

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

June 15, 2016

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, Dr. Andre Knecht, Mr. John Riley Jr., Dr. Diane Schaller, Mrs. Nilla Sloop and Mrs. Martha Underwood. Mr. Heath Cain, Health Director, was present as Board Secretary.

Members absent were: Dr. William Hall, Mary Hawley-Oates, 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:

Remove the- Propose a Rabies Vaccination Fee for Adopted/Quarantined Animals from under Action Items and place it under New Information. Mrs. Underwood moved to approve the agenda as amended. Mrs. Dodson seconded the motion and upon a vote, the results were as follows:

Aye: Dodson, Knecht, Riley, Schaller, Sloop and Underwood

Nay: None

The chairperson ruled the motion was adopted unanimously.

Approval of the Minutes:

No changes were made to the May 18, 2016 minutes. Mrs. Sloop moved to approve the minutes as written. Mr. Riley seconded the motion and upon a vote, the results were as follows:

Aye: Dodson, Knecht, Riley, Schaller, Sloop and Underwood

Nay: None

The chairperson ruled the motion was adopted unanimously.

Public Comments: None

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

- **Propose a Rabies Vaccination Fee for Adopted/Quarantined Animals** – Mr. Cain stated he talked with the new County Attorney regarding the rabies vaccine cost analysis presented to the Board at last month's meeting. She recommended not implementing any type of fee schedule at this time since the current Lee County Animal Control Ordinance does not specifically address how this would be enacted. Mr. Cain stated the ordinance should be reviewed and some of the sections be modified, i.e., clarify enforcement responsibilities, rabies prevention and control protocol, and to include written proof of microchipping in the future. He made a recommendation to appoint a subcommittee to help with this process. He stated he would put together a binder for each member that would include 5 or 6 ordinances and fee schedules from other counties and present them at the next Board meeting. Discussion followed. Mrs. Sloop and Mr. Iceman, Animal Control Supervisor stated they would like to be a member of this subcommittee. This subcommittee will be appointed at the July Board meeting. Mr. Cain and Mr. Iceman responded to questions as appropriate.

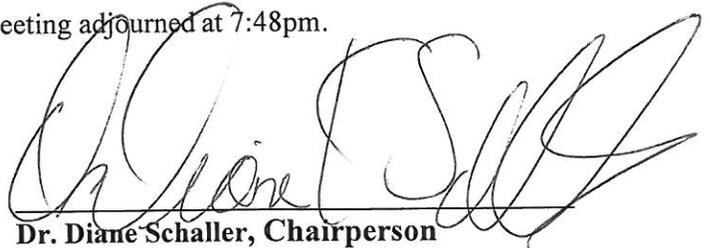
The Board heard **Update Information – Mr. Heath Cain, Health Director –**

- **2016 Strategic Plan Progress – Power Point Presentation** – the strategic plan is a requirement for accreditation. The power point slides illustrated the objectives, strategies involved and progress to date. **Strategic goal #1- to improve financial security as an independent agency-met or in progress as of June 2016- 52%-** some of the highlights presented for this goal are as follows: grants received in EH and PHP in the amount of \$20,000; cost analysis completed and fees approved to initiate LARCs (Long Acting Reversible Contraceptives) in the Family Planning (FP) Program; **strategic goal #2 – build community awareness of health threats and opportunities - met or in progress as of June 2016- 52%-** some of the highlights presented are as follows: in the process of revising existing promotional materials and creating new materials; utilizing social media to share pertinent information on health department services; utilizing radio to inform and educate the media (Zika, etc.); and working with the IT to set up our customer satisfaction surveys to go online on the county’s website; **strategic goal #3 – adjust to new internal programs using systems /development protocols- met or in progress as of June 2016- 52% -** some of the highlights presented are as follows: evaluating project management tools to simplify accreditation process, training sessions are scheduled for June 23-Aug 4 to go live with CureMD project management piece by August 16, 2016; and rabies prevention and control policy approved May 2016. The strategic plan will be revised later this year with new objectives which will showcase new strategic goals the health department will be developing within the next 12 months and will be presented to the Board for approval later in the year. Mrs. Sloop mentioned she has not seen the BOH agenda in the Sanford Herald recently and we should get that back in the newspaper. She also mentioned in reference to accreditation, when doing customer service surveys, to make sure these surveys are given out in the community and not just to the health department clients.
- **CureMD Update** – our Superuser team attended a Discovery Call video conference with the Implementation Specialist with Carolinas IT on Thursday, June 2, 2016. Training dates were given and the Practice Management “Go Live” date is scheduled for August 16, 2016. Mr. Cain stated with CureMD comes electronic records and disposal for which we still have records that were previously scanned. We are in the process of submitting an application to the state for approval to dispose of the records. Sometime in early fall of this year, the management team will get together to see when we will start this process, hopefully after the 1st of next year. This records disposal process will also include records from Environmental Health and the Animal Shelter.
- **Lee County Health Department Activity and Management Summaries** - the Board reviewed the LCPH Activities for May 2016. The LCPH Management Summary showed May – 92% was expected. We collected 82% of our revenue and expended 79% of our budget. Discussion followed on expenditures versus savings and where the money goes if the budgeted amount is not spent. Dr. Schaller referenced the 100% establishments inspected in Environmental Health which was impressive; and May was also the highest number of animal drop-offs at the shelter with the highest number of total adoptions. Mr. Iceman and the animal control staff were commended for their efforts. Mr. Cain mentioned our euthanasia rate is one of the lowest rates in the state. Reference was made to the drop in numbers on the activity summary for the CC4C, PCM, TB numbers; and the increase in the CD numbers. Mrs. Ridenhour explained the numbers regarding our TB and CD services. The numbers for CD services related to seasonal. Mr. Cain handed out a copy of the State of the County Health Report 2015.
- **Monthly Report Oral Health Section from Mrs. Wendy Seymore – Dental Hygienist** - Mr. Cain referenced the May monthly report highlighting the services performed for Lee County by Mrs. Seymore.

Other –

It was mentioned by a Board member that there have been 5 murders in Sanford since Memorial Day weekend and are we looking at a mental health problem or an anger management problem that needs to be addressed? Mr. Cain mentioned he had a visit from a representative of the Sandhills Center last week asking if there was an interest from the health department and DSS in providing behavioral health assessments within the health department. With this conversation, there will be an opportunity to look at some behavioral health needs. A survey has just been put together to see if there is such a need. This survey has also been translated in Spanish and it has not yet been given out. Another member asked about gang violence in Lee County; and how that was been handled, i.e. a task force, is the Sheriff Department and/or the Police Department involved, etc? Discussion followed

With no further business, Dr. Schaller moved the meeting adjourned at 7:48pm.



Dr. Diane Schaller, Chairperson

ATTEST



Heath Cain, REHS MPA, Health Director