

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

October 8, 2014

The regular meeting of the Board of Health for the County of Lee, State of North Carolina, convened at 7:09 p.m. in the County Commissioners Meeting Room, 106 Hillcrest Drive, Sanford, North Carolina. Members present were: Mrs. Charity Dodson, Mrs. Mary Hawley-Oates, Pastor Alice Hooker, Dr. Andre Knecht (arrived at 7:17pm), Dr. Diane Schaller, Mrs. Nilla Sloop, Dr. Lauren Williams and Dr. Teresa Wooddell. Mr. Terrell Jones, Health Director, was present as Board Secretary.

Members absent were: Mr. John Riley, Jr. and Dr. William Hall

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

Approval of the Revised Agenda:

- Add – the Introduction of New Employee after Public Comments
- Add – the Introduction of a New Board of Health Member after Public Comments
- Under Executive Session – Strike Litigation and leave the Personnel Agenda Item

Mrs. Hawley Oates was sworn in by County Attorney Kerry Schmid as a new board of health member.

Mrs. Sloop moved to approve the agenda with the recommended changes. Pastor Hooker seconded the motion and upon a vote, the results were as follows:

Aye: Dodson, Hawley-Oates, Hooker, Schaller, Sloop, Williams and Wooddell
Nay: None

The chairperson ruled the motion was adopted unanimously.

Approval of the Minutes:

There was one corrections made to the September 10, 2014 board minutes. To remove Mrs. Sloop’s name from approving the Election of Vice-Chairperson for which she was nominated and put her as abstained. Mrs. Hawley Oates moved to approve the minutes once the correction has been made. Pastor Hooker seconded the motion and upon a vote, the results were as follows:

Aye: Dodson, Hawley-Oates, Hooker, Schaller, Sloop, Williams and Wooddell
Nay: None

The chairperson ruled the motion was adopted unanimously.

Public Comments: None

The board heard the **Introduction of a New Employee** – Ms. Kelley Richardson, Public Health Education Specialist, hired September 23, 2104. Ms. Richardson has been with the health department for a while as she was one of the regional employees for the Community Transformation Grant, where she was working on Healthy Activities and Healthy Foods for communities involving a 10 county region.

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Mrs. Hawley Oates was asked to introduce herself to the board. She stated she is the supervisor for the school nurses for Lee County Schools for the past 34 years. She previously served on the Board of Health for nine years and has been off the board for the past six years. Mrs. Hawley Oates is familiar with what goes on in the county and has a close working relationship with the health department.

The board considered **Action Items** – Mr. Terrell Jones, Health Director -

- **New Immunization Monies - \$6,042** – Mrs. Pam Ridenhour, mentioned the state of North Carolina was revising each county's immunization program budget this year and giving each county additional funds. The intent of this money is to have each county come up with a media communication plan which would include community members working together in a partnership. This partnership would decide on how to educate and promote awareness within the community about the new immunization changes taking affect in July 2015. She also explained the immunizations affected by this program. After looking into this agreement; and the short turnaround time of December 1, 2014 to get all requirements done from all staff involved, she does not feel this money will be utilized within the recommended time frame. Discussion followed. Mr. Jones mentioned the information is still getting to the community by way of social media and other methods. Mrs. Hawley Oates moved to decline acceptance of the Immunization Action Plan Agreement Addendum in the amount of \$6,042. Mrs. Sloop Hooker seconded the motion and upon a vote, the results were as follows:

Aye: Dodson, Hawley Oates, Hooker, Knecht, Schaller, Sloop, Williams and Wooddell

Nay: None

The chairperson ruled the motion was adopted unanimously.

Aye: Dodson, Hawley-Oates, Hooker, Knecht, Schaller, Sloop, Williams and Wooddell

Nay: None

The chairperson ruled the motion was adopted unanimously.

- **Proposed Fee TB Assessment/Record of Screening and PPD Skin Test – Mrs. Pamela Ridenhour, Nursing Director** – Tuberculosis (TB) is a communicable disease and is one of our core functions here in public health. Mrs. Ridenhour explained there are new rules for the TB assessment and the PPD Skin test. Proposed fee for the TB Risk Assessment/Record of Screening is \$25 and the proposed fee for the TB skin test is \$25.00. Discussion followed. Pastor Hooker moved to accept the fee of \$25 for the TB Risk Assessment and the \$25 for the TB Skin Test as presented. Mrs. Hawley Oates seconded the motion and upon a vote, the results were as follows:

Aye: Dodson, Hawley-Oates, Hooker, Schaller, Sloop, Williams and Wooddell

Nay: None

Abstained: Dr. Knecht

The chairperson ruled the motion was adopted unanimously.

- **Proposed Fee – Flu Vaccine – Mr. Terrell Jones, Health Director** - this item was approved by the board at last month's meeting and forwarded to the Board of County Commissioners for their approval. Discussion followed in the commissioner's meeting as it was felt the price of the flu vaccine we were proposing to offer was "under cutting" some local pharmacies. We were instructed to get five more quotes from other pharmacies. Quotes were received from seven different pharmacies ranging from \$29.95 to \$31.99 and we chose to go with the medium amount of \$30. We are required by state contract addendum to

provide this vaccine to the community. Discussion followed. Mrs. Sloop moved to approve the health department increasing their fee for the flu vaccine to \$30 as presented. Mrs. Hawley Oates seconded the motion and upon a vote, the results were as follows:

Aye: Dodson, Hawley-Oates, Hooker, Schaller, Sloop, Williams and Wooddell

Nay: None

Abstained: Dr. Knecht

The chairperson ruled the motion was adopted unanimously.

- **LCHD Pandemic Influenza Revised Plan – Mr. William Cain, Env. Health Supv.** – this is the same information that was reviewed with the Board in the September 2014 meeting. This is a plan of action to implement in case a Pandemic event occurs in Lee County. The plan now has updated information and updated contacts. Dr. Knecht moved to approve acceptance of LCHD Pandemic Influenza Revised Plan as presented. Mrs. Hawley Oates seconded the motion and upon a vote, the results were as follows:

Aye: Dodson, Hawley-Oates, Hooker, Knecht, Schaller, Sloop, Williams and Wooddell

Nay: None

The chairperson ruled the motion was adopted unanimously.

The board heard **New Information** – Mr. Terrell Jones, Health Director

- **Potassium Iodide (KI) Dispensing Strategy 2014 – Mr. William Cain, Env. Health Supv. -** Lee County Environmental Health will be setting up Potassium Iodide (KI) distribution sites at Cape Fear and Deep River Fire Departments on October 11, 2014 from 9 am until 2 pm. Two thousand two hundred and nineteen (2219) individuals reside in the Emergency Planning Zone (EPZ) in Lee County; and 914 residences were mailed flyers concerning the distribution. Social media, blog posts, and the Sanford Herald were used to promote the distribution.

The board heard **Update Information** – **Mr. Terrell Jones, Health Director** –

- **Healthy Life Style Grant** – Mrs. Susan Condlin, NC Cooperative Extension – she gave a short update of how the cooperative extension received the grant funds from the State of NC by the way of Mr. Terrell Jones. Ms. Kim Tungate, Agricultural Agent and Mr. Bill Stone, 4-H Agent presented information on the Healthy Life Style Grant program. Ms. Tungate presented information on the community garden project. Mr. Stone stated they used some of the grant monies to identify some young people out in the community who were in need of some camping experience; and 4-H was a great way to get them out and be active. Some of the youth were offered summer camp scholarships. A video was shown of some of the activities done by the youth during their camps and in the gardening program. Mrs. Condlin stated she appreciated the support this grant has given them with opportunities to do more activities this summer. Mr. Jones mentioned these are the type of activities they were trying to promote with the Community Transformation Grant last year.
- **Lee County Health Department Activity and Management Summaries** – the board reviewed the LCPH Activities Summary. Mr. Jones referenced the increase in the immunization numbers due to the kids going back to school. Referenced was also made to the low euthanasia number verses the high adoption rate. They also reviewed the LCPH Monthly Management Summary. This summary showed through September 2014 – 25% Expected. It also showed we collected 33% of our revenue and expended 20% of our budget.

Executive Session:

- **Personnel Issue – G.S. 143-318.11(6)** - Dr. Knecht moved to go into executive session to discuss a personnel issue. Mrs. Hawley Oates seconded the motion and upon a vote, the results were as follows:

Aye: Dodson, Hawley-Oates, Hooker, Knecht, Schaller, Sloop, Williams and Wooddell

Nay: None

The chairperson ruled the motion was adopted unanimously.

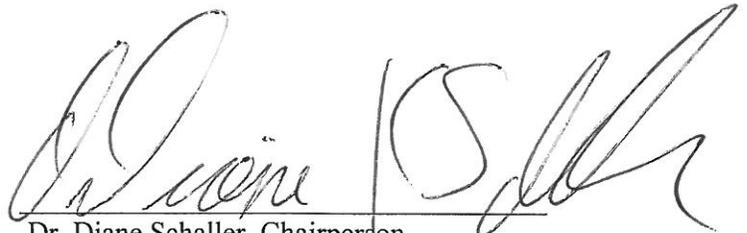
Dr. Knecht moved to come out of executive session. Dr. Wooddell seconded the motion and upon a vote, the results were as follows:

Aye: Dodson, Hawley-Oates, Hooker, Knecht, Schaller, Sloop, Williams and Wooddell

Nay: None

The chairperson ruled the motion was adopted unanimously.

With no further business, Dr. Schaller moved the meeting adjourned at 8:45 p.m.



Dr. Diane Schaller, Chairperson

ATTEST



A. Terrell Jones, III, REHS MPH, Health Director