

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

April 20, 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. William Hall (7:05pm), Mrs. Mary Hawley-Oates, Pastor Alice Hooker, Dr. Andre Knecht (7:18pm), Dr. Alex Martin, Dr. Diane Schaller, and Mrs. Nilla Sloop.

Members absent were: Mr. John Riley Jr., Mrs. Martha Underwood and Dr. Teresa Wooddell.

Mr. William Cain, Interim Health Director, was present as Board Secretary

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

Approval of the Agenda:

Mr. Cain asked to add one item to the agenda under the Update section: County Boards' orientation binder. Dr. Martin moved to accept the agenda as amended. Pastor Hooker seconded the motion and upon a vote, the results were as follows:

Aye: Dodson, Hawley-Oates, Hooker, Martin, Schaller and Sloop

Nay: None

The chairperson ruled the motion was adopted unanimously.

Approval of the Minutes:

There was one correction made to the minutes – to remove Mrs. Sloop's name from voting on all of the agenda items as she was absent from the meeting. Mrs. Hawley-Oates moved to approve the minutes as amended. Mrs. Dodson seconded the motion and upon a vote, the results were as follows:

Aye: Dodson, Hall, Hawley-Oates, Hooker, Martin, Schaller, Sloop

Nay: None

The chairperson ruled the motion was adopted unanimously.

Public Comments: None

The Board considered Action Items – Dr. Diane Schaller–

- **Consideration of the New Health Director – Dr. Diane Schaller** – this is a requirement by the Board to vote on the applicant being considered for the position of Health Director. Dr. Martin moved to appoint Mr. William Heath Cain as the new Health Director of the Lee County Health Department. Pastor Hooker seconded the motion and upon a vote, the results were as follows:

Aye: Dodson, Hall, Hawley-Oates, Hooker, Martin, Schaller, Sloop. Mrs. Martha Underwood sent in an absentee ballot of "yes".

Nay: None

The chairperson ruled the motion was adopted unanimously.

- **Immunization Action Plan (IAP) Funds- \$3,225** – Mr. Heath Cain, Health Director – these are additional funds awarded by state for our Immunization Program. The funding will be used to purchase vaccines for our clinic and immunization educational materials needed for outreach events. Mrs. Sloop moved to accept the additional funds in the amount of \$3,225 for the Immunization Program as presented. Pastor Hooker seconded the motion and upon a vote, the results were as follows:

Aye: Dodson, Hall, Hawley-Oates, Hooker, Martin, Schaller, Sloop

Nay: None

The chairperson ruled the motion was adopted unanimously.

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

- **Draft Rabies/Communicable Disease (CD) Policy** – This is a draft policy and procedures as it relates to Rabies Prevention and Control. The Lee County Sheriff's Office, Animal Services, Nursing, and Administration are working collaboratively to implement a Rabies Prevention and Control policy to ensure the safety and well-being of all Lee County residents. This policy conveys the roles and responsibilities of each agency involved in the process. Memorandums of Understanding (MOU) will be developed to further strengthen this policy. Ms. Jodie Reber, consultant for the Rabies/CD Branch has reviewed this policy and her recommendations have been included. Staff from the Sheriff's Dept., Nursing Dept., and Animal Services were in attendance at this meeting. Mr. Cain hopes to have this policy signed off by late next month. Discussion followed. A representative from the Sheriff Department presented that Lee County is having exposures to the bat population early this year. It started in February of this year and we usually don't have problems with bats until April. This also includes bite exposure. A comment was made by a Board member that when reading this policy, it strengthens the communication between the different agencies as compared to the past when there was a lack of communication.
- **Board of Health Training – May Board meeting** – Mr. Danny Staley, Division Director for the Division of Public Health will provide the Board of Health annual training at the May Board meeting. Mr. Cain stated he heard this presentation by Mr. Staley a couple of months ago and felt it to be a very good presentation.

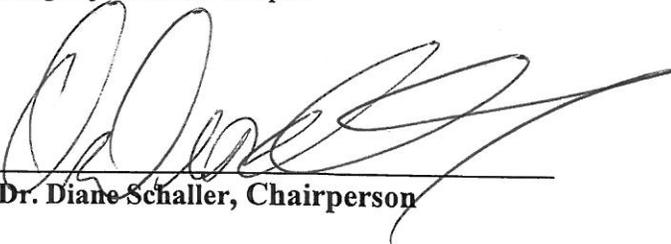
The Board thanked Mr. Cain for the information he shared on the Rabies clinic that was held at the Sheriff Department on Saturday, April 16, 2016. This was a great turnout and by putting the information on Social Media and on our county website helped to get this information out to the general public.

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

- **Board Orientation Binders** – the BOC asked each department to provide a binder with information that explained what the roles and responsibilities were as a Board member. He showed the Board the binder that was put together for the Board of health which essentially is the same information they get when they are new Board members. The only additional items are the health department fee schedules.
- **Monthly Report Oral Health Section from Mrs. Wendy Seymore – Dental Hygienist-** Mr. Cain referenced the March monthly report presented by Mrs. Seymore for the counties of Harnett, Hoke, Lee and Montgomery. He stated he asked Mrs. Seymore if she would give more information on what is being done in Lee County verses some of the other counties. She will begin giving this information at the next Board meeting.
- **Lee County Health Department Activity and Management Summaries** - the Board reviewed the LCPH Activities for March 2016. The Environmental Health Program shows an increase in the number of re-evals received and permits issued for the month of March. The LCPH Management Summary showed

March – 75% was expected. We collected 71% of our revenue and expended 65% of our budget. We are on track as far as program expenditures. Mr. Cain stated the management team is doing a great job managing their program budgets. Discussion followed on the county's Zika policy and procedures. Dr. Hall asked where private physicians would send patients who had a suspected case of the Zika virus. He heard they would be sent to a central location for testing. Mrs. Ridenhour, Nursing Supervisor stated that the Health Department is not the referral site to send suspected cases of the Zika virus. Physicians who have a suspected case and they meet the criteria to be tested, you are to call the contact number listed on the CDC website. You then will speak with a CDC Consultant who will give you directions as what to do. She will send out all needed information in a mass mailer tomorrow as she thought this had already been mailed out. The biggest concern with this virus involves pregnant women. The health department's first lab specimen was sent out this week. Discussion followed.

With no further business, Dr. Schaller moved the meeting adjourned at 7:27pm.



Dr. Diane Schaller, Chairperson

ATTEST



Heath Cain, REHS MPA, Health Director