

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

February 17, 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 Mrs. Martha Underwood. Mr. William Cain, Interim Health Director, was present as Board Secretary.

Members absent were: Dr. Teresa Wooddell

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

Approval of the Agenda:

Dr. Schaller wanted to add "a brief discussion for having the March 16, 2016 board meeting at the Buggy Factory". This item would go under New Information. Dr. Martin moved to approve the agenda as amended. Mr. Riley seconded the motion and upon a vote, the results were as follows:

Aye: Dodson, Hall, Hawley-Oates, Hooker, Knecht, Martin, Riley, Schaller, Sloop, Underwood

Nay: None

The chairperson ruled the motion was adopted unanimously.

Approval of the Minutes:

No corrections were made to the January 20, 2016 board minutes. Mr. Riley moved to approve as written. Mrs. Hawley-Oates seconded the motion and upon a vote, the results were as follows:

Aye: Dodson, Hall, Hawley-Oates, Hooker, Knecht, Martin, Riley, Schaller, Sloop, Underwood.

Nay: None

The chairperson ruled the motion was adopted unanimously.

Public Comments: None

The board heard **New Information** – Dr. Schaller welcomed Mr. William Cain as the new Interim Health Dir. –

- **Zika Virus** – Mrs. Pamela Ridenhour, Nursing Supervisor – information was given to board in their board packet. The report summarizes the diagnosis, management, and current reporting of the mosquito-borne virus known as Zika which has been occurring in Central and South America but has now been identified in the United States and its' territories. Zika during pregnancy has been associated with birth defects specifically significant microcephaly. Current information from the Centers for Disease Control (CDC) states there are no known cases of the Zika Virus being reported in North Carolina. Approximately 52 cases has been reported nationwide in the United States. Texas and Florida has reported the highest number of cases. Mrs. Ridenhour stated when we first heard of this virus we immediately started working with our mid-wives who are contracted thru Carolina Women's Health Center to provide care to our maternity patients. We started screening and handing out information to our patients educating them about this virus as did Carolina Women's Health Center for their clients. Carolina Women's Health Center has one client they are currently following. The client is not sick, but is a travel related exposure.

Pregnant women who have traveled to the high risk areas within 12 weeks of the pregnancy are eligible to have blood drawn and be tested. Since this is a mosquito borne virus they will be tested for all three viruses: zika, dengue and chikungunya. We are also sharing information with other community providers letting them know this virus is a reportable illness and they are required to report this to the health department. A question was asked by a board member what were we doing to target the Hispanic population; and another question was asked by another board member if we have had cases of this type in Lee County in the past. Discussion followed. Mrs. Ridenhour responded appropriately.

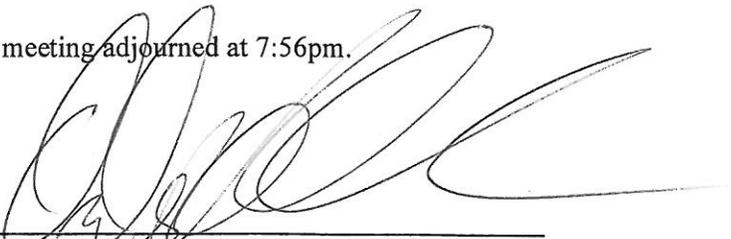
- **Rabies Clinic** – Mr. William Cain, Interim Health Dir. – the rabies clinic will be held April 16, 2016 from 10am – 12pm in the parking lot of the Sheriff Department. Maple Springs Veterinary Clinic will be assisting with this event. The cost will be \$7.00 for the rabies vaccination.
- **FY 2016-2017 Budget Information** – there are a few replacement and new items the health department programs are requesting for fiscal year 2016-2017. This information was given to the board in their board packet. Potential savings for next fiscal year was presented as follows: General Administration - \$ 37,301; Clinic - \$13,000; Animal Services - \$17,000 and Environmental Health - \$73,000. Total potential saving for next fiscal year = \$140,301.00. Mr. Cain stated there is a possibility of additional county revenue in the amount of \$41,493. Subtracting this amount from our potential savings we would still end up with a total of \$98,808 in savings.
- **Board of County Commissioners (BOC) Considering Combining Services** – this is a request by the Board of Health to receive more information pertaining to the meeting held by the BOC on January 29, 2016. Detailed information was included in the board information packet. Dr. Schaller stated neither she nor the vice-chair were contacted by anyone from the BOC regarding consolidating services. Dr. Knecht explained that a lot of counties are consolidating services now; and their main concern is there are two different guidelines between state and local government as far as hiring and control without any county oversight. Therefore when the time came for a disciplinary action and it ends up being a lawsuit, the county is the one being held liable and not the state. By consolidating, the BOC and the county manager would have oversight on the hiring and disciplinary process; and all employees would be under Lee County's policy and procedures. If the county decided to do this, it would be a three month process for which they have not started and it has not been placed on their agenda. Mrs. Sloop explained how the Human Services Director board worked in Wake County. Wake County saw no cost savings after they consolidated. Dr. Knecht stated they are not looking for any cost savings and there will be no job changes among the departments.
They are not looking to consolidate with another county, just the services within Lee County as there are several different ways the consolidation could be done. Discussion followed.
- **Board of Health Meeting Package** – the board of health package is emailed to all board members on a monthly basis. In addition, two members also receive their information by mail. Being that the same information sent email is being printed for the night of the meeting, and in an effort to limit the utilization of paper copies and reduce staff time, we are asking the board to consider utilizing some type of electronic device at the meeting each month. Discussion followed. Board agreed to try the electronic device at next month's meeting. They would still like to have the print out of the agenda page, abstract pages and the monthly activity number sheets. There should be one copy of the minutes for review. The original copy of the minutes will available due to them needing approval.
- **Updated Information for the Board of Health Notebooks** – An update of information is required by accreditation to be given to the Board of Health. Members were asked to replace their old information with the information given in their notebooks. Mr. Cain stated it was brought to his attention that on the Board of Health Roster we have five members whose term will expire this year as they are as follows: Mr. Jay Riley, Jr., Mrs. Charity Dodson, Dr. William Hall, Pastor Alice Hooker and Dr. Teresa Wooddell. All but one are eligible to sign up for another term. Discussion followed on the possibility of staggering the terms of board members due to so many terms ending at one time. Dr. Schaller stated she will check into this.

- **Discussion on having the March BOH meeting at the Buggy Factory** – all members agreed to have the March 2016 meeting at the newly renovated Buggy Factory – 115 Chatham Street, Sanford, NC. The meeting will be held in the first floor conference room, if that room is available. An announcement will be placed in the Sanford Herald notifying the public this meeting location. Mrs. Sloop announced she will not be attendance at the March board meeting.

The board heard **Update Information – Mr. William Cain, Interim Health Dir –**

- **Accreditation Update** – the accreditation Site Visit Team (SVT) visited the health department on Tuesday, January 27, 2016. Accreditation evidence was submitted electronically and reviewed by the team prior to their arrival. Upon arrival, the team presented a list of follow-up questions regarding the evidence. The health department met 142 out of 147 benchmarks and we were recommended by the SVT to the NC LHD Accreditation Board for re-accreditation. The Site Visitors' Report along with the Site Visit Team's Suggestions for Quality Improvement were given to the board in their information packet. Mr. Cain reviewed the Suggestions for Quality Improvement as presented by the SVT for the activities that were not met for accreditation. These activities are as follows: 5.1; 7.3; 15.1 34.3; 37.4 and 38.2. Discussion followed and Mr. Cain responded as appropriate.
- **Lee County Health Department Activity and Management Summaries** - the board reviewed the LCPH Activities for January 2016. Mr. Cain mentioned he spoke with Mrs. Wendy Seymore, Dental Hygienist and she will be providing a monthly update of the dental activities she is doing in the school system. A question was asked about the increase in Child Health numbers over the past two to three months. Mrs. Ridenhour explained these were well child visits performed by our Enhanced Role Health Nurse. The LCPH Management Summary showed January – 58% was expected. We collected 59% of our revenue and expended 54% of our budget. Child Health, Family Planning and Immunization Programs show a spike in our revenues collected. This is due to us receiving our Medicaid Cost settlement. Discussion followed on adjusting the goals for each program as these goals were set several years ago on the management summary. Environmental Health – the percentage for establishments inspected is low due to being short one employee. This number should increase once the health director position is filled and the position in Environmental Health can be filled.
- **Weekly Update** – Mr. Cain stated he has talked to Dr. Schaller about sending out notices of pertinent information as he receives it versus waiting to send them all out on Friday afternoon as done in the past. Dr. Schaller stated she would like to see this information as it happens and not wait for Friday. All board members present were in agreement of this change.

With no further business, Dr. Schaller moved the meeting adjourned at 7:56pm.



Dr. Diane Schaller, Chairperson

ATTEST



William Cain, REHS MPA, Interim Health Director