

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

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August 15, 2018

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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, Pastor Alice Hooker, Dr. Andre Knecht, Dr. Andrew Loudon, Mr. John Riley, Jr, Mrs. Nilla Sloop and Dr. Teresa Wooddell. Mr. Heath Cain, Health Director was present as Board Secretary.

Members absent were. Mrs. Mary Hawley-Oates and Dr. Diane Schaller

Mrs. Nilla Sloop, Vice Chairperson, presided and the following business was transacted:

**Approval of the Agenda:**

Mrs. Sloop stated since Dr. Schaller could not be present at this meeting, she recommended removing the closed session agenda item and place it on the September Board of Health meeting when Dr. Schaller could be present. Pastor Hooker moved to approve the agenda as amended. Dr. Hall seconded the motion and upon a vote, the results were as follows:

**Aye:** Dodson, Gunter, Hall, Hooker, Knecht, Loudon, Riley, Sloop and Wooddell.

**Nay:** None

The vice chairperson ruled the motion was adopted unanimously.

**Approval of the Minutes:**

Mrs. Dodson moved to approve the July 18, 2018 Board minutes as written. Pastor Hooker seconded the motion and upon a vote, the results were as follows:

**Aye:** Dodson, Gunter, Hall, Hooker, Knecht, Loudon, Riley, Sloop and Wooddell

**Nay:** None

The vice-chairperson ruled the motion was adopted unanimously.

**Public Comments:**

There were no public comments.

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

- **Apply for the Association of Food and Drug Officials (AFDO) Year 6 Retail Program Standards Grant** - This is a request for the Board of Health to allow Environmental Health to pursue additional grant funding from AFDO. Up to \$3000/\$20,000 for Environmental Health, if funding is awarded in full for small/moderate projects (Categories 1 & 2). Up to \$3000 for travel to training courses

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and seminars (Category 3). Mr. Cain stated they have applied for this grant for the last four years for which they have been awarded. Mr. Gunter moved to approve Environmental Health applying for the Association of Food and Drug Officials (AFDO) Year 6 Retail Program Standards Grant as presented. Pastor Hooker seconded the motion and upon a vote, the results were as follows:

**Aye:** Dodson, Gunter, Hall, Hooker, Knecht, Loudon, Riley, Sloop and Wooddell.

**Nay:** None

The vice chairperson ruled the motion was adopted unanimously.

- **Use of Medicaid Cost Settlement Funds to pay for an increase in pay for an existing Public Health Nursing Position.** This is a request for the Board to approve the use of Medicaid Cost Settlement Funds to cover the increase of a Public Health Nurse I position to become a Public Health Nurse II. This nurse was hired as a “work against” position to become a Public Health Nurse II after one year of employment with the health department. The increase of \$4060 (including salary and fringe) was overlooked in the FY 18-19 budget request. Pastor Hooker moved to approve the use of Medicaid Cost Settlement Funds to pay for an increase in pay for the existing Public Health Nursing position as presented. Dr. Hall seconded the motion and upon a vote, the results were as follows:

**Aye:** Dodson, Gunter, Hall, Hooker, Knecht, Loudon, Riley, Sloop and Wooddell.

**Nay:** None

The vice chairperson ruled the motion was adopted unanimously.

### The Board of Health heard **Update Information-**

- **Update to Pharmacy Contract for 2018/2019** - After the 2018/2019 budget was approved, Mr. Cain was approached by Mr. Kim Allen, our contract pharmacist, with concerns over the new contract with his salary of \$1100 per month for the 2018/2019 fiscal year. Mr. Allen was informed by Mr. Cain and Ms. Thompson, Finance Officer of the new pay increase beforehand. Following discussion with Mr. Allen, he mentioned he was turning in his notice and would not sign the new contract unless his salary was \$1200 per month. Mr. Cain spoke with the county manager about finding the funds to pay Mr. Allen the additional amount. After finding the funds, Mr. Allen’s contract was adjusted and the new contract has been signed. Mr. Cain wanted the Board to know that this contract was amended after the new budget was approved. He mentioned he will be working on a backup plan so this situation will not happen again.
- **Lee County Health Department Activity and Management Summaries** – the Board reviewed the July 2018 activity numbers.
- **The LCPH Monthly Management Summary** showed 8.33% was expected. We collected 14% of our revenue and expended 16% percent of our budget. Mr. Cain mentioned since this is the beginning of new fiscal year, nothing really jumps out at him as being unusual. As in the past, blanket purchase orders have been put in place for some of our vendors.

- **The LCPH Monthly Activity Summary** – Animal Services were commended again for having only five animals euthanized for the month of July. Lee County Animal Services will be participating in the Animal Homeless Day Event at Depot Park on 8/18/18.

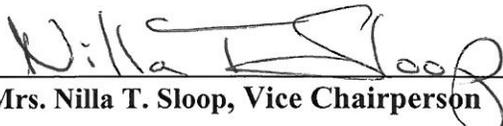
**Additional information from the Health Director:**

**Animal Shelter Update** – the Sheriff’s Dept. has been receiving an influx of calls due to two rabid cat cases in the community that has caused the shelter to be full. These cat colonies may not be adoptable. Mr. Cain wanted the Board to be aware that the numbers for next month may not be as good due to this.

**Open Positions** - we have two open positions. One PHN II position whose last day is the end of August and a Social Worker II position whose last day is August 16, 2018. She is returning to school to one day be a RN. The RN is going to work in another county. We are actively recruiting for both positions.

Dr. Hall mentioned that Lee County ranks #2 in the state in Opioid deaths. It was asked do we know where they are getting the pills and where they are coming from. Discussion followed.

With no further business, the meeting was adjourned at 7:14pm.

  
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Mrs. Nilla T. Sloop, Vice Chairperson

ATTEST

  
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William Cain, REHS, MPA, Health Director