

DELAWARE COUNTY BOARD OF HEALTH

REGULAR MONTHLY BOARD MEETING

SEPTEMBER 12, 2013

The Delaware County Board of Health met in the Commissioner's courtroom on the 3rd floor of the Delaware County Building. The meeting was called to order at 7:00 pm by Chairperson Judi Harris. Board members present: Vice Chairperson Dr. John Peterson, Phyllis Beatty, Dr. Anthony Dowell, Christiana Mann and Joseph Russell; Dr. David Grasso was absent.

Chairperson Harris asked for approval of August 2013 minutes; after discussion and correction a motion was made and seconded to accept the minutes with corrections. Motion carried.

Administrator Joshua Williams addressed the request concerning the grievance package; the County Commissioners have received requests from several citizens living in the DeSoto area. Commissioner Bledsoe had received a personal request which he asked the request be submitted in writing. Once it was submitted in writing Commissioner Bledsoe asked the citizen to follow protocol by filing the formal complaint with the Board which has expertise with the ordinance in question. As soon as J. Williams has been given a court date by Attorney Dunnuck he will share it with the Board members. The Board agreed to table further discussion on repealing private sewage ordinance until the court action has been settled.

J. Williams has received a couple of requests for usage of the NALBOH grant which currently has a balance of \$3,125.71; participation at the Prevention Council Red Ribbon event by the Health Department and Tobacco Free Coalition booth rental. After discussion a motion was made and seconded to grant both requests totaling \$320.00, motion carried.

J. Williams reported on a proposed agreement with an individual who has received a federal grant as a navigator to assist people in signing up for the healthcare exchanges. The grant covers Madison and Delaware counties; she is required to be in Delaware County on Thursday's and Friday's. Space is needed for two people working the grant to meet with clients and it looks to be a good partnership for the Health Department. The grant will be for \$300.00 a month for one year.

J. Williams discussed current Human Resource & County Commissioners interpretation of the policy on compensatory time. The current work week for the county is 32.5 hours; FLSA (Federal Labor Standards Act) requires overtime as any time of 40 hours. Non FLSA compensatory time are those hours worked between 32.5 and 40 hours; nothing is stated in the federal statute which mandates compensation for those hours but the County manual states the Commissioners have granted the benefit of one to one ratio also known as "gap or compensatory time" but non FLSA compensator time. Monetary obligation under previous administrations was only the time and a half ration or over the 40 hours in a week period. If an employee leaves it is mandated to pay-out the 1 ½ compensatory time. Previous opinions has been to track the time separately so if a staff member left they would be paid out the 1 ½ balance and not the gap time. Since 2011 Mary Whaley has been tracking them separately. Recently Sharon

Pattee left the department and on her departure she had @82-84 hours in gap time; Human Resource department has required the balance be paid to Ms. Pattee. J. Williams disagreed with the decision based on the previous opinions and policy which the department was following even though all county departments were paying out the gap time without much regulation. The Personnel Information sheet and payroll information was filled out by HR; J. Williams refused to sign off on the paperwork. After further discussion J. Williams said the department will move forward and continue discussion with the Board and the Personnel committee.

J. Williams reported the phones should be ported on Friday; the staff has been understand and working through the transition.

J. Williams gave a financial report to the Board.

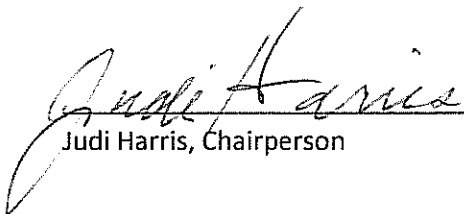
Chairperson J. Harris gave an update of the Board of Health's Strategic Planning.

J. Williams gave a report on the participation of the department with the State Department of Health grant and a group called Higher Performance Government Network; focusing on departmental strategic planning.

J. Williams gave the department's monthly report for August.

J. Williams discussed fee schedule changes.

Chairperson Harris announced the next meeting as October 10th. A motion was made and seconded by to adjourn the meeting; motion carried. Meeting adjourned at 8:38 p.m.


Judi Harris, Chairperson


Dr. Donna A. Wilkins, Health Officer