

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

\*\*\*\*\*

August 13, 2014

\*\*\*\*\*

The regular meeting of the Board of Health for the County of Lee, State of North Carolina, convened at 7 p.m. in the County Commissioners Meeting Room, 106 Hillcrest Drive, Sanford, North Carolina. Members present were: Mrs. Charity Dodson, Dr. William Hall, Pastor Alice Hooker, Dr. Andre Knecht, Mr. John Riley, Jr., Mrs. Nilla Sloop, Dr. Diane Schaller and Dr. Lauren Williams. Mr. Terrell Jones, Health Director, was present as Board Secretary.

Dr. Teresa Wooddell was absent from the meeting.

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

**Approval of the Agenda:**

Mrs. Sloop moved to accept the agenda as written. Dr. Hall seconded the motion and upon a vote, the results were as follows:

Aye: Dodson, Hall, Hooker, Knecht, Riley, Sloop, Schaller and Williams.

Nay: None

The chairperson ruled the motion was adopted unanimously.

Mrs. Sloop mentioned she would contact the Sanford Herald about posting the monthly board agenda as it has not been listed lately. Discussion followed.

**Approval of the Minutes:**

There was one correction to be made in the June 11, 2014 Board of Health minutes. On page 4 last sentence, changing the meeting was adjourned by Mrs. Underwood instead of Dr. Schaller. Dr. Hall moved to approve the minutes once the correction has been made. Dr. Knecht seconded the motion and upon a vote, the results were as follows:

Aye: Dodson, Hall, Hooker, Knecht, Riley, Sloop, Schaller and Williams.

Nay: None

The chairperson ruled the motion was adopted unanimously.

There were no changes in the July 9, 2014 Board of Health minutes. Dr. Hall made a motion to approve the minutes as written. Mrs. Sloop seconded the motion and upon a vote, the results were as follows:

Aye: Dodson, Hall, Hooker, Knecht, Riley, Sloop, Schaller and Williams.

Nay: None

The chairperson ruled the motion was adopted unanimously.

**Public Comments:**

None

## Board of Health Minutes

### Page 2

The board considered an **Action Item – Mr. Terrell Jones, Health Director**

- **FY 14-15 STD Prevention- \$50 new money** – These funds are from the State Epidemiology /Communicable Disease Branch; and is a “placeholder” for additional monies that will be sent to health departments when carried forward federal dollars are available. This agreement addendum states the local health department shall purchase condoms for persons at high risk for HIV and STDs in their jurisdictions in order to reduce the spread of STDs and HIV. Dr. Knecht moved to accept the \$50 as presented in the Agreement Addendum. Dr. Hall seconded the motion and upon a vote, the results were as follows:

Aye: Dodson, Hall, Hooker, Knecht, Riley, Sloop, Schaller and Williams.

Nay: None

The chairperson ruled the motion was adopted unanimously.

The board heard **Update Information – Mr. Terrell Jones, Health Director –**

- **The Environmental Health Fee Schedule** – Mr. Jones and Dr. Schaller have spoken with Mr. John Crumpton, County Manager and found out the Board of County Commissioners will not be approving any fee increases in Environmental Health at this time.
- **Strategic Plan** – Mr. Jones and Ms. Ashley Graham, Health Educ. Supv. have been reviewing this plan. A 2014 Strategic Plan Progress Reported dated August 13, 2014 was given to the board and reviewed by Mr. Jones with the board. This update included suggestions made from the board in the July 2014 board meeting. Discussion followed on Goal #5, who from the health department would be responsible for this goal? Mr. Jones stated this would be our Health Promotions Leader. Dr. Schaller asked this to be included under the section: Who’s Responsible. This plan is based on a 4 year cycle because of our Community Health Assessment (CHA) which is on this same cycle. Mr. Jones stated after he and Ms. Graham reviewed this plan, some of the goals are hard to measure. He asked if a Board of Health subcommittee should be formed to help work on modifications. This was a recommendation made by our accreditation consultant. Discussion followed. Mr. Jones mentioned the section heads of the health department serve as a committee and make suggestions/recommendations regarding the health department. It was agreed by the board for the health department continue as present and notify the board as needed. He mentioned until the state Medicaid Reform has been approved which affects our Primary Care clinic; and until the CHA is completed, we should wait for the approval of the Strategic Plan. The next CHA is due in March of 2015 and a new Strategic Plan will be developed in response to the CHA.
- **Lee County Health Department Activity and Management Summaries** – the board reviewed the LCPH Activities Summary for fiscal year July 2014-June 30, 2015. This is the first month of the fiscal year and showed an increase in STD numbers. The board reviewed the Monthly Management Summary. This summary showed through July 2014 –8.33 Expected. It also showed we collected 9% of our revenue and expended 7% of our budget. We have not received our payments from the Community Care of the Sandhills for our CC4C and PCM programs.
- **Other** – Information was given to board from the state on the Ebola virus. Mrs. Pamela Ridenhour Nursing Supervisor was in on a conference call this week from this conference call it was shared that others that came from the infected area of Africa may need to be monitored such as church missionaries.

**Board of Health Minutes**

**Page 3**

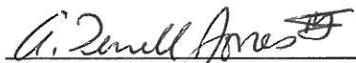
- Plans for renovation of the Buggy Factory are still ongoing as he received floor plans today. Our Environmental Health Department will be moving to this building. County and City Planning Departments will also be moving there, i.e. Building Inspections, GIS, etc. so that all will be in one central location.
- Board of Health vacancies – we still have two vacancies; 1) Engineer position and 1) Nurse position. Mrs. Mary Hawley Oates has expressed an interest in the nursing position. She is head of the School Nursing Program. Mr. Jones asked the board if they knew of anyone who would like to serve in those positions, to contact Ms. Gaynell Lee at the Summit Building.
- There is an Environmental Review Advisory Committee Meeting tomorrow. There is also a public hearing to be held on 8/22/14 from the Mining and Energy Commission for comments on the proposed rules.

With no further business, Dr. Schaller moved the meeting adjourned at 7:48 p.m.



Dr. Diane Schaller, Chairperson

**ATTEST**



\_\_\_\_\_  
A. Terrell Jones, III, REHS MPH, Health Director