

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

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April 19, 2017

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The regular meeting of the Board of Health for the County of Lee, State of North Carolina, convened at 7:05 p.m. in the County Commissioners Meeting Room, 106 Hillcrest Drive, Sanford, North Carolina. Members present were: Mrs. Mary Hawley-Oates, Pastor Alice Hooker, Dr. Andre Knecht, Dr. Alex Martin, Mr. John Riley, Jr., Dr. Diane Schaller and Mrs. Nilla Sloop. Mr. Heath Cain, Health Director, was present as Board Secretary.

Members absent were: Mrs. Charity Dodson, Dr. William Hall, Mrs. Martha Underwood and Dr. Teresa Wooddell

**Approval of the Agenda:**

The agenda was amended as follows:

- Add Additional State Revenue for STD Prevention in the Communicable Disease Program in the amount of \$608 under: Agenda item #VI- Action Items.
- Add Animal Services Update under: Agenda item #VII – New Information

Dr. Martin moved to approve the agenda as amended. Pastor Hooker seconded the motion and upon a vote, the results were as follows:

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

**Nay:** None

The chairperson ruled the motion was adopted unanimously.

**Approval of the Minutes:**

The March 15, 2017 meeting minutes was amended to add the names of all Board members present who voted on the action items; as some of them were omitted. Pastor Hooker moved to approve the minutes as amended. Mrs. Sloop seconded the motion and upon a vote, the results were as follows:

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

**Nay:** None

The chairperson ruled the motion was adopted unanimously.

**Public Comments: None**

The Board heard the introduction of **New Employees:** Mr. Heath Cain, Health Director – Mrs. Yesenia Beltran – hired March 28, 2017 as Processing Assistant III in the WIC Dept. Mrs. Beltran stated she previously worked with the health department on a temporary basis in the Management Support section. Ms. Sarah Arthur-hired April 12, 2017 as a Public Health Education Specialist. Ms. Arthur came to us from Forsyth County Health Department as a Health Educator and stated she was glad to be here. Dr. Schaller welcomed both ladies aboard.

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

- **Health Director Job Description** – there were no changes made to the current job description. This item also meets accreditation standard. Mrs. Hawley-Oates moved to accept the health director's job description as presented. Mr. Riley seconded the motion and upon a vote, the results were as follows:

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

**Nay:** None

The chairperson ruled the motion was adopted unanimously.

- **Additional State Revenue for STD Prevention in the Communicable Disease Program - \$608** - this Agreement Addendum Revision #3 provides additional funds for the local health department to provide additional STD prevention training to our staff in order to assure high quality patient care. The funds has to be spent by May 31, 2017. Dr. Martin moved to accept the \$608 from the state to be used as presented. Pastor Hooker seconded the motion and upon a vote, the results were as follows:

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

**Nay:** None

The chairperson ruled the motion was adopted unanimously.

The Board heard **New Information - Mr. Heath Cain, Health Director –**

- **2016 State of the County Health (SOTCH) Report** – local health departments are required to complete a Community Health Assessment (CHA) every four years as part of accreditation. The purpose of the CHA is to collect health data and information from county residents, the State Center for Health Statistics and other sources to identify the top health priorities for the county. In the interim years, the LCHD must complete a State of the County Health (SOTCH) Report that provides an update on health data for the county and progress in addressing health priorities. Mr. Cain stated he just received news at 5pm today that the SOTCH report has been approved by the state. This also meets one of our accreditation benchmarks. A copy of the State of the County Health Report 2016 was given to the Board.
- **County Health Rankings** – health outcomes are based on length and quality of life. Health factors include health behaviors, clinical care, social and economic factors and the physical environment. Lee County went from 71<sup>st</sup> in 2016 to 55<sup>th</sup> in 2017 in health outcomes. We went from 64<sup>th</sup> in 2016 to 49<sup>th</sup> in 2017 for health factors. A copy of the 2017 County Health Rankings for North Carolina was given to the Board.
- **2017/2018 Health Department Budget Update** – Mr. Cain and Mrs. Thompson met with the county manager and finance director last week. While the preliminary discussion went well for items being requested in the budget, our 20 hours per week interpreter position was cut from the budget. It remains at 9 hours per week. In the contract with staff from Carolina Women's Health Center to provide services to our maternal health clients, they have asked for an increase in salary from \$45 per hour to a negotiated price of \$55 per hour. The previous salary has remained the same since 2008. This puts the contract over \$20,000 which now has to go the Board of County Commissioners for approval. Discussion followed on seeing the maternal health clients without the use of staff from Carolina Women's Health Center. The two vehicle request and the GPS unit still remain in the budget.
- **Rabies Clinic April 29, 2017** – this is our annual Rabies Clinic being hosted by the Sheriff's Office and Maple Springs Veterinary Clinic on Saturday, April 29, 2017 from 9a-11am. This event will be held in the large parking lot at the Sheriff's Office. Shots are \$7.00 each.
- **Animal Services Update** – information was shared on the meeting Mr. Cain attended with the City Council where he spoke on our animal adoption rate. He presented information from North Carolina

Department of Agriculture (NCDA) animal adoption which showed Lee County to be 5<sup>th</sup> in the state. The City Council was interested in an animal license fee as well. The Animal Services subcommittee has previously discussed this idea and felt it was not needed at this time. The county also has no interest at this time. Mr. Cain stated he wanted the Board of be aware of this conversation with the city. He mentioned to the Board he was emailed by a citizen wanting to know about Columbus County's Animal Adoption rate of 94% and if their methods could work in Lee County. The Board asked him to work with this citizen to help evaluate the information once received from Columbus County. He then mentioned to the Board of a community forum to be held May 23, 2017 at the McSwain Extension Center. The forum is being held to get feedback on the proposed modifications to the Animal Service Ordinance. Information received will be shared with the subcommittee in June 2017. A notice will be placed in the Sanford Herald by the first week of May 2017 letting them public know of this forum. Copies of the ordinance and proposed modifications will be at the Animal Shelter Office, at the front desk of the health department and on the county's website.

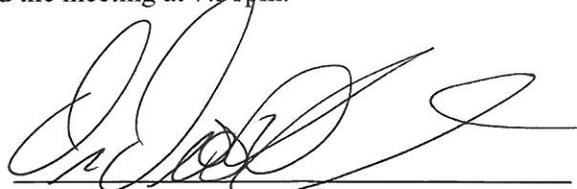
The Board heard **Update Information – Mr. Heath Cain, Health Director -**

- **Lee County Health Department Activity and Management Summaries** – the Board reviewed the LCPH Activities for the month of March 2017. He referenced the front desk check-in numbers for March of 427 with our new Family Nurse Practitioner filling in and new to the CureMD EHR system. He also referenced an increase in Environmental Health services applications received. He referenced the change in the metrics regarding the way the animal control numbers were being presented. The LCPH Management Summary showed March 75% was expected. We collected 83% of our revenue and expended 71% of our budget.

**Other:**

- Mr. Cain invited the Board to the Open House at the health department on Friday, April 28, 2017 from 2-4pm. It will be held in the Gordon Wicker Conference Room.

With no further business, Dr. Schaller adjourned the meeting at 7:31pm.



**Dr. Diane Schaller, Chairperson**

**ATTEST**



**William Cain, REHS, MPA, Health Director**