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

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September 19, 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: Mr. Glenn Gunter, II, Dr. William Hall, Mrs. Mary Hawley-Oates, Pastor Alice Hooker, Dr. Andre Knecht, Dr. Andrew Loudon, Dr. Diane Schaller, Mrs. Nilla Sloop and Dr. Teresa Wooddell. Mr. Heath Cain, Health Director was present as Board Secretary.

Members absent were. Mrs. Charity Dodson and Mr. John Riley, Jr

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

Approval of the Agenda:

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

Aye: Gunter, Hall, Hawley-Oates, Hooker, Knecht, Loudon, Schaller, Sloop and Wooddell
Nay: None

The chairperson ruled the motion was adopted unanimously.

Approval of the Minutes:

Mrs. Sloop moved to approve the August 15, 2018 Board minutes as written. Mr. Gunter seconded the motion and upon a vote, the results were as follows:

Aye: Gunter, Hall, Hawley-Oates, Hooker, Knecht, Loudon, Schaller, Sloop and Wooddell
Nay: None

The chairperson ruled the motion was adopted unanimously.

Public Comments:
There were no public comments.

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

- **Request to apply for the National Association of County and City Health Officials (NACCHO) Grant Funding** - This is a request for the Board of Health to allow Environmental Health to apply for additional grant funding through a five-year cooperative agreement between NACCHO and the Food and Drug Administration (FDA) to aid in the completion of policy development projects to enhance conformance with the Voluntary National Retail Food Regulatory Program Standards. Mr. Cain stated that environmental health has applied for this grant in previous years. We could get up to $13,000

depending on the number of mentees they provide guidance through the program. With the desire of the EH supervisor, we could get up to $18,000. No county match. Mr. Gunter made a motion to approve Environmental Health applying for the National Association of County and City Health Officials (NACCHO) Grant funding as presented. Mrs. Hawley-Oates seconded the motion and upon a vote, the results were as follows:

Aye: Gunter, Hall, Hawley-Oates, Hooker, Loudon, Schaller, Sloop and Wooddell
Nay: None
Abstained: Dr. Knecht

The chairperson ruled the motion passed.

- **Bad Debt Write Off for FY 16-17– Mr. Heath Cain, Health Director** – this is a request for the board to approve the Bad Debit Write-Off for three Health Department Programs: Maternal Health - $236.40, Child Health--$878.40 and Family Planning -$2,755.10, for a total of $3,869.90 to be written off. The board was also given a chart showing a six year comparison of the bad debt write-off. Every effort will be made to collect these payments in the future. Dr. Hall made a motion to approve the Bad Debt Write Off for FY 16-17 as presented. Mrs. Hawley-Oates seconded the motion and upon a vote, the results were as follows:

  Aye: Gunter, Hall, Hawley-Oates, Hooker, Knecht, Loudon, Schaller, Sloop and Wooddell
  Nay: None

  The chairperson ruled the motion was adopted unanimously.

- **North Carolina Alliance of Public Health Agencies contract (NCAPHA) - Mr. Heath Cain, Health Director** – this is a contract with the NCAPHA who provides a Health Education Specialist to us for this fiscal year. County attorneys on both sides have approved this contract. This position act as our Infant Mortality Reduction Coordinator who will facilitate education classes at the health department with moms to be and new moms by working with our Maternal Health and WIC clients. This position will attend health fairs and community events to bring awareness of baby safe sleep practices and provide Safety Car Seat checks in approved venues. Mrs. Hawley-Oates made a motion to approve the North Carolina Alliance of Public Health Agencies contract (NCAPHA) as presented. Dr. Wooddell seconded the motion and upon a vote, the results were as follows:

  Aye: Gunter, Hall, Hawley-Oates, Hooker, Knecht, Loudon, Schaller, Sloop and Wooddell
  Nay: None

  The chairperson ruled the motion was adopted unanimously.

- **RFA #A361 – Emergency Overdose: Local Mitigation to the Opioid Crisis for Local Health Departments and Districts- Mr. Heath Cain, Health Director** – in June 2017, Gov. Cooper launched the North Carolina Opioid Action Plan. The plan has identified strategies to address the opioid crisis in the state. This RFA was sent out to local health departments to recruit and fund local health

departments to implement five strategies from two of the focus areas in the North Carolina Opioid Action Plan. Approximately 15 to 25 awards are expected to be awarded. There are no cost sharing or matching funds required. Maximum funds to be awarded is up to $100,000. Mr. Cain stated to apply for this grant we will need EMS and/or the Sheriff Department and/or one other group to help us because with this RFA we will need their collaboration. Deadline for applications has been extended to October 5, 2018 due the hurricane. Mr. Cain stated he has discussed this with the county manager. There is also no county match. Discussion followed. Dr. Hall moved to approve the health department submitting an application for the RFA # A351 for funding. Mr. Gunter seconded the motion and upon a vote, the results were as follows:

Aye: Gunter, Hall, Hawley-Oates, Hooker, Knecht, Loudon, Schaller, Sloop and Wooddell
Nay: None

The chairperson ruled the motion was adopted unanimously.

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

- **Lee County Health Department Activity and Management Summaries** – the Board reviewed the August 2018 activity numbers.

- **The LCPH Monthly Management Summary** showed 16.66% was expected. We collected 24% of our revenue and expended 24% percent of our budget. As in the past, blanket purchase orders have been put in place for some of our vendors. This is the reason some of our programs show an increase in revenue collected.

- **The LCPH Monthly Activities Summary** – Mr. Cain mentioned nothing really jumps out at him other than the increase in the euthanasia rate in animal control. This is due to the cases of rabies that we had and then we were made aware of two cat colonies. The Sheriff Department was catching 3 to 6 cats per day. Some of them were adoptable, but many of them were not. We work with approximately 550 rescue agencies. Discussion followed.

Additional information from the Health Director:

Hurricane Florence Update - a lot of hours were spent by staff beginning with Wednesday afternoon loading the Camet Trailer at the McSwain Center and setting up the shelter at San Lee Middle. Mr. Cain thanked all the staff including the nurses who worked rotating shifts at the shelter. This includes the school nurses who also worked the shelter. He has received information from a couple of people stating how comfortable they were while they were at the shelter. Others in the county said this was probably the smoothest shelter that was ever ran. At one point, there was approximately 258 people in the shelter. Overall, the Health Department, DSS and the Sheriff Department worked well together as a team.

Open Positions – we are down two nursing positions. We are losing a second nurse tomorrow. She is also going to Chatham County. We lost one of our EH Specialist to Anson County. We have a total of 5 vacant positions. We are actively recruiting for all of them.

Closed Session: G.S. 143-318.11(6)

Dr. Hall moved to go into the **Closed Session**. Mrs. Hawley-Oates seconded the motion and upon a vote, the results were as follows:

Aye: Gunter, Hall, Hawley-Oates, Hooker, Knecht, Loudon, Schaller, Sloop and Wooddell
Nay: None

The chairperson ruled the motion was adopted unanimously.

With no further business, the meeting was adjourned at 7: 24m.

Dr. Diane Schaller, Chairperson

ATTEST

William Cain, REHS, MPA, Health Director