.
4. Dr. Moore was asked why the jail health revenue was at 114%. He said that this was probably due to funds being back in the war and not backed out at the beginning of this fiscal year and in addition when a prisoner was seen at the health department the payment may have been put into the wrong category since it came in on the same check from the jail.

C. Personnel Issues

1. Dr. Moore said that a number of employees had been out on leave due to deaths in the family, maternity leave, surgery, resignation, training, vacations and other legitimate reasons. This has left us short staffed both in the clinic and in home health. In addition, an employee is expected to go out on maternity leave this coming fall which we will have to cover for and another nurse is retiring at the end of December.
2. Dr. Moore said that he felt like the staffing situation at the health department was adequate when there were no problems but anytime someone was out for whatever reason it's caused some turmoil. As long as the waters are smoothed we are adequately staffed but any time a wave comes along it causes problems.
3. Unfortunately, it takes 3 to 6 months to train a nurse to function independently in our home health program. This means it is difficult to use temporary staff to fill in the staffing gaps. In the meantime, we are pulling our administrative nurses into the field to cover patient care but this means that some of the administrative duties are left undone. We are considering limiting new admissions to only Caswell County but we are hesitant to do this because once a referral source hears that we are not accepting patients they use other home health agencies and it takes a significant effort on our part to get back on the referral list.
4. Another thought is that we have discussed is trying to hire the replacement for the retiring nurse early in the fiscal year to help cover the shortfall caused by the

employee going out on maternity leave. This will have some budgetary implications but we may try to implement this.

5. Dr. Moore asked the board if they had any suggestions about how to solve our staffing issues.
 - a. There was a general discussion about the salary and benefits package of health department nurses and staff.
 - b. Nate Hall asked how integrated the “upstairs” and “downstairs” nurses were. That Dr. Moore said that there was almost no overlap due to the jobs being very different. Mr. Hall said that if there was some way to integrate the clinic and the home health nurses it would give us a larger pool to cover staffing shortages and reduce some of the stresses. Dr. Moore stated that he thought this sounded good in theory however, due to the time it took to train a home health nurse and the very different job duties, staff would not be very receptive to this. Mr. Hall said that the staffing problems were not going to go away and we should begin the training process as soon as possible. In addition, Mr. Hall said that if staff did not like this they would have to make up their minds what they wanted to do, but as an agency we didn't have much choice. Dr. Moore said that he would have to think about this.
 - c. Cecil Page suggested that we should consider having some “floating” staff that could work upstairs and downstairs to fill in the gaps. Dr. Moore said that what we have done in the past is have some part-time hourly nurses that could fill in the gap but that option was not available to us this time.
 - d. Dr. Moore commented that both the clinic and home health were understaffed at the moment and filling a vacancy now will just bring us back to level. Perhaps once we reach level staffing and additional staff member could be hired as a “floater”.
6. Dr. Moore was asked if we had hired a new environmental health specialist. He said that what we had and that he was starting the training process. We interviewed several candidates that had experience however having experience is a double-edged sword. Experienced candidates often bring some unwanted baggage along with their experience. This was the case with our recent interviews.

V. Board of Health Membership

- A. One Board of Health member who is completing her term has decided not to reapply for another term.
- B. Dr. Moore was not sure if the other members were going to reapply.
- C. Dr. Moore also reminded the Board of Health members to turn in their orientation training certificate from the online training. This is needed for accreditation.

VI. Adjournment

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

Approved By: _____
Health Director

Date

Board of Health

Date

Health Director's Report – July 23, 2013

I. Board of Health

A. Membership

1. The Board of County Commissioners has reappointed Keisha King and Cecil Page to the Board of Health and have appointed Sharon Bryant Kupit as a new member effective July 1.
2. If board members have not yet completed their online orientation, they are encouraged to do so. This can be found at the following link:
http://www2.sph.unc.edu/nciph/local_boards_of_health_training_19511_12491.html. In addition the Institute for Public health has some training for Board of Health members. Is this something that the board would like for Dr. Moore to arrange?
3. If board members have not signed the conflict of interest and the confidentiality statement please be prepared to sign this at the meeting.

B. Board of Health Officers

1. July is the annual meeting of the Board of Health where the Chairperson and Vice-Chairperson are elected.
2. There was no quorum at the scheduled June meeting so please make every effort to attend this meeting so we can accomplish this election.

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 May (91.6% of the fiscal year). According to this report the Health Department is at 84% of total budgeted expenses and 79% of budgeted revenue.
2. We received the Medicaid cost settlement at the very end of FY 12-13 in the amount of about \$191,000.
3. Budget Amendment #5
 - a. This budget amendment is included in the packet. This amendment is an attempt to tie up all the budgetary loose ends for FY 12-13.
 - b. There is no total increase or decrease in the budget but funds were moved between the lines to cover expenses.
4. The County Finance Office has not yet finished entering in all of the revenue and expenses for FY 12-13 so the following is just an estimate. The Health Department started FY 12-13 with \$712,991 in its fund balance. It appears that we used about \$170,000 of the \$256,000 of budgeted fund balance during FY 12-13. So the estimated, total Health Department fund balance at the end of FY 12-13 is \$540,000. We budgeted in \$286,000 of fund balance into FY 13-14.

B. Fiscal Year 2013-2014

1. The Board of Commissioners approved a budget for the new fiscal year on 6/29/2013. A copy of the approved budget is included in the packet
2. The North Carolina legislature is also considering some bills that may have an impact on health departments but until the bills are approved we won't really know what the impact is going to be.

III. Miscellaneous Informational Items

- A. Environmental Health Statistics
- B. Home Health Statistics
- C. Personal Health Statistics
- D. NC Map of Health Department Governance Models

CASWELL COUNTY BUDGET AMENDMENT # _____
Health Department Amendment # 5

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	(\$41,129.00)	\$1,602,645.00
Call 122	100.5110.122.000	\$3,284.00	\$47,058.00
Longevity 127	100.5110.127.000	(\$49.00)	\$24,490.00
SS / FICA 181	100.5110.181.000	\$1,983.00	\$131,264.00
Retirement 182	100.5110.182.000	\$4,796.00	\$114,478.00
Health Insurance 183	100.5110.183.000	\$4,912.00	\$217,794.00
Contracted Services 199	100.5110.199.000	\$15,573.00	\$453,028.00
Program Supplies 230	100.5110.230.000	(\$1,892.00)	\$37,177.00
Pharmaceuticals 238	100.5110.238.000	\$492.00	\$38,803.00
HH/CAP Med Supplies 239	100.5110.239.000	\$16,683.00	\$216,352.00
Office Supplies 260	100.5110.260.000	(\$34.00)	\$18,712.00
Small Tools & Equip. 295	100.5110.295.000	(\$1,257.00)	\$15,896.00
Mileage 311	100.5110.311.000	\$1,069.00	\$118,003.00
Travel Subsistence 312	100.5110.312.000	(\$1,187.00)	\$4,378.00
Telephone 321	100.5110.321.000	(\$866.00)	\$12,515.00
Postage 325	100.5110.325.000	(\$414.00)	\$7,041.00
Printing 340	100.5110.340.000	(\$628.00)	\$2,078.00
Maint & Repair 352	100.5110.352.000	(\$67.00)	\$8,371.00
Advertising 370	100.5110.370.000	\$53.00	\$2,420.00
Laundry 392	100.5110.392.000	\$19.00	\$1,472.00
Training 395	100.5110.395.000	(\$1,838.00)	\$9,415.00
Rental of Copier 431	100.5110.431.000	(\$238.00)	\$8,852.00
Rental of Post Meter 432	100.5110.432.000	\$204.00	\$819.00
Ins & Bonding 450	100.5110.450.000	\$0.00	\$4,616.00
Dues, Subsc. & Pub. 491	100.5110.491.000	\$531.00	\$9,502.00
Capital Outlay 500	100.5110.500.000	\$0.00	\$0.00
		\$0.00	

<i>Revenue Lines</i>	<i>Account Code</i>	<i>Increase / (Decrease)</i>	<i>Amended Budget</i>
Medicaid - Public Health	100.3510.421.008	\$65,007.00	\$969,850.00
Medicare - Public Health	100.3510.422.008	(\$43,242.00)	\$661,810.00
Medicare - HMO	100.3510.422.010	(\$21,432.00)	\$80,486.00
Private Insurance	100.3510.420.008	(\$333.00)	\$17,517.00
		\$0.00	

Justification:

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

CASWELL COUNTY HEALTH DEPARTMENT (FY 2012-2013)

	Budget	Actual YTD	Balance	YTD = 100.00%
SALARY & BENEFITS SUBTOTAL	2,137,729.00	2,003,924.72	133,804.28	93.74%
Board Expenses 120	0.00	0.00	0.00	0.00%
Salary 121	1,602,645.00	1,521,074.39	81,570.61	94.91%
Call 122	47,058.00	43,058.00	4,000.00	91.50%
Longevity 127	24,490.00	23,778.36	711.64	97.09%
SS / FICA 181	131,264.00	116,859.58	14,404.42	89.03%
Retirement 182	114,478.00	104,401.35	10,076.65	91.20%
Health Insurance 183	217,794.00	194,753.04	23,040.96	89.42%
OPERATIONAL EXPENSE SUBTOTAL	969,889.00	856,348.38	113,540.62	88.29%
Contracted Services 199	453,028.00	402,633.12	50,394.88	88.88%
Food & Provisions 220	439.00	268.24	170.76	61.10%
Program Supplies 230	37,177.00	31,953.88	5,223.12	85.95%
Pharmaceuticals 238	38,803.00	26,076.30	12,726.70	67.20%
HH/CAP Med Supplies 239	216,352.00	198,898.97	17,453.03	91.93%
Office Supplies 260	18,712.00	13,049.57	5,662.43	69.74%
Small Tools & Equip. 295	15,896.00	13,015.25	2,880.75	81.88%
Mileage 311	118,003.00	112,000.10	6,002.90	94.91%
Travel Subsistence 312	4,378.00	1,912.11	2,465.89	43.68%
Telephone 321	12,515.00	11,169.25	1,345.75	89.25%
Postage 325	7,041.00	5,266.44	1,774.56	74.80%
Printing 340	2,078.00	885.75	1,192.25	42.63%
Maint & Repair 352	8,371.00	8,207.81	163.19	98.05%
Advertising 370	2,420.00	1,266.90	1,153.10	52.35%
Laundry 392	1,472.00	1,252.49	219.51	85.09%
Training 395	9,415.00	6,943.07	2,471.93	73.74%
Rental of Copier 431	8,852.00	8,760.56	91.44	98.97%
Rental of Post Meter 432	819.00	816.00	3.00	99.63%
Ins & Bonding 450	4,616.00	4,615.24	0.76	99.98%
Dues, Subsc. & Pub. 491	9,502.00	7,357.33	2,144.67	77.43%
Capital Outlay 500	0.00	0.00	0.00	0.00%
TOTAL EXPENSES	3,107,618.00	2,860,273.10	247,344.90	92.04%
REVENUE TOTAL	3,107,618.00	2,918,136.83	189,481.17	93.90%
STATE SUBTOTAL	648,670.00	542,074.72	106,595.28	83.57%
(101) COUNTY APPROP	387,076.00	387,007.61	68.39	99.98%
(103) UR FUND BAL	79,325.00	79,321.77	3.23	100.00%
(102) WCH FUND BAL	129,046.00	116,799.78	12,246.22	90.51%
(102) PPC FUND BAL	48,155.00	39,928.88	8,226.12	82.92%
OTHER SUBTOTAL	643,602.00	623,058.04	20,543.96	96.81%
(102) MCD – REGULAR	822,929.00	762,357.85	60,571.15	92.64%
(102) MCD – SETTLEMENT	146,921.00	191,310.00	-44,389.00	130.21%
(103) MCR – REGULAR	661,810.00	639,685.21	22,124.79	96.66%
(103) MCR – HMO	80,486.00	68,102.48	12,383.52	84.61%
(103) PRIVATE INS	17,517.00	8,974.65	8,542.35	51.23%
(103) DIRECT FEES	70,830.00	65,548.04	5,281.96	92.54%
(103) JAIL HEALTH	14,853.00	17,025.84	-2,172.84	114.63%
EARNED SUBTOTAL	1,815,346.00	1,753,004.07	62,341.93	96.57%
BALANCE	0.00	57,863.73		

Amount Included In State Delay
Actual

-7,520.19
65,383.92

Net →		ADW	PHP	EH	CAP	HH	AH	CH	CCAC	CD	FP
82	TOTAL STATE GRANTS	285,355.00	30,720.00	4,750.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
83	Medicaid				140,000.00	427,656.00	40,000.00	76,875.00	42,000.00		
84	Medicare					702,901.00	1,500.00				
85	MCR-HMO					57,437.00					
86	Private Ins.					10,000.00	1,250.00	200.00			750.00
87	Direct Fees			49,601.00		500.00	12,424.00	1,000.00			1,625.00
89	County Tax Appropriation	40,000.00	0.00	159,056.00	0.00	0.00	75,318.00	0.00	0.00	14,302.00	0.00
90	WCH Fund Balance	10,000.00						38,551.00	5,949.00		34,174.00
91	UR Fund Balance	5,000.00			41,042.00						
92	PPC Fund Balance	5,000.00									
99	TOTAL NON-STATE REVENUE	50,000.00	0.00	209,657.00	181,042.00	1,199,494.00	190,492.00	177,529.00	47,949.00	14,302.00	174,549.00
100	GRAND TOTAL REVENUE	335,355.00	30,720.00	213,407.00	181,042.00	1,199,494.00	190,492.00	177,529.00	48,840.00	28,612.00	184,533.00
EXPENSES											
1	Board Salary & Expenses (120)										
2	Salary (121)	9,692.00	16,359.00	143,880.00	101,195.00	562,752.00	129,173.00	96,093.00	32,616.00	18,612.00	112,532.00
3	On Call (122)					31,243.00					
4	Longevity (127)	82.00	55.00	2,295.00	1,062.00	7,892.00	1,559.00	1,267.00		684.00	1,901.00
5	SS/FICA (181)	748.00	1,256.00	11,183.00	7,864.00	46,820.00	10,001.00	7,449.00	2,496.00	1,477.00	8,755.00
6	Retirement (182)	691.00	1,161.00	10,335.00	7,256.00	41,325.00	9,243.00	6,884.00	2,306.00	1,365.00	8,091.00
7	Health Ins. (183)	1,861.00	3,151.00	18,914.00	15,281.00	70,475.00	19,414.00	13,497.00	5,661.00	2,045.00	13,994.00
8	Vacation Buy Out				534.00	10,137.00					
13	TOTAL SALARY & BENEFITS	13,074.00	21,982.00	186,607.00	133,192.00	770,644.00	169,390.00	125,190.00	43,079.00	24,183.00	145,273.00
14	Contracted Services (199)	262,700.00		2,000.00	1,000.00	170,000.00	2,000.00	7,803.00	741.00	50.00	7,812.00
15	Food & Provisions (220)					250.00					
16	Program Supplies (230)		5,128.00	4,000.00			2,200.00	2,200.00			5,500.00
17	Pharmaceuticals (238)		500.00			700.00	4,500.00	2,000.00			23,533.00
18	HH/CAP Medical Supplies (239)				38,000.00	150,000.00					
19	Office Supplies (260)	16,501.00									
20	Small Tools/Equipment (295)	20,049.00		2,000.00	2,500.00	9,000.00	277.00	147.00			
21	Travel Mileage (311)	2,091.00	2,000.00	13,000.00	5,500.00	75,000.00	200.00	300.00	4,094.00	500.00	400.00
22	Travel Substistence (312)	500.00	250.00	2,000.00		400.00	100.00	100.00	100.00	300.00	200.00
23	Telephone (321)	6,500.00	560.00	900.00	500.00	2,500.00	800.00	500.00	75.00	30.00	340.00
24	Postage (325)	100.00	50.00	1,000.00	100.00	500.00	75.00	25.00	476.00		75.00
25	Printing (340)	250.00		400.00		2,000.00					
26	Maintenance & Repair (352)	4,750.00									
27	Advertising (370)					500.00	50.00	200.00	50.00		200.00
28	Laundry & Dry Cleaning (382)						275.00	225.00			250.00
29	Training/Employee Ed. Exp. (395)	1,000.00	250.00	1,350.00	250.00	2,700.00	500.00	750.00		150.00	800.00
30	Rental of Copier (431)	9,500.00									
31	Rental of Postage Meter (432)	850.00									
32	Insurance & Bonding (450)	5,000.00									
33	Dues & Subscriptions (491)	3,500.00		150.00		14,000.00	125.00	50.00	25.00		150.00
34	Capital Outlay (550)							10,000.00			
99	TOT. OPERATING EXPENSES	333,291.00	8,738.00	26,800.00	47,850.00	427,850.00	11,102.00	24,309.00	5,561.00	1,030.00	39,260.00
100	GRAND TOTAL	346,366.00	30,720.00	213,407.00	181,042.00	1,199,494.00	190,492.00	149,490.00	48,840.00	25,213.00	184,533.00

Net →	MH	PCIM	PPC	TB	WBF	WCS	WGA	WNE	STI
REVENUE									
82 TOTAL STATE GRANTS	16,783.00	0.00	53,000.00	2,199.00	23,163.00	68,441.00	7,404.00	22,752.00	506.00
83 Medicaid	25,000.00	60,102.00	75,000.00	200.00					8,750.00
84 Medicare									
85 MCR-HMO									
86 Private Ins.	2,627.00		200.00	20.00					
87 Direct Fees	500.00		250.00	2,300.00					
89 County Tax Appropriation	0.00	0.00	7,361.00	13,631.00	1,370.00	1,821.00	562.00	1,778.00	56,377.00
90 WCH Fund Balance	45,249.00								
91 UR Fund Balance									
92 PPC Fund Balance			50,081.00						
99 TOTAL NON-STATE REVENUE	73,376.00	60,102.00	132,592.00	16,151.00	1,370.00	1,821.00	562.00	1,778.00	35,127.00
100 GRAND TOTAL REVENUE	90,159.00	60,102.00	185,592.00	16,350.00	24,533.00	70,262.00	7,966.00	24,530.00	65,157.00

EXPENSES	1	2	3	4	5	6	7	8	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	99	100		
Board Salary & Expenses (120)																																		
Salary (121)	53,931.00	45,101.00	100,640.00	11,176.00	15,600.00	47,468.00	5,200.00	14,807.00	47,499.00																									
On Call (122)			12,762.00																															
Longevity (127)	1,507.00		1,522.00	317.00	124.00	770.00	108.00	297.00	853.00																									
SS/FICA (181)	4,241.00	3,451.00	8,792.00	880.00	1,203.00	3,691.00	407.00	1,156.00	3,699.00																									
Retirement (182)	3,920.00	3,189.00	8,125.00	813.00	1,112.00	3,411.00	376.00	1,068.00	3,419.00																									
Health Ins. (183)	6,536.00	6,107.00	12,686.00	1,634.00	3,684.00	9,429.00	717.00	2,304.00	5,618.00																									
Vacation Buy Out																																		
TOTAL SALARY & BENEFITS	70,135.00	57,848.00	144,527.00	14,820.00	21,723.00	64,769.00	6,808.00	19,632.00	61,088.00																									
Contracted Services (199)	7,600.00	75.00	37,940.00	1,500.00	110.00	300.00		150.00	1,500.00																									
Food & Provisions (220)	100.00																																	
Program Supplies (230)	2,800.00		1,600.00	100.00	450.00	4,943.00		4,248.00	1,700.00																									
Pharmaceuticals (238)	4,250.00		50.00	350.00					25.00																									
HH/CAP Medical Supplies (239)																																		
Office Supplies (260)																																		
Small Tools/Equipment (295)	2,488.00																																	
Travel Mileage (311)	300.00	1,054.00	200.00	1,000.00	850.00	200.00	202.00	200.00	639.00																									
Travel Subsistence (312)	100.00	100.00	100.00	200.00	500.00	200.00			100.00																									
Telephone (321)		700.00	300.00																															
Postage (325)	250.00	75.00	325.00	25.00			756.00		150.00																									
Printing (340)	50.00	75.00	75.00	25.00					50.00																									
Maintenance & Repair (352)	500.00				350.00																													
Advertising (370)	200.00	25.00	100.00	25.00																														
Laundry & Dry Cleaning (392)	150.00		300.00	30.00																														
Training/Employee Ed. Exp. (395)	1,086.00	125.00	300.00	250.00	400.00																													
Rental of Copier (431)																																		
Rental of Postage Meter (432)																																		
Insurance & Bonding (450)																																		
Dues & Subscriptions (491)	150.00	25.00	75.00	25.00																														
Capital Outlay (550)																																		
TOT. OPERATING EXPENSES	20,024.00	2,254.00	41,365.00	3,530.00	2,810.00	5,493.00	1,158.00	4,898.00	4,539.00																									
GRAND TOTAL	90,159.00	60,102.00	185,892.00	18,350.00	24,533.00	70,262.00	7,966.00	24,530.00	65,627.00																									

Net →	REVENUE							FY 12-13 Budget	Variance	Prop. Line % of Tot.
	SA-TOTAL	EH-TOTAL	HH-TOTAL	PH-TOTAL	WIC-TOTAL	0.00	0.00			
82	317,085.00	4,750.00	0.00	185,932.00	12,176.00	0.00	0.00	643,140.00	-13,613.00	20.27%
83	0.00	0.00	567,656.00	405,927.00	0.00	0.00	0.00	904,843.00	68,740.00	31.35%
84	0.00	0.00	702,901.00	1,500.00	0.00	0.00	0.00	705,052.00	-651.00	22.68%
85	0.00	0.00	57,437.00	0.00	0.00	0.00	0.00	101,918.00	-44,481.00	1.85%
86	0.00	0.00	10,000.00	5,047.00	0.00	0.00	0.00	17,850.00	-2,803.00	0.48%
87	0.00	49,601.00	500.00	16,099.00	0.00	0.00	0.00	69,080.00	-860.00	2.20%
89	40,000.00	159,056.00	0.00	166,989.00	5,531.00	0.00	0.00	387,290.00	-15,714.00	11.96%
90	10,000.00	0.00	0.00	124,923.00	0.00	0.00	0.00	129,046.00	5,877.00	4.34%
91	5,000.00	0.00	41,042.00	50,000.00	0.00	0.00	0.00	79,325.00	16,717.00	3.09%
92	5,000.00	0.00	0.00	50,081.00	0.00	0.00	0.00	48,155.00	6,926.00	1.77%
99	60,000.00	208,657.00	1,379,536.00	822,566.00	5,531.00	0.00	0.00	2,442,859.00	33,731.00	79.73%
100	317,085.00	213,407.00	1,379,536.00	1,008,498.00	127,291.00	0.00	0.00	3,955,489.00	20,118.00	100.00%

Net →	EXPENSES							FY 12-13 Budget	Variance	Prop. Line % of Tot.
	SA-TOTAL	EH-TOTAL	HH-TOTAL	PH-TOTAL	WIC-TOTAL	0.00	0.00			
1	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
2	26,051.00	145,820.00	683,947.00	647,373.00	83,075.00	0.00	0.00	1,621,221.00	-56,895.00	50.37%
3	0.00	0.00	31,243.00	12,762.00	0.00	0.00	0.00	43,774.00	231.00	1.42%
4	137.00	2,235.00	8,954.00	9,610.00	1,299.00	0.00	0.00	25,612.00	-3,317.00	0.72%
5	2,000.00	11,183.00	54,684.00	51,241.00	6,457.00	0.00	0.00	129,109.00	-3,540.00	4.04%
6	1,852.00	19,235.00	48,581.00	47,355.00	5,967.00	0.00	0.00	109,019.00	5,071.00	3.67%
7	5,012.00	18,914.00	85,756.00	87,192.00	16,134.00	0.00	0.00	214,496.00	-1,488.00	6.86%
8	0.00	0.00	10,671.00	0.00	0.00	0.00	0.00	0.00	-10,671.00	0.34%
13	35,056.00	186,607.00	903,836.00	855,533.00	112,932.00	0.00	0.00	2,143,231.00	-49,267.00	67.42%
14	262,700.00	2,000.00	171,000.00	67,021.00	560.00	0.00	0.00	432,062.00	71,219.00	16.20%
15	0.00	0.00	250.00	100.00	0.00	0.00	0.00	386.00	-36.00	0.01%
16	5,128.00	4,000.00	0.00	16,100.00	9,641.00	0.00	0.00	40,071.00	-5,202.00	1.12%
17	500.00	0.00	700.00	34,708.00	0.00	0.00	0.00	40,338.00	-4,430.00	1.16%
18	0.00	0.00	188,000.00	0.00	0.00	0.00	0.00	205,000.00	-17,000.00	6.05%
19	16,501.00	0.00	0.00	0.00	0.00	0.00	0.00	19,140.00	-2,639.00	0.53%
20	20,049.00	2,600.00	11,500.00	3,551.00	0.00	0.00	0.00	15,883.00	21,217.00	1.19%
21	4,091.00	13,000.00	80,500.00	8,148.00	1,452.00	0.00	0.00	117,100.00	-9,909.00	3.45%
22	750.00	2,000.00	400.00	1,309.00	700.00	0.00	0.00	5,398.00	-248.00	0.17%
23	7,960.00	950.00	3,000.00	1,000.00	0.00	0.00	0.00	13,378.00	-1,419.00	0.39%
24	150.00	1,050.00	600.00	2,570.00	756.00	0.00	0.00	7,039.00	-1,963.00	0.16%
25	350.00	0.00	300.00	928.00	0.00	0.00	0.00	2,562.00	-1,086.00	0.05%
26	4,750.00	400.00	2,000.00	500.00	360.00	0.00	0.00	8,300.00	-300.00	0.26%
27	0.00	0.00	500.00	950.00	250.00	0.00	0.00	2,221.00	-821.00	0.05%
28	0.00	0.00	0.00	1,380.00	0.00	0.00	0.00	1,314.00	66.00	0.04%
29	1,350.00	1,350.00	2,960.00	4,081.00	600.00	0.00	0.00	10,855.00	-644.00	0.33%
30	9,500.00	0.00	0.00	0.00	0.00	0.00	0.00	9,990.00	410.00	0.31%
31	850.00	0.00	0.00	0.00	0.00	0.00	0.00	853.00	-3.00	0.03%
32	5,000.00	0.00	0.00	0.00	0.00	0.00	0.00	5,000.00	0.00	0.16%
33	3,500.00	150.00	14,000.00	650.00	50.00	0.00	0.00	6,477.00	11,873.00	0.65%
34	0.00	0.00	0.00	10,000.00	0.00	0.00	0.00	0.00	10,000.00	0.32%
99	342,029.00	26,800.00	475,700.00	152,965.00	14,359.00	0.00	0.00	942,468.00	69,385.00	32.55%
100	377,085.00	213,407.00	1,379,536.00	1,008,498.00	127,291.00	0.00	0.00	3,085,999.00	20,118.00	100.00%

Caswell County Environmental Health Statistics - FY2012-2013

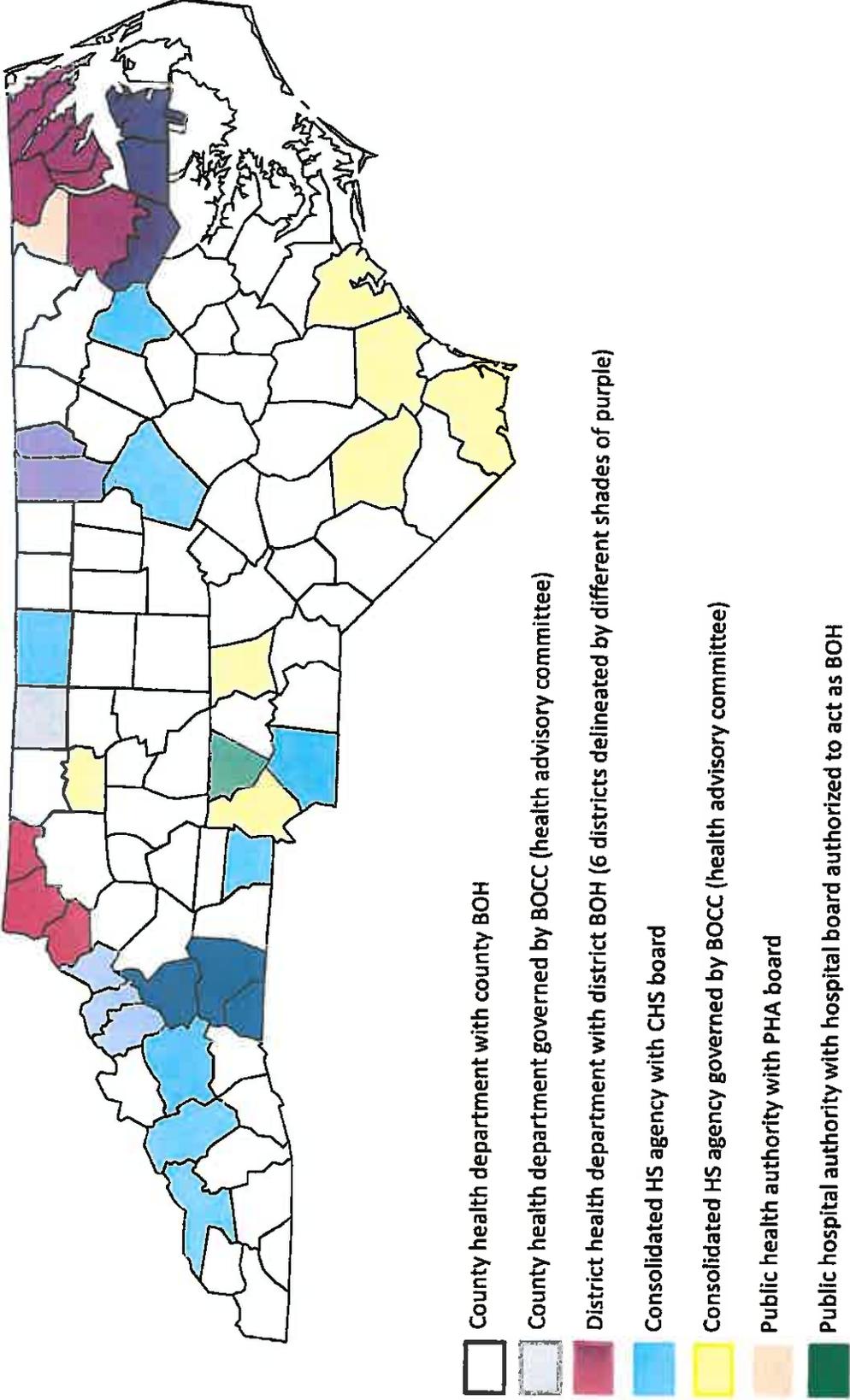
Service	JUL		AUG		SEP		OCT		NOV		DEC		JAN		FEB		MAR		APR		MAY		TOTAL	
	#	\$	#	\$	#	\$	#	\$	#	\$	#	\$	#	\$	#	\$	#	\$	#	\$	#	\$	#	\$
Improvement Permit / Site Evaluation (< 600 gpd & less than 4 bedrooms)	7	1,050	5	750	3	450	8	1,200	1	150	4	600	5	750	9	1,350	9	1,350	8	1,200	13	1,950	72	10,800
Improvement Permit / Site Evaluation for each additional bedroom over 3			2	150			2	150			1	75	1	75	2	150	3	225			2	150	13	975
Improvement Permit / Site Evaluation (> 600 & < 3000 gpd)															1	250							1	250
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	6	900	44	6,800
New Construction Authorization & Operating Permit (Type III)			1	200			1	200	1	200									1	200			4	800
New Construction Authorization & Operating Permit (Type IV)																								
New Construction Authorization & Operating Permit (Type V)																								
Expansion or Repair of OSWW Treatment System (< 600 gpd)	1	50					2	100			1	50			1	50	6	300	3	150	3	150	17	850
Expansion or Repair of OSWW Treatment System (> 600 & < 3000 gpd)	1	200																						200
Expansion or Repair of OSWW Treatment System (> 3000 gpd)																								
Inspection of Existing OSWW Treatment System (Type I & II Addition)	2	100	5	250	6	300	5	250	3	150					1	50	3	150	2	100	3	150	30	1,500
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	5	500	2	200	1	100	22	2,200
Inspection of Existing OSWW Treatment System (5 yr Type IIIb Inspection)																								
Inspection of Existing OSWW Treatment System (3 yr Type IV Inspection)																								
Inspection of Existing OSWW Treatment System (Annual Type V Inspection)	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	8	2,400	57	17,100
Well Permit																								
Well Camera Evaluation																								
Well Repair Permit			1	200	1	200									2	400	3	600					3	600
Bacteria Water Sample							2	100	1	50					1	50	4	200	1	50	6	300	18	900
Chemical Water Sample																								
Petroleum Water Sample	1	50	1	50	1	50											2	100	1	50			7	350
Pesticides Water Sample																								
Nitrate/Nitrite Sample															1	50								50
Water Sample Revisit																								
Swimming Pool Annual Permit																								
Swimming Pool Plan Review																								
Restaurant Plan Review																	1	200					2	200
Tattoo Artist Permit Annual Fee	1	200							1	200													3	600
Five Sample Package									1	150													1	150
Water Sample Revisit-additional test																			2	340			2	340
Bad Check																								
Temporary Food Stand																								
Returned Check																								
Additional fee for changing work orders																								
	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	45	6,500	305	45,640

ENVIRONMENTAL HEALTH MONTHLY STATISTICAL REPORT

May 2013

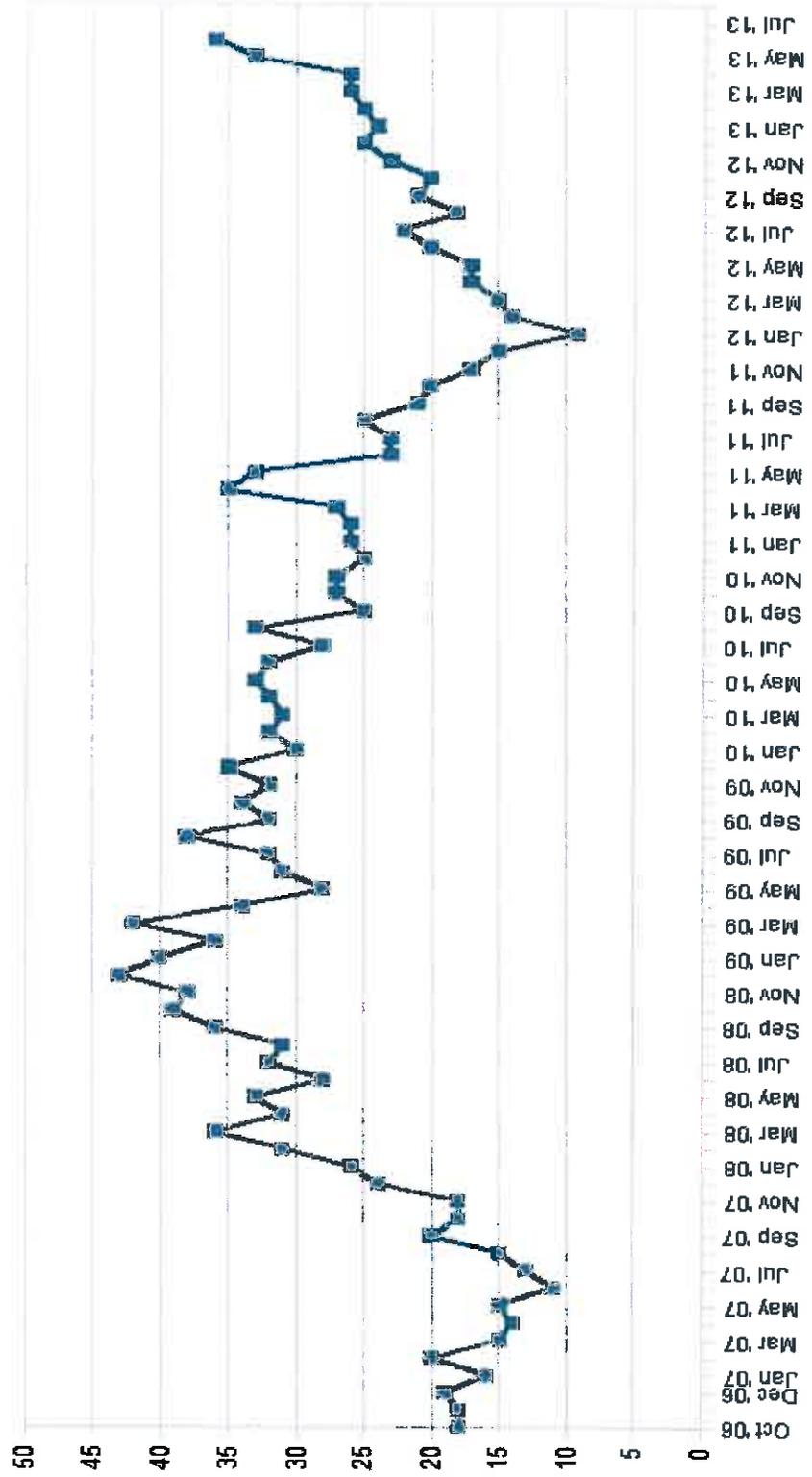
Activity Description	#	Comments
FOOD, LODGING, AND INSTITUTIONAL		
Field Visits	18	
Inspections	9	
Permits Issued-New or Revised Business		
Permits Suspended/Revoked-Business Closed		
Food Service Plan Review		
Consultation Contacts	15	
Complaints		
ON SITE WASTE WATER PROGRAM		
Field Visits	81	
Soil/Site Evaluations	11	2 backhoe pit evaluations
Improvement Permits	12	
Construction Authorizations	11	
Operation Permits	9	
Denials		
Failing System Evaluations	8	
IP, CA, & OP Permits-Repairs	2	
Existing System Inspections/Authorizations	10	
OSWW Violations Notices	1	
Consultation Contacts	69	
Migrant Housing Inspections	2	
Pending Applications-Not Addressed	6	
Complaints	3	
WATER SAMPLES		
Field Visits	12	
Bacteria Samples	6	
Chemical Samples	1	
Petroleum Samples		
Pesticide Samples		
Nitrate/Nitrite Samples		
Consultation Contacts	25	
Migrant Housing Inspections	2	
WELL PERMITS		
Well Site Field Visits	13	
Number of Permits (New)	11	
Number of Permits(Repair)		
Grout Inspections	4	
Well Head Inspections	4	
Well Abandonment Inspections		
Bore Hole Camera Inspections		
Consultation Contacts	23	
Complaints		
SWIMMING POOLS		
Permits/Inspections	2	Annual Permits
OTHER MISCELLANEOUS ACTIVITIES		
Clerical Time (hrs)	40.5	
Phone Contacts (documented)	162	
Office Consults (documented)	36	
Created New Food and Lodging QA Policy	1day	
State Activity Reports	1day	

Types of Local Public Health Agencies and Boards in NC – July 16, 2013



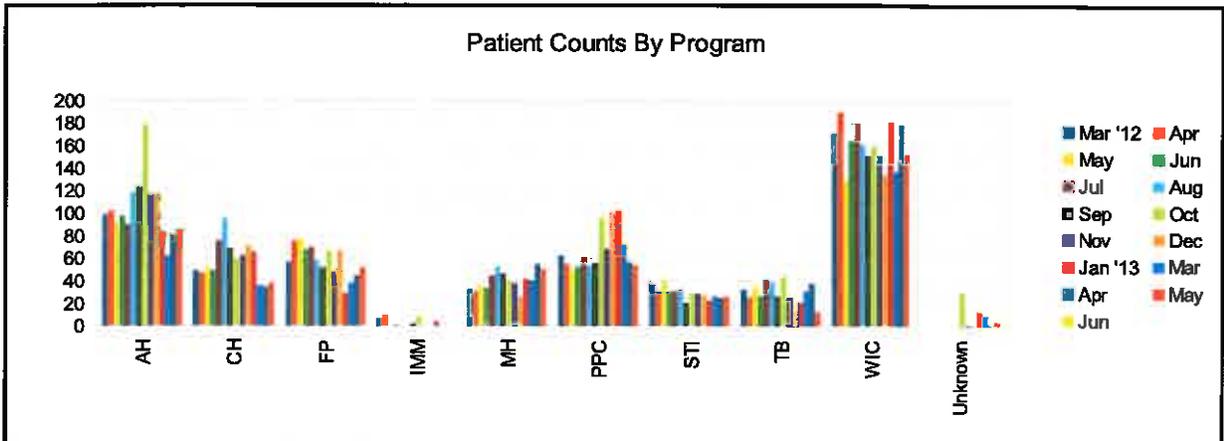
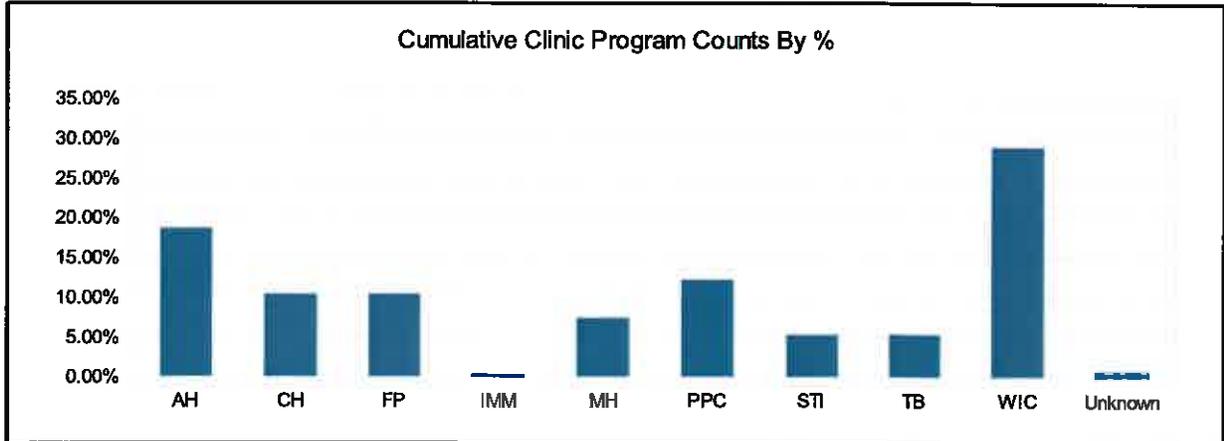
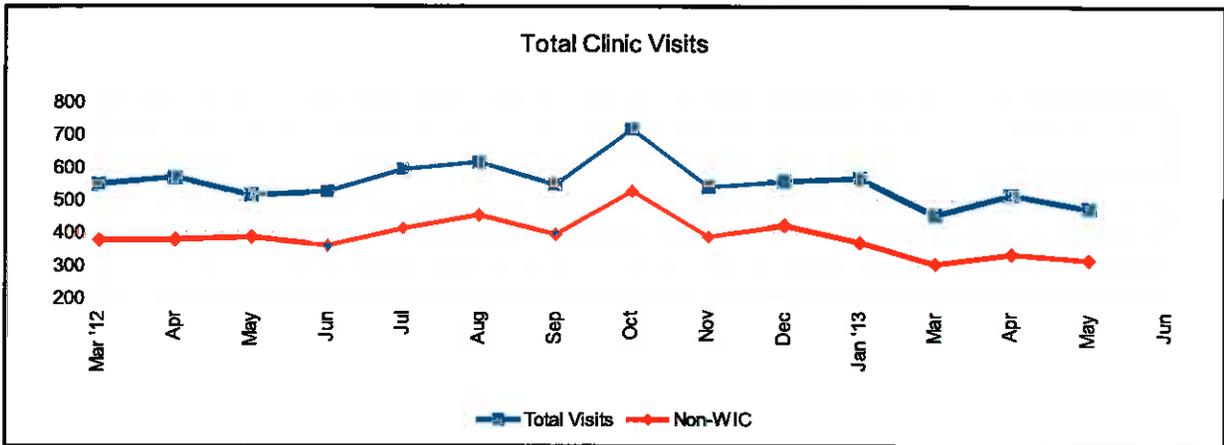
Maternity Case Load

Active Patients at Start of Each Month



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	85		1446	18.68%
CH	49	47	52	49	76	96	69	60	63	71	66	36	35	38		807	10.43%
FP	57	76	77	68	70	59	52	67	48	67	29	38	45	52		805	10.40%
IMM	7	10	0	1			2	9			4					33	0.43%
MH	33	31	36	34	45	53	47	41	38	26	42	41	55	51		573	7.40%
PPC	63	55	51	53	61	54	56	96	69	100	102	72	57	54		943	12.18%
STI	37	31	41	31	31	33	21	30	29	28	23	27	25	26		413	5.34%
TB	33	26	35	27	41	40	27	45	25	14	21	31	38	13		416	5.37%
WIC	171	190	130	165	180	161	151	159	152	135	181	137	179	153		2244	28.99%
Unknown								31	1		13	10	2	4		61	0.79%
																0	0.00%
																0	0.00%
Total Visits	549	568	515	526	594	615	548	717	541	557	564	454	517	476		7,741	
Non-WIC	378	378	385	361	414	454	397	527	388	422	370	307	336	319		5436	

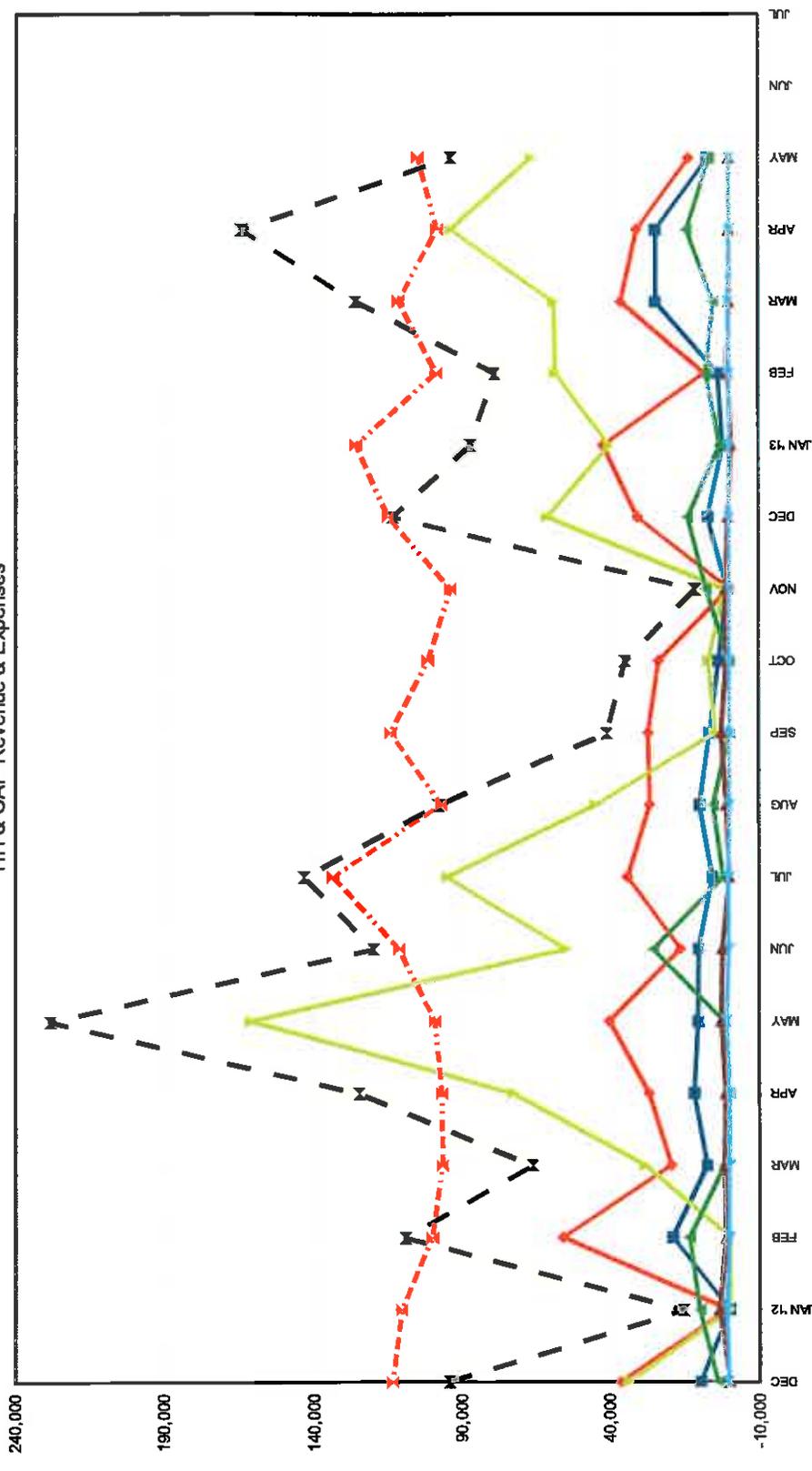


Caswell County Health Department Clinic Counts By Zip Code And Month

Area	Zip	Mar '12	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan '13	Mar	Apr	May	Jun	Total	%
Alamance	27201											1					0	0.00%
Ashboro	27203									2					1		3	0.04%
Ashboro	27204						1										1	0.01%
Ashboro	27205														1		1	0.01%
Blanch	27212	29	31	32	28	24	20	25	31	28	25	23	20	24	14		354	4.55%
Brown Summit	27214					1		1	1								3	0.04%
Burlington	27215	1	1	2	2	3	1	4	3	3		2	1	2	4		29	0.37%
Burlington	27216	2															2	0.03%
Anderson	27217	10	14	16	16	24	29	9	38	14	16	22	14	35	25		282	3.62%
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	20		231	2.97%
Gibsonville	27249	11	18	14	22	19	19	17	21	10	17	14	9	13	13		217	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	18		271	3.48%
Linwood, NC	27299			1								1					2	0.03%
Mebane	27302	6	14	8	11	9	7	10	18	8	9	6	13	8	13		140	1.80%
Milton	27305	46	32	28	55	46	39	50	65	31	56	37	42	40	32		599	7.70%
Oak Ridge	27310							1									1	0.01%
Pelham	27311	84	88	87	66	94	91	84	113	82	93	79	57	69	85		1172	15.06%
Pittsboro	27312			1					2								3	0.04%
Prospect Hill	27314	9	16	7	3	9	6	6	10	2	5	14	3	10	5		105	1.35%
Providence	27315	39	37	34	41	45	54	29	53	41	43	53	29	29	33		560	7.20%
Randleman	27317				1	1				1							3	0.04%
Reidsville	27320	31	33	28	41	37	39	35	36	35	34	47	21	24	21		462	5.94%
Robbins	27325							1									1	0.01%
Ruffin	27326	34	17	28	17	22	26	21	30	32	26	26	24	25	14		342	4.40%
Sedalia	27342					1											1	0.01%
Semora	27343	11	11	5	10	5	5	4	13	10	6	12	7	7	7		113	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	156		2678	34.42%
Greensboro	27401							1									1	0.01%
Greensboro	27403									2		1					3	0.04%
Greensboro	27405	1									1				1		3	0.04%
Greensboro	27406			1					1								2	0.03%
Greensboro	27407			1	1			1	2			1					6	0.08%
Greensboro	27455								1	1			1		1		4	0.05%
Rougemont	27572											1					0	0.00%
Roxboro	27573	3	1	1	1	2	2	1			1						12	0.15%
Roxboro	27574				1					3		1					5	0.06%
Raleigh	27620														1		1	0.01%
Durham	27712						2			1							3	0.04%
Camden	27921														1		1	0.01%
Shelby, NC	28152		1														1	0.01%
Virginia	24***	6	12	12	4	13	8	7	7	10	14	5	9	9	4		120	1.54%
Unknown				4		2					1	2	1	2	6		18	0.23%
Total		549	568	522	526	600	612	548	715	546	561	592	453	516			7,781	100.00%

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

HH & CAP Revenue & Expenses



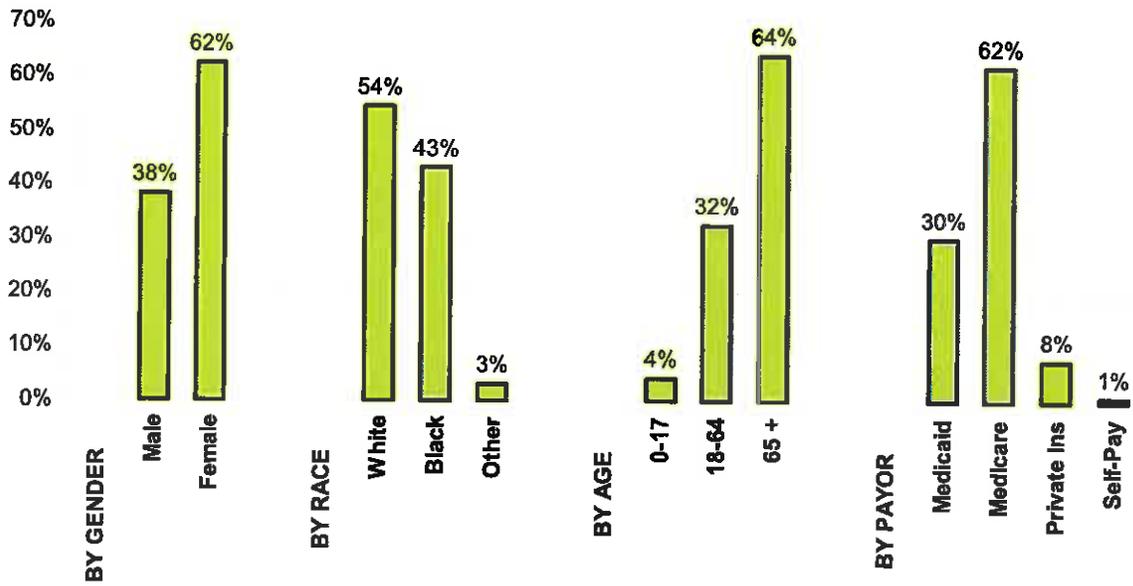
PAYOR

	DEC	JAN '12	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	JAN '13	FEB	MAR	APR	MAY	JUN
CAP Medicaid	9,726	0	19,061	7,473	11,757	10,441	10,316	5,631	9,891	6,474	3,545	780	7,046	2,030	3,763	24,614	24,630	7,165	
HH Medicaid	36,656	614	56,135	19,404	27,034	40,387	16,276	34,184	26,569	27,131	23,571	0	30,674	42,321	8,213	36,423	30,998	13,557	
Medicare	33,797	0	0	28,396	72,680	161,132	54,872	95,098	45,005	4,706	6,865	1,674	61,242	40,326	58,574	59,139	94,020	66,519	
MCR-HMO	4,027	10,062	13,590	1,630	1,313	2,661	2,279	1,785	25,447	2,122	5,469	0	7,677	13,894	3,021	7,614	5,205	14,298	6,509
Private Ins	0	3,433	1,100	1,630	1,313	2,661	2,279	0	968	2,621	821	1,069	353	-704	424	2	0	0	0
Direct Fees	358	891	138	0	0	966	138	276	0	0	0	0	0	0	0	353	0	0	0
TOTAL HH & CAP REVENUE	94,289	15,000	109,085	66,006	124,540	227,813	119,845	142,943	97,813	40,933	34,802	11,200	113,209	86,994	78,587	125,736	163,945	93,750	0

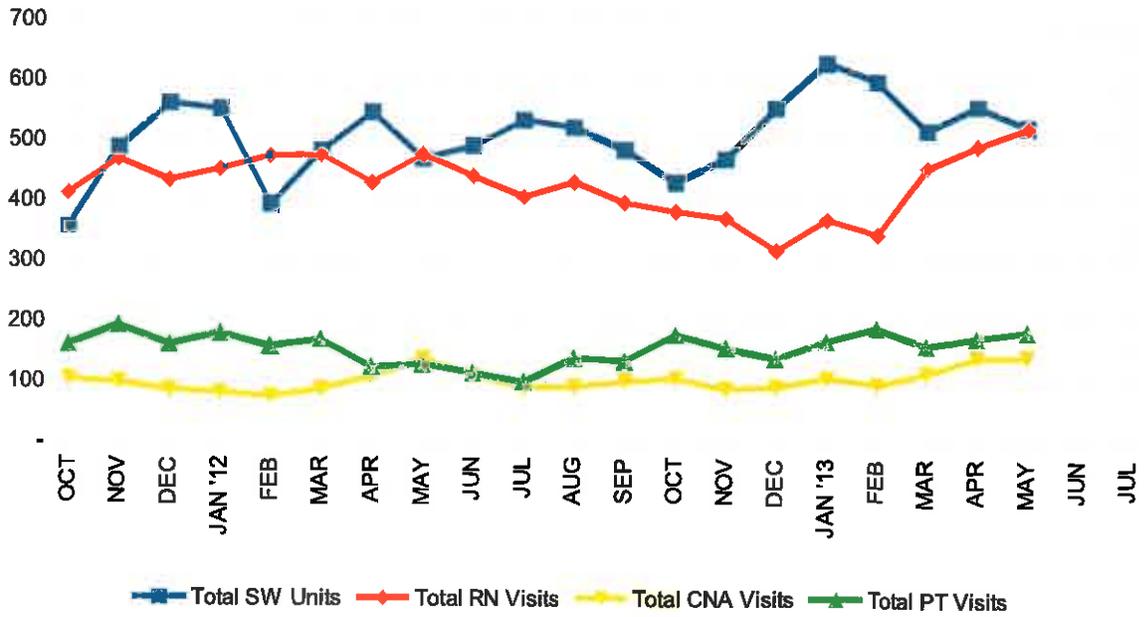
CAP Expenses

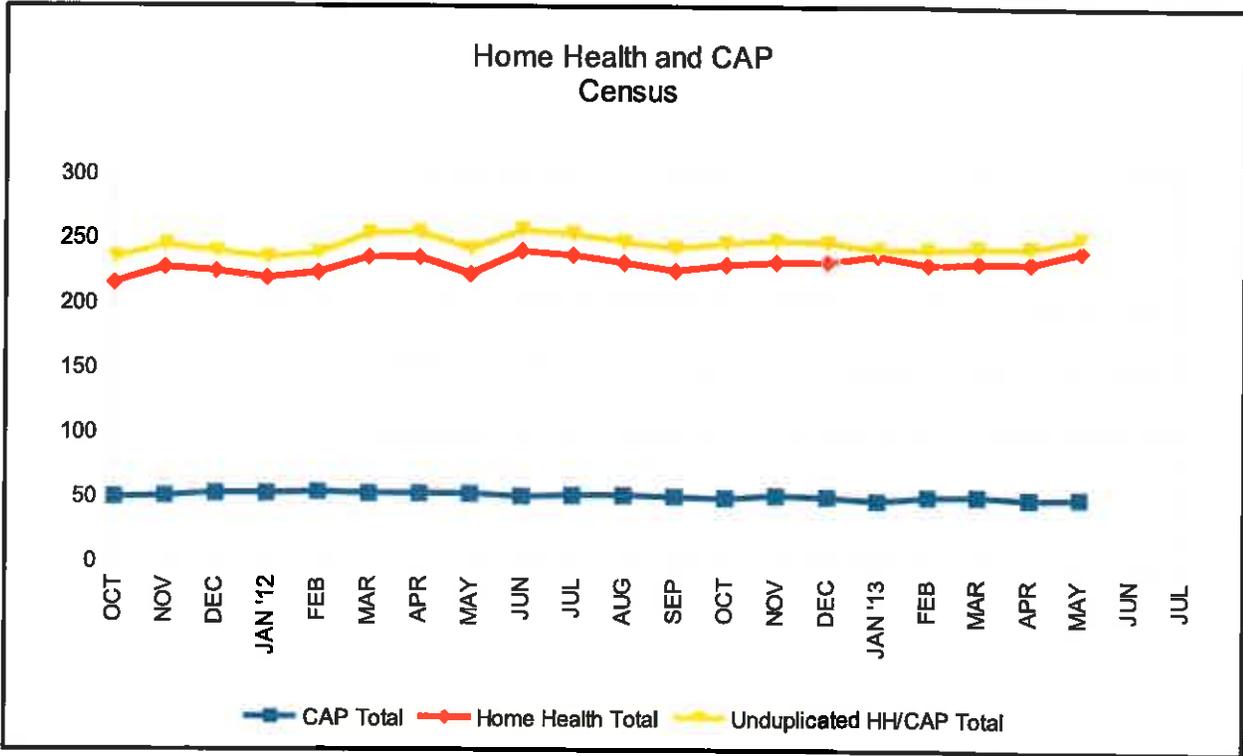
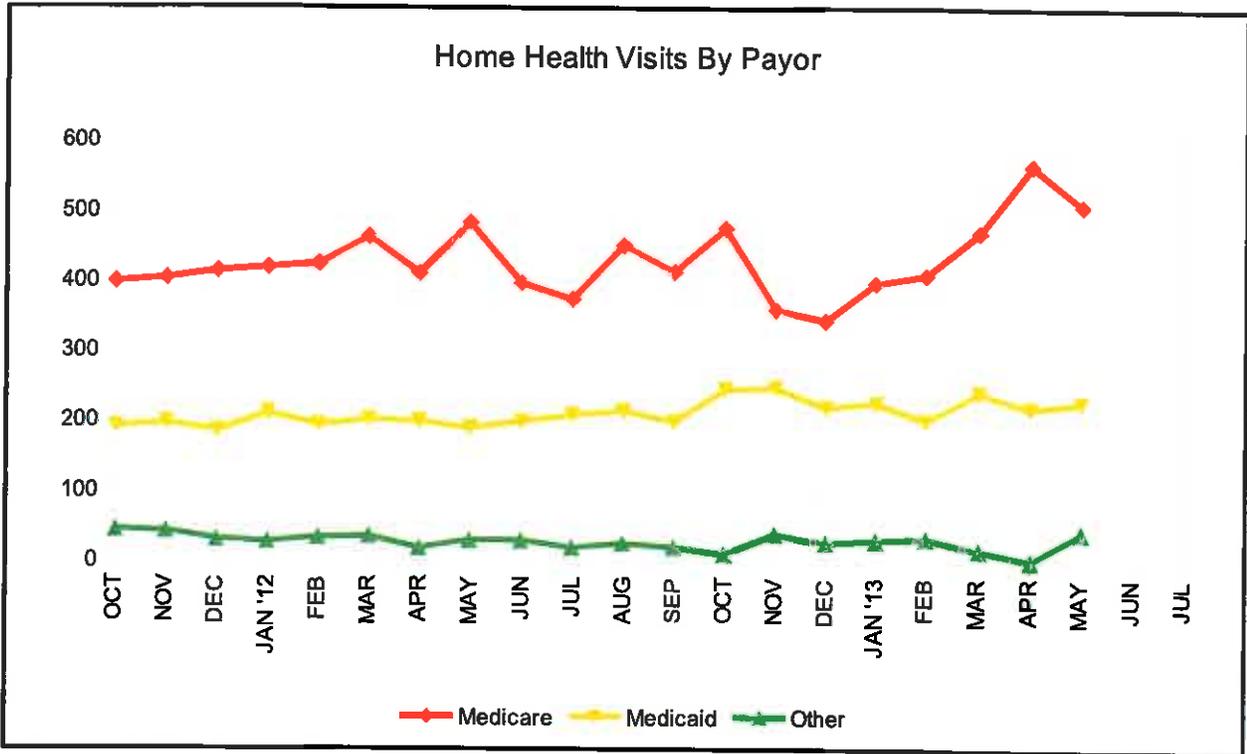
	16,064	15,267	15,132	14,752	10,989	11,200	11,666	11,400	11,423	13,447	13,197	11,969	12,610	14,456	16,603	12,355	12,334	12,172	
HH Expenses	97,758	95,407	85,332	82,220	86,195	88,196	99,684	121,885	85,767	100,666	88,376	82,080	102,369	111,091	82,190	99,087	86,250	92,740	0
TOTAL EXPENSES	113,822	110,674	100,464	96,972	97,185	99,396	111,350	133,295	97,190	114,114	101,573	94,049	114,979	125,547	98,794	111,442	96,584	104,912	0

Admission Demographics

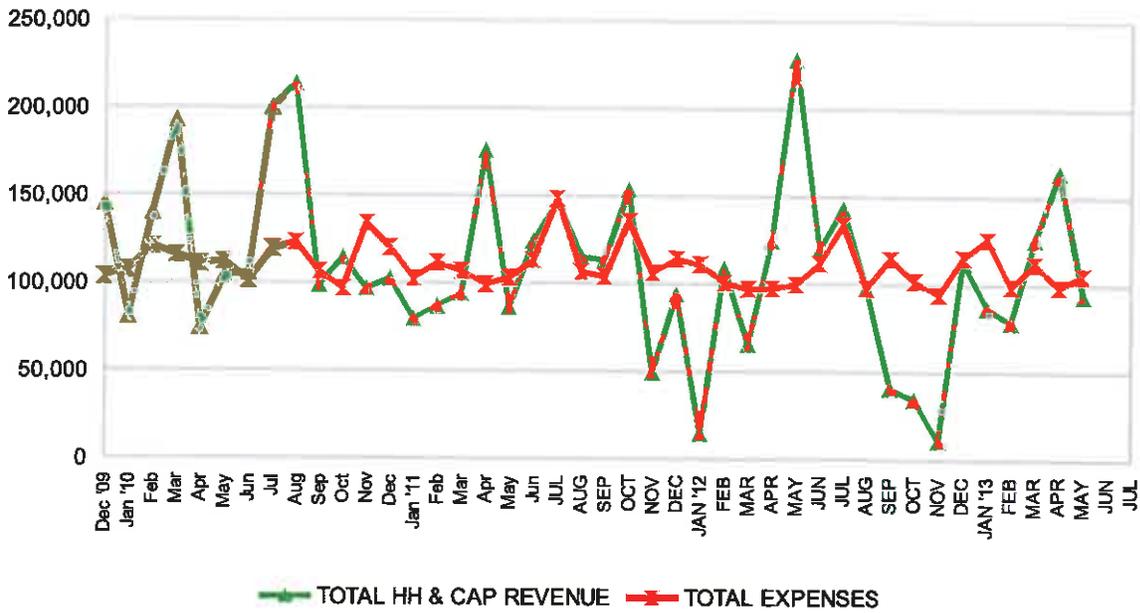


Home Health Visits by Discipline

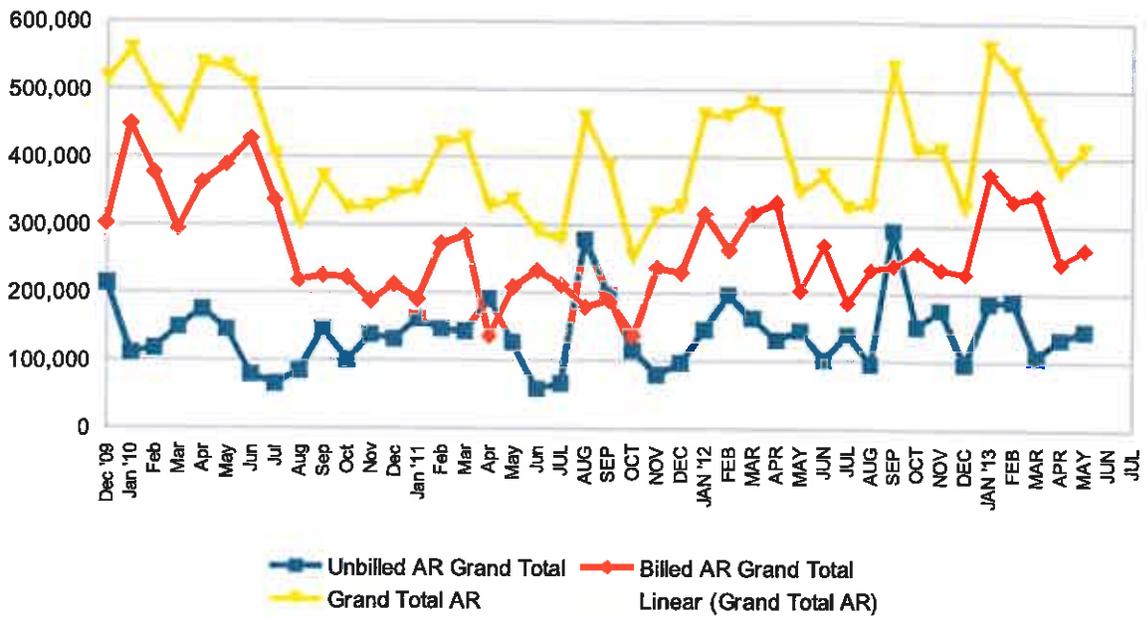




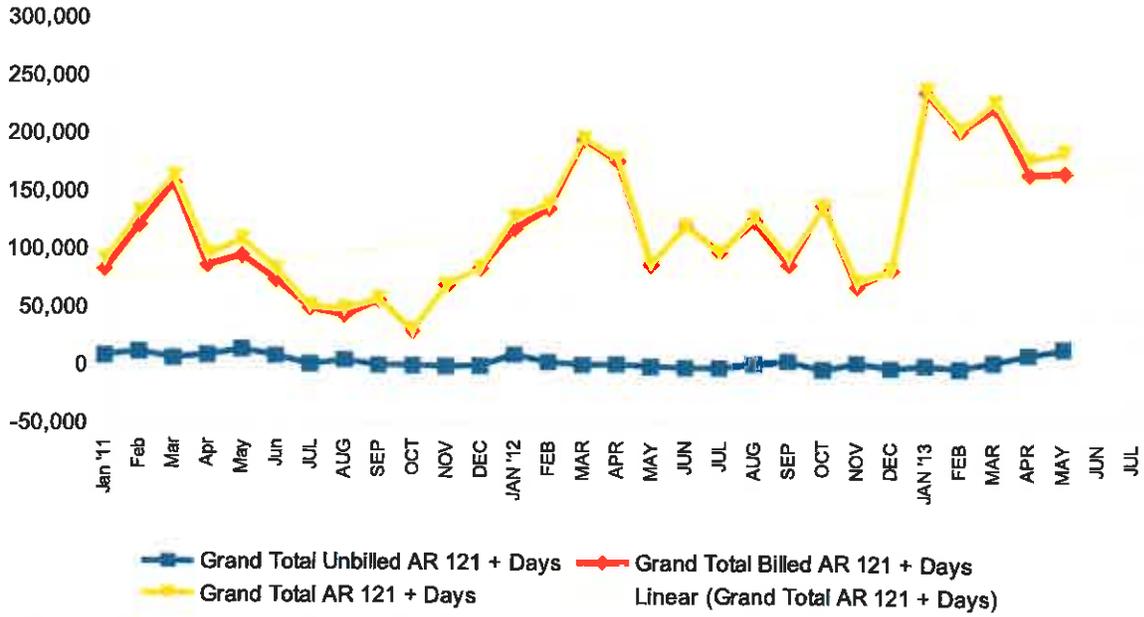
Home Health & CAP Actual Revenue & Expense



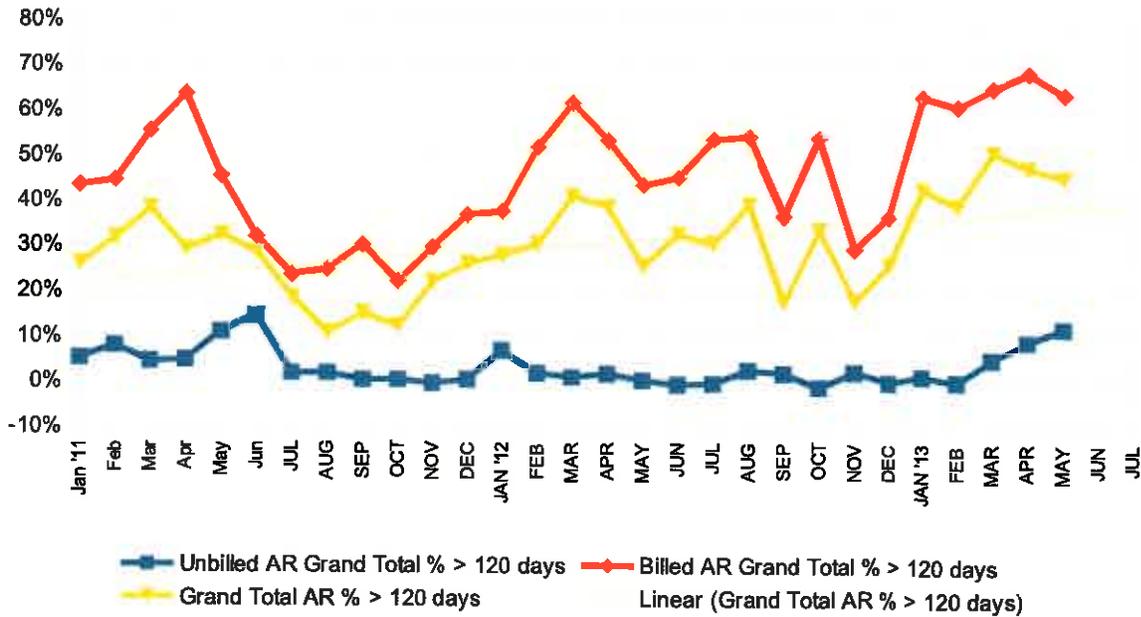
Home Health & CAP Total AR



Home Health & CAP AR Greater Than 120 Days



Home Health & CAP AR % Greater Than 120 Days



ENVIRONMENTAL HEALTH MONTHLY STATISTICAL REPORT

June 2013

Activity Description	#	Comments
FOOD, LODGING, AND INSTITUTIONAL		
Field Visits	19	
Inspections	8	
Permits Issued-New or Revised Business		
Permits Suspended/Revoked-Business Closed		
Food Service Plan Review		
Consultation Contacts	21	
Complaints	1	
ON SITE WASTE WATER PROGRAM		
Field Visits	69	
Soil/Site Evaluations	13	3 backhoe pit evaluations
Improvement Permits	14	
Construction Authorizations	9	
Operation Permits	9	
Denials	1	
Failing System Evaluations	4	
IP, CA, & OP Permits-Repairs	3	
Existing System Inspections/Authorizations	16	
OSWW Violations Notices		
Consultation Contacts	56	
Migrant Housing Inspections	2	
Pending Applications-Not Addressed	2	
Complaints	1	
WATER SAMPLES		
Field Visits	21	
Bacteria Samples	10	
Chemical Samples	7	
Petroleum Samples		
Pesticide Samples		
Nitrate/Nitrite Samples	1	
Consultation Contacts	22	
Migrant Housing Inspections	2	
WELL PERMITS		
Well Site Field Visits	18	
Number of Permits (New)	8	
Number of Permits(Repair)	1	
Grout Inspections	7	
Well Head Inspections	6	
Well Abandonment Inspections		
Bore Hole Camera Inspections	2	
Consultation Contacts	23	
Complaints		
SWIMMING POOLS		
Permits/Inspections	2	Annual Permits
OTHER MISCELLANEOUS ACTIVITIES		
Clerical Time (hrs)	36.5	
Phone Contacts (documented)	115	
Office Consults (documented)	22	
File Digitizing (hrs)	26	
Regional Pool Training (Matt) (days)	2	
FEMA ICS-800 online training (Matt)		