

MINUTES OF THE MEETING  
OF  
THE BOARD OF HEALTH  
FOR  
THE COUNTY OF LEE, STATE OF NORTH CAROLINA

\*\*\*\*\*

May 18, 2016

\*\*\*\*\*

The regular meeting of the Board of Health for the County of Lee, State of North Carolina, convened at 7:00 p.m. in the County Commissioners Meeting Room, 106 Hillcrest Drive, Sanford, North Carolina. Members present were: Mrs. Charity Dodson, Dr. William Hall, Mrs. Mary Hawley-Oates, Pastor Alice Hooker, Dr. Andre Knecht, Dr. Alex Martin, Mr. John Riley Jr., Dr. Diane Schaller, Mrs. Nilla Sloop, and Dr. Teresa Wooddell. Mr. Heath Cain, Health Director, was present as Board Secretary.

Members absent were: Mrs. Martha Underwood

Dr. Diane Schaller, Chairperson presided and the following business was transacted:

**Approval of the Agenda:**

Add Rabies Vaccine Charge Consideration under New Information. Pastor Hooker moved to approve the agenda as amended. Mrs. Dodson seconded the motion and upon a vote, the results were as follows:

**Aye:** Dodson, Hall, Hawley-Oates, Hooker, Knecht, Martin, Riley, Schaller, Sloop and Wooddell

**Nay:** None

The chairperson ruled the motion was adopted unanimously.

**Approval of the Minutes:**

No changes were made to the April 20, 2016 minutes. Mrs. Hawley Oates moved to approve the minutes as written. Mrs. Dodson seconded the motion and upon a vote, the results were as follows:

**Aye:** Dodson, Hall, Hawley-Oates, Hooker, Knecht, Martin, Riley, Schaller, Sloop and Wooddell.

**Nay:** None

The chairperson ruled the motion was adopted unanimously.

**Public Comments:** None

The Board considered **Action Items** – Mr. Heath Cain, Health Director –

- **Private Well Fee Testing Update** – The State Laboratory of Public Health will revise their fees to local health departments beginning July 1, 2016 to order water sample bottles. With this fee change, Lee County Environmental Health must modify county fees to compensate the new fee schedule from the State. Mr. Cain asked the Board of Health to approve the health department to integrate the fee schedule from the State Laboratory of Public Health into Environmental Health's water sampling fee of \$30.00; and to approve the new fee schedule to begin July 1, 2016. Mrs. Sloop moved to approve accepting the Lee County Environmental Health Proposed Fee Schedule to begin July 1, 2016 as presented. Pastor Hooker seconded the motion and upon a vote, the results were as follows:

**Aye:** Dodson, Hall, Hawley-Oates, Hooker, Knecht, Martin, Riley, Schaller, Sloop and Wooddell.

**Nay:** None

The chairperson ruled the motion was adopted unanimously.

- **Health Director's Job Description** – this is a request for the Board of Health to review/approve the job description of the Health Director. This is an annual requirement for accreditation. Mrs. Sloop moved to approve the Health Director's job description as written. Pastor Hooker seconded the motion and upon a vote, the results were as follows:

**Aye:** Dodson, Hall, Hawley-Oates, Hooker, Knecht, Martin, Riley, Schaller, Sloop and Wooddell

**Nay:** None

The chairperson ruled the motion was adopted unanimously.

- **Renewal of Inmate Labor with the NC Department of Corrections** – this is a renewal contract with the NC Department of Corrections for inmate labor at the Animal Shelter. This contract is renewed on an annual basis. Pastor Hooker moved to approve the renewal contract with the North Carolina Department of Corrections as presented. Mrs. Sloop seconded the motion and upon a vote, the results were as follows:

**Aye:** Dodson, Hall, Hawley-Oates, Hooker, Knecht, Martin, Riley, Schaller, Sloop and Wooddell

**Nay:** None

The chairperson ruled the motion was adopted unanimously.

The Board considered New Information – Mr. Heath Cain, Health Director –

- **Application for Breastfeeding-Friendly Business/Workplace Award** – Mrs. Susie Poppe, WIC Director. In addition to being a dietitian, Mrs. Poppe is also an International Board Certified Lactation Consultant; and likes to promote breastfeeding. The WIC Department would like the Health Department to be recognized as being breastfeeding friendly by applying for a Breastfeeding-Friendly Business/Workplace Award issued by the North Carolina Breastfeeding Coalition. Breastfeeding-Friendly workplaces have made accommodations to support breastfeeding mothers as employees. This is as simple as allowing employees to have flexible breaks and access to a private room for expressing milk. Minimum criteria for receiving this award are: 1) the health department does not advertise infant formula or related products directly to clients; 2) all lactating employees are allowed breaks to express milk and 3) all lactating employees have access to a private space for expressing milk. The WIC Dept. has a private breastfeeding room; and also allows our employees when needed to borrow a breast feeding pump. Discussion followed. Mrs. Poppe responded to questions as appropriate.
- **Rabies Vaccine Charge Consideration** – Mr. Cain stated animal services staff currently provide rabies vaccine to all animals leaving the animal shelter at no cost. The health department would like to enact a fee to provide this service for all animals being adopted and/or reclaimed before the animal leaves the shelter. The health department would like to complete a cost analysis to analyze the cost of providing this service. This cost analysis will include the cost of the vaccine, syringe, rabies certificate, rabies tag, and staff time to vaccinate the animals. This fee would also increase revenue for the animal services program. Since the beginning of this year, animal services has adopted 89 animals. Under G.S. 130A.187(b), there is a charge of \$10 dollars for administering and storing the vaccine not to exceed (\$10). The actual cost of the rabies vaccine, the vaccination certificate, and the rabies vaccination tag is allowed to be charged for as well. Discussion followed by the Board on charging a fee to the owners. There were concerns this would make our adoption rate go down. The chairperson stated she feels the animals should not leave the shelter without being vaccinated. The board was in agreement of Mr. Cain doing a cost analysis of providing the rabies vaccine to the animals that are being adopted and/or reclaimed before leaving the shelter. Mr. Cain stated he would provide more information at the board meeting next month.

The Board heard **Update Information** – Mr. Heath Cain, Health Dir –

- **Lee County Health Department Activity and Management Summaries** - the board reviewed the LCPH Activities for April 2016. The LCPH Management Summary showed April – 84% was expected. We collected 78% of our revenue and expended 72% of our budget.
- **Monthly Report Oral Health Section from Mrs. Wendy Seymore – Dental Hygienist** - Mr. Cain referenced the April monthly report highlighting the services performed for Lee County by Mrs. Seymore.

**Board of Health Training** - board members received their annual training presented by Mr. Danny Staley, for the Division of Public Health. This is an annual training required by accreditation and was given as a power point presentation. The training consisted of: what the statutes say; the top five challenges; and the top five things you can/should do. The top five challenges are: funding uncertainty, grants, values-based payments; Changes in Health Care Marketplace; Health policy in an anti-regulatory environment; Workforce aging and changing skill sets; and Emerging diseases. Mr. Staley also reviewed the top five roles you play as follows: Representatives of professions and community/eyes and ears. Bring issues to and from local health department; Review CHA/SoCH, be active in planning, and Represent the health professionals in your community. It is beneficial to have the practice perspective; Be prepared for hard issues - “They Will Happen”; Policy, System, and Environmental changes are central to the work of Public Health today and in the future; and to Protect The Public’s Health. Mr. Staley responded to questions as appropriate.

With no further business, Dr. Schaller moved the meeting adjourned.



Dr. Diane Schaller, Chairperson

ATTEST



---

Heath Cain, REHS MPA, Health Director