

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

September 16, 2015

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, Mrs. Martha Underwood and Dr. Teresa Wooddell. Mr. Terrell Jones, Health Director, was present as Board Secretary.

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

Approval of the Agenda:

Dr. Hall moved to approve the agenda as presented. 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 and Wooddell
Nay: None

The chairperson ruled the motion was adopted unanimously.

Approval of the Minutes:

No corrections were made to the August 19, 2015 minutes. Mr. Riley moved to approve 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, Underwood and Wooddell
Nay: None

The chairperson ruled the motion was adopted unanimously.

Public Comments: None

Public Hearing – Community Cat Policy Development. Mr. Jones opened the floor for comments giving a three minute time frame to speak. No one signed in to offer a comment on the Community Cat Policy Development.

The board heard the **Introduction of a New Employee** – Mr. Terrell Jones, Health Director introduced Mrs. Tammy Wyland, Social Worker II, hired 9/16/15. Mrs. Wyland comes to us from Harnett County Schools as a Teacher Assistant for ten years. She supervised and taught twenty to twenty-four students with reading, math, social studies, science and health. The board welcomed Mrs. Wyland to the health department.

The board heard **ServSafe Presentations** – **Mrs. Susan Condlin, NC Cooperative Extension** - Mrs. Condlin showed a certificate patrons should look for when you go to a restaurant. The certificate shows the NC Cooperative Extension and the Public Health logos on it. This is a national program and a national certificate and the person receiving this certificate can carry it anywhere a certificate is required. Classes are given twice a year. There were 25 participants enrolled in the class and 17 passed the test. Mrs. Condlin stated she appreciated the partnership between Cooperative Extension and Environmental Health. Mr. William Cain, Environmental Health Supv., was present to assist with these presentations. Seven people attended the meeting to receive their certificates. Each one was asked to give the name of the restaurant they represented and tell one thing they learned from taking the class.

Ms. Shannon Cagle, Environmental Health Specialist also took the class and passed the test.

The board heard the **Presentation on funds from the Community Gardens – Mrs. Susan Condlin, Cooperative Extension** – Mrs. Condlin stated she appreciated the partnership between Cooperative Extension and the Health Department with the Healthy Life Style Grant which helped them with their Community Gardens. A power point presentation was shown of two of their community gardens. They were able to reach out to two community groups, (1) a garden at the McSwain Center, and (1) at the church of Christian Provision Ministry. Cooperative Extension decided this year to do something called “Straw Bale Gardening” which is a different type of container gardening. They had a master gardener group to graduate in the intern program with a challenge to work with them on this particular community garden. They also had a Summer Fun Project for the kids. They were allocated \$1500 for the project and spent \$940. All of the allocation was not spent due to the timing of when it had to be spent. Mrs. Condlin brought vegetables to the board from their community gardens. She said they had lots of tomatoes.

The board considered **New Information – Mr. Terrell Jones, Health Director** –

- **Community Action Plans** – Ms. Ashley Graham, Health Edu. Supv. – the community action plan was due to the state in March of this year and was approved. Reference was made to the plan that was included in the board packet. Once a health department’s Community Health Assessment (CHA) has been completed, they are required to submit two Community Action Plans (CAP), with each CAP addressing one priority area that was identified through the CHA process. Of the three 2014 Lee County CHA priorities identified; (1) obesity; (2) teen pregnancy prevention and (3) mental health/substance abuse; obesity and teen pregnancy prevention priorities were selected. The obesity and teen pregnancy CAPs must each include the implementation of two evidence-based strategies and address at least one Healthy North Carolina 2020 objective. The two evidence-based strategies chosen by Health Education are: (1) Faithful Families-Eating Smart and Moving More and (2) Eat Smart, Move More, Weigh less. This is a 16 week class and can be taken online for a small fee. This strategy is targeted more toward state and county employees. Discussion followed. Pastor Hooker moved to approve the Obesity Action Plan and the Teen Pregnancy Prevention Action Plan. 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 and Wooddell

Nay: None

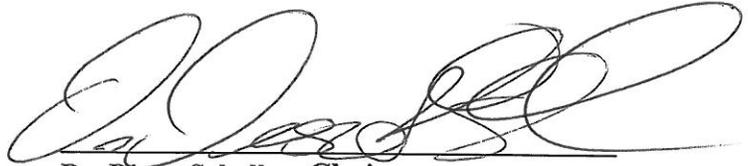
The chairperson ruled the motion was adopted unanimously.

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

- **Bright Ideas Grant** – this was a grant in the amount of \$10,000 that Environmental Health applied for about two months ago; and now it has been approved. This grant provides emergency supply kits for 245 people in the at risk population who are not able to get to the store to purchase these items. Members from the Cub Scouts and Senior Services have agreed to help assemble these kits. The kits will be distributed by Senior Services, Meals on Wheels and the Christian United Outreach Center.
- **Cure MD Electronic Health Records System** –the contract with Cure MD has been signed. The IT Director has been working to download the scanned medical records from LCI into Laserfiche. Mr. Jones stated he met with Cure MD and Laserfiche representatives today in Winston-Salem at the Public Health Conference. These two groups are working together to bridge the gap between the two systems for pulling up the scanned records. October 1, 2015 is when we start the new ICD-10 coding/billing system. The nursing staff has been preparing for this by taking online courses.

- **Lee County Health Department Activity and Management Summaries** - the board reviewed the LCPH Activities for August 2015 which is the second month of the fiscal year. Animal Control was commended again for a job well done with the adoption of the animals. The LCPH Management Summary showed August – 16.66% was expected. We collected 19% of our revenue and expended 16% of our budget.

With no further business, Dr. Schaller moved the meeting adjourned at 7:51pm.



Dr. Diane Schaller, Chairperson

ATTEST



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