

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

February 21, 2018

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, Mr. Glenn Gunter, II, Dr. William Hall, Mrs. Mary Hawley-Oates, Dr. Andre Knecht, Dr. Diane Schaller, and Dr. Teresa Wooddell. Mr. Heath Cain, Health Director, was present as Board Secretary.

Members absent were: Pastor Alice Hooker, Dr. Alex Martin, Mr. Jay Riley, Jr., and Mrs. Nilla Sloop.

Approval of the Agenda:

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

Aye: Dodson, Gunter, Hall, Hawley-Oates, Knecht, Schaller and Wooddell

Nay: None

The chairperson ruled the motion was adopted unanimously.

Approval of the Minutes:

Mrs. Hawley-Oates moved to approve the December 13, 2017 Board minutes and the January 24, 2018 Board minutes as written. Mr. Gunter seconded the motion and upon a vote, the results were as follows:

Aye: Dodson, Gunter, Hall, Hawley-Oates, Knecht, Schaller and Wooddell

Nay: None

The chairperson ruled the motion was adopted unanimously.

Public Comments: None

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

- **Annual Approval of the Board of Health Operating Procedures** – these operating procedures are required to be reviewed on an annual basis according to policy and procedures. Mr. Cain presented an update to page 2 of these procedures with an addition added to: (a) Regular Meeting section. In speaking with the county attorney, the federal meetings law requires that we post the board meeting dates. A copy of the 2018 Board meeting dates were given to the board and will be posted on our webpage. Reference was made that if the meeting day is a holiday, the meeting shall be held on the next business day. Mrs. Hawley-Oates moved to approve the Board of Health Operating procedures as presented. Dr. Hall seconded the motion and upon a vote, the results were as follows:

Aye: Dodson, Gunter, Hall, Hawley-Oates, Knecht, Schaller and Wooddell

Nay: None

The chairperson ruled the motion was adopted unanimously.

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- **Annual Approval of the Board of Health Policy and Procedures - Mr. Heath Cain, Health Director** – this is an annual requirement for the board to review and approve these existing policies. There were no changes made to the policies. The policies are as follows: Lee County Board of Health Procedures for ongoing evaluation of the need for the adoption of an amendment to local rules or ordinances; Delegation of duties of the Health Director.; Participation in Community Health Improvement; Policy on Policies; Lee County Health Department Appeal Procedure and Adjudication Policy; Lee County Board of Health Orientation and Ongoing Training Policy. Mrs. Hawley-Oates moved to approve the Board of Health Policy and Procedures as presented. Mrs. Dodson seconded the motion and upon a vote, the results were as follows:

Aye: Dodson, Gunter, Hall, Hawley-Oates, Knecht, Schaller and Wooddell

Nay: None

The chairperson ruled the motion was adopted unanimously.

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

- **Resources Requested in the Fiscal Year 18 –19 Budget** - Mr. Cain reviewed with the board a list of possible resources being requested by health department programs to go in the FY 2018-2019 budget. He stated he will be meeting with the management team tomorrow to go over each of these requests. He was told by the County Manager to be as conservative as possible in making budget requests. This list includes 17 items and Mr. Cain added one more item as follows: purchase Naloxone Kits for the health department and for staff who are out into the community. These kits are for those who took an overdose of the opioid pain medication. The kits are \$78 a kit and have a shelf life of 18 months. He also made reference to a letter on page 37 from our contract pharmacist who is requesting a salary increase. Discussion followed.
- **Reach Out and Read Program – Ms. Kristy Arey, Dir.-Lee County Partnership for Children** - this program is an opportunity to introduce reading material to children ages six months to five years of age. This is a way to give young children a foundation for success by incorporating books into the services provided at the health department and will encourage families to read aloud together. The health department will be working collaboratively with the Partnership for Children to implement this program within the health department. Ms. Arey stated they have a grant from the state to help them fund this program. She stated all providers will have to take some online training. The health department will have to sign a contract stating they will be partners in this project. There is no cost to the county. Discussion followed. Dr. Knecht made a motion to continue with the relationship between the Lee County Health Department and the Lee County Partnership for Children regarding the Reach Out and Read Program. Mrs. Hawley- Oates seconded the motion and upon a vote, the results were as follows:

Aye: Dodson, Gunter, Hall, Hawley-Oates, Knecht, Schaller and Wooddell

Nay: None

The chairperson ruled the motion was adopted unanimously.

- **Board of Health Notebook Information** – an update of information is required by accreditation to be given to the Board of Health and entered into each board member notebook. Please remove the all old information replaced with the new information provided.

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

- **Opioid Update – Ms. Ashley Graham, Health Education Supervisor** - a PowerPoint presentation was shown on opioid – related overdoses and handouts were given to the board. More than 12,000 North Carolinians have died from opioid-related overdoses from 1999-2016. The majority of these deaths were initially from opioid pain medications. Since 2010, the number of deaths attributed to heroin, fentanyl, and fentanyl analogues have steadily increased. In Lee County there were 51 opioid overdoses from January 1, 2017 through December 8, 2017. Forty-three (43) of those opioid overdoses were from heroin. Looking back at data for the same time period in 2016, the number of heroin overdoses has increased from 12 to 43. There were 71 heroin related visits to the Emergency Department in 2017 compared to 32 in 2016. According to EMS data, there were 86 events where naloxone was administered from January 1, 2017 to December 8, 2017. This is compared to 54 events in 2016. The Project Lazarus Coalition was established in Lee County in 2014 to address the abuse, misuse and overdose of prescription opioid medications. To date, there has been seven opioid overdoses for 2018. On Monday, February 12, 2018 an awareness training for public workers was provided to all Lee County employees on Opioid and Methamphetamine. Mr. Pierre Lauffer, Industrial Hygiene Consultant from the North Carolina Division of Public Health provided this training. Discussion followed.
- **Lee County Health Department Activity and Management Summaries** – the board reviewed the December 2017 and January 2018 activity numbers.

The LCPH Monthly Management Summary showed 58% was expected. We collected 62% of our revenue and expended 55% of our budget. Mr. Cain mentioned that all program percentages above the 58% were contracts put in place at the beginning of the fiscal year and should cause no problems at this time as far as spending.

The LCPH Monthly Activity Summary: the January Primary Care clinic numbers are down due to our nurse practitioner being out on sick leave.

Additional information from the Health Director:

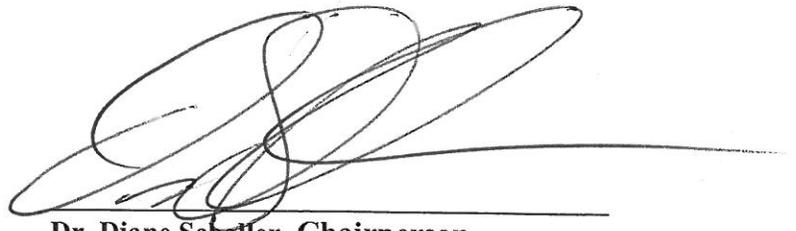
Mr. Cain stated we will begin this Friday working with the City of Sanford to have an Opioid Community Forum. The City would like to work with Project Lazarus to form a task force regarding opioid overdoses.

We have interviewed for three open positions at the health department and effective March 13, 2018 the Medical Lab Technician position will begin. We hope to make an offer this week for our Environmental Health Specialist position and our Animal Shelter Attendant position.

We received a check today from the Division of Medical Assistance (DMA) for \$12,169 for our 2014 Cost Settlement. We have an opportunity to receive more funding but we have to go through the process of cleaning off what DMA will allow us to remove from the report.

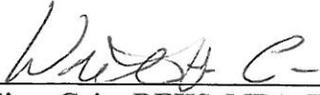
Reba Davis retirement after 25+ years of service – Mr. Cain stated he has worked with Ms. Davis since 2008 and it has been a joy having her working at the health department. In checking data since 2008, Ms. Davis has performed 880 lab services per month. A plaque was presented to Ms. Davis from the Board of Health.

With no further business, the meeting was adjourned at 7:50pm.

A large, stylized handwritten signature in black ink, consisting of several overlapping loops and a long horizontal stroke extending to the right.

Dr. Diane Schaller, Chairperson

ATTEST

A handwritten signature in black ink, appearing to read 'William Cain', written in a cursive style.

William Cain, REHS, MPA, Health Director