

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

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January 20, 2016

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The regular meeting of the Board of Health for the County of Lee, State of North Carolina, convened at 6:58 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, Dr. Andre Knecht, Mr. John Riley Jr., Dr. Diane Schaller, Mrs. Nilla Sloop and Mrs. Martha Underwood. Mr. Terrell Jones, Health Director, was present as Board Secretary. County Attorney Kerry Self was in attendance at the meeting.

Members absent were: Pastor Alice Hooker, Dr. Alex Martin and Dr. Teresa Wooddell

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

**Approval of the Agenda:**

Two items were added to the agenda under VII. Action Items: 1) form a committee to search for a new Health Director after the closed session; and 2) discuss a letter from state officials regarding high metal content found in 12 water sample tests. Mrs. Underwood 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, Knecht, Riley, Schaller, Sloop, Underwood

**Nay:** None

The chairperson ruled the motion was adopted unanimously.

**Approval of the Minutes:**

No corrections were made to the December 29, 2015 board meeting minutes. Mrs. Underwood moved to approve as written. Mr. Riley seconded the motion and upon a vote, the results were as follows:

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

**Nay:** None

The chairperson ruled the motion was adopted unanimously.

No corrections were made to the December 9, 2015 closed session minutes. Mr. Riley moved to approve as written. Mrs. Dodson seconded the motion and upon a vote, the results were as follows:

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

**Nay:** None

The chairperson ruled the motion was adopted unanimously.

**Public Comments:** None

The board heard the **Introduction of New Employees** – Mr. Terrell Jones, Health Director introduced Mrs. Sheila-Castillo-Terrones, Processing Assistant IV, WIC Department – hired 11/2/15. Mrs. Sheila-Castillo-Terrones stated she has a one-year old daughter and she has been with Lee County since 2013. She came to the

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Health Department from the County Tax Department. Mrs. Tasha Bandy, Social Worker II –hired 12/8/15. Mrs. Bandy stated she is a case worker in the Pregnancy Care Management Program here at the health department. She is from Carthage, NC and has been a social worker for 13 years. Five years with Hospice and 7 years with Moore County Department of Social Services as a CPS worker. Mrs. Bandy is currently in school working towards a nursing degree.

The board considered **the Election of Chairperson**. Dr. Schaller opened the floor for nominations for chairperson. She nominated herself to remain as chairperson. She stated she has been on the board for approximately seven years and has served as chairperson for the last three years. She would love to continue in that role and be treated with the same level of respect. Mrs. Underwood also nominated herself to be chairperson. She stated she has been president of the Lake Stillhouse Hollow Clean Water Committee, Bell County, TX. She has been on the Lee County Board of Health for five years including previous vice-chair and personnel committee. She presented concerns as follows: 1) to make a dialog on issues more solutions oriented and 2) encourage board members to do their homework, ask the hard questions and address policy issues.

Dr. Schaller clarified the role of chairperson is to run the meeting, get it organized, help set the agenda, initiate the health director's review, etc. In absence of the chairperson, the vice-chair fills in that position. The board is an oversight committee overseeing the health department. At the pleasure of the board, the health director oversees the health department. Dr. Knecht moved the nominations be closed. Mrs. Hawley-Oates seconded the motion and upon a vote, the results were as follows:

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

**Nay:** None

The chairperson ruled the motion was adopted unanimously. Mrs. Hawley-Oates moved the nomination be voted by ballot. Mrs. Dodson seconded the motion and upon a vote, the results were as follows:

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

**Nay:** None

The chairperson ruled the motion was adopted unanimously. Attorney Self was asked to count the ballot votes. The vote count reveals Dr. Schaller to remain as chairperson.

The board considered **the Election of Vice-Chairperson**. Mrs. Hawley-Oates moved to open the floor for nominations for vice-chairperson. Mr. Riley seconded the motion and upon a vote, the results were as follows:

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

**Nay:** None

Mrs. Sloop nominated herself to remain as vice-chairperson. Dr. Hall moved nominations be closed. Mr. Riley seconded the motion and upon a vote, the results were as follows:

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

**Nay:** None

Mrs. Dodson moved the nomination be voted by the raising of hands. Mrs. Underwood seconded the motion and upon a vote, the results were as follows:

**Aye:** Dodson, Hall, Hawley-Oates, Knecht, Riley, Schaller, Underwood.

**Nay:** None

**Abstained:** Mrs. Sloop

The chairperson ruled the motion was adopted unanimously. Dr. Schaller stated Mrs. Sloop was chosen by vote to remain as vice-chairperson and accepted by acclamation.

The board heard **Action Items – Mr. Terrell Jones, Health Director –**

- **Award TANF Funds to the Coalition for Families of Lee County - \$9,782** – We receive these funds from the state and pass it on to the Coalition for Families of Lee County for their Barbers and Beautician Outreach Program thru the Sister Love Program. These funds will provide part-time positions. This staff will go out and get updated materials for the Barbers and Beautician as well as new information. Mr. Jones asked the board for their approval of these funds. Mrs. Sloop moved the health department receive the funds in the amount of \$9,782 as presented. Mrs. Hawley-Oates seconded the motion and upon a vote, the results were as follows:

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

**Nay:** None

The chairperson ruled the motion was adopted unanimously.

- **Additional State Funds for Infant Mortality Reduction - \$60,000** – this is a onetime funding given to us by the state. The state asked us to select at least one of the evidence based strategies that are used to reduce infant mortality as we are already using two of them. One of them is 17P (alpha hydroxyl progesterone)-women who are at risk and have a history of preterm birth reduces the likelihood of a repeat preterm birth. The second one we are using is the Long acting reversible contraceptive (LARC's) – birth control method that are effective for long periods of time. This funding will help us purchase these supplies. Dr. Knecht moved to accept the \$60,000 additional state funds as presented. Dr. Hall seconded the motion and upon a vote, the results were as follows:

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

**Nay:** None

The chairperson ruled the motion was adopted unanimously.

- **Additional State Revenue for Healthy Communities (Health Promotion) – \$4,160** – A revised Agreement Addendum for Healthy Communities funds was received in December. Additional funds are to be used for one of the three options: 1. Increase the number of new interventions implemented 2. Expand the reach of existing intervention by implementing them in at least one additional setting or location 3. Provide and/or attend one training opportunity for staff and community partners to support the successful implementation of interventions. The health education staff would like to receive additional training with these funds. One training is the National SOPHE conference March 30-April 1, 2016 and the second one is the NCPHA Spring Conference, and Building Partnerships to Promote Tobacco Free Living in the Behavioral Health Community. Mrs. Hawley-Oates moved the health department receive the funds in the amount of \$4,160 as presented. Mr. Riley seconded the motion and upon a vote, the results were as follows:

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

**Nay:** None

The chairperson ruled the motion was adopted unanimously.

- **Animal Control Donation - \$500** – this donation was given by a client and the Animal Shelter would like to purchase two new freezers needed by the shelter. An additional \$100 would be needed to purchase the two freezers which will come out of their budget. Dr. Knecht moved to accept the \$500 donation as presented. Mrs. Sloop seconded the motion and upon a vote, the results were as follows:

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

**Nay:** None

The chairperson ruled the motion was adopted unanimously.

- **Board of Health Operating Procedures** – these procedures are required by accreditation to be reviewed by the board on an annual basis. These procedures have been revised as the board changed its meeting date from the 2<sup>nd</sup> Wednesday to the 3<sup>rd</sup> Wednesday night of the month; and these procedures reflect that change. Mrs. Sloop moved to accept the Board of Health Operating Procedures as presented. Mrs. Underwood seconded the motion and upon a vote, the results were as follows:

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

**Nay:** None

The chairperson ruled the motion was adopted unanimously.

- **Create a search committee for the Health Director** – Mrs. Underwood move to approve forming a committee to search for a Health Director. Mrs. Hawley-Oates seconded the motion and upon a vote, the results were as follows:

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

**Nay:** None

The chairperson ruled the motion was adopted unanimously.

Board members who volunteered to serve on the Search Committee are as follows: Dr. Schaller, Mrs. Sloop, Mr. Riley, Dr. Knecht and Mrs. Underwood. Mrs. Hawley-Oates moved to accept the search committee members as presented. Mr. Riley seconded the motion and upon a vote, the results were as follows:

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

**Nay:** None

The chairperson ruled the motion was adopted unanimously.

- **Letter to the State regarding baseline water sampling in Lee County**– Lee County has been doing baseline water testing for residents living near the coal ash sites since the beginning of November 2015. Results from these tests have shown elevated levels in Hexavalent Chromium and Vanadium levels among others. These have been found in private well water as well as surface water, i.e. streams, ponds. Two state agencies have different views on how the water should be used by the home owner; and the county commissioners are trying to decide on how to proceed. The Occupational & Environmental Epidemiology Branch (OEEB) representatives from NC DHHS have recommended to property owners not to consume and/or cook with their well water. Conversely, the Division of Environmental Quality (DEQ) have made statement these same results from the two constituents may be safe for public drinking water supplies. The BOC have discussed this in-depth and has decided the decision on which standards are to be used should come from the state. Mr. Jones stated he has offered to write a letter to the secretaries of these departments

to bring it to their attention that we need a resolution in Lee County on how to proceed. (A copy of this proposed letter was given to the board). This letter is also addressed to the Department of Commerce (DOC) as they are also affected by this. It was mentioned by a board member that it has to be decided where this contaminated water is coming from, if it is natural or coming from somewhere else. If it is natural, then it is not a county issue or somebody else's issue; we just need to find money to get water in those areas, such as from a grant. Discussion continued. Dr. Hall moved to accept the letter to be sent to the state as presented. Mrs. Underwood seconded the motion and upon a vote, the results were as follows:

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

**Nay:** None

The chairperson ruled the motion was adopted unanimously.

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

**Reduction in Maternal and Child Health Block Grant** – this is for the board's information only. There is a reduction in the Maternal and Child Health Block Grant. This reduction affects, Maternal Health and Family Planning Programs. Maternal Health original allocation was \$32,921. The revised allocation is \$28,579, a difference of \$4,342= 13% decrease. Family Planning original allocation was \$86,739. The revised allocation is \$85,720, a difference of \$1,019= 1% decrease. Total decrease in expenses in state revenue for Maternal Health and Family Planning = \$5,361.

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

- **Coal ash Update** – this information was outlined in the letter given to the board earlier. At least 12 well water tests were conducted and found high metal content in the water sampling.
- **Accreditation Update** – Mr. Jones stated he saw the accreditation team leader today at the Health Director's Conference and he has reviewed our information and it looked good. A schedule of the accreditation site visit was given to the board. Two board members (Mrs. Underwood and Mrs. Hawley-Oates) have agreed to be interviewed by the Site Visit Team (SVT). The team will be here on Tuesday, 1/26/16. They plan to be done by the afternoon of 1/27/16 and will give us an exit interview before they leave. Mrs. Sloop stated for us to make sure for all four years that all policy and procedures have been reviewed and dated. Mr. Jones commented that the staff at the health department is an excellent staff and they do their jobs the way they are supposed to be done.
- **Buggy Factory** – Mr. Jones mentioned the Environmental Health Department has moved on the ground floor of the Buggy Factory. He states the building was renovated nicely and is being leased by the county. They have two meetings rooms that are available to be reserved for meetings. One on the 1<sup>st</sup> floor and one on the 2<sup>nd</sup> floor. This move is a one-stop for permits, GSI and strategic services which are all located in this building. The board discussed possibly having a future board meeting there.
- **Lee County Health Department Activity and Management Summaries** - the board reviewed the LCPH Activities for January 2016. It was asked why the numbers were increasing each month under communicable diseases? Mrs. Ridenhour, Nursing Director mentioned statewide there is a large increase in Syphilis cases and when you have this increase you will expect increases in HIV cases. Mrs. Thompson explained why there were no numbers for November and December in the WIC active participation numbers. This is due to not being able to get numbers from the Crossroads Electronic Health System as they are behind in getting out reports. Mr. Jones mentioned that the WIC staff is now actively going out and doing community outreach. Discussion followed. It was decided to wait on the numbers from the state for active participation instead of hand counting those numbers. Animal control was also discussed on animal adoptions versus return of the animals back to the shelter. LCPH Management Summary showed December – 50% was expected. We collected 53% of our revenue and

expended 48% of our budget. Animal control goals under euthanized and adoptions have been modified as recommended in the January meeting.

**Other:**

Mr. Jones stated it has been a pleasure working with the board and being Health Director of the Lee County Health Department. He is very proud of the staff and the work that they do. He tried to make the health department a place where the staff wanted to come to work every morning and he hoped to have achieved this in various ways. The health department has done some innovative things while he was there as follows: 1) he was proud of the way the health department did the Strategic National Stock Pile point of distribution (PODs) for the flu and Tdap vaccine. No other counties have tried this type of distribution; 2) we are transitioning into our electronic medical records program with a few loose ends to tie up; 3) we are now accepting debit/credit cards as a payment method. We tried for a long time to get this payment method in place. He stated he will be moving back to Asheville and looking forward to seeing his daughter grow up. Mr. Jones stated he will be around for a couple months and is available to the board if they should need him.

**Closed Session:**

- **Personnel – G.S. 143-318.11(6)** - Mrs. Sloop moved to go into closed session to discuss a personnel issue. Mrs. Hawley-Oates seconded the motion and upon a vote, the results were as follows:

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

**Nay:** None

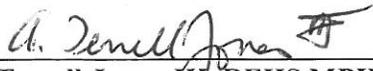
The chairperson ruled the motion was adopted unanimously.

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**Dr. Diane Schaller, Chairperson**

**ATTEST**

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