

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

October 19, 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. Mary Hawley-Oates, Pastor Alice Hooker, Dr. Andre Knecht, Mr. John Riley Jr, Dr. Diane Schaller, Mrs. Nilla Sloop, Mrs. Martha Underwood and Dr. Teresa Wooddell. Mr. Heath Cain, Health Director, was present as Board Secretary.

Members absent were: Mrs. Charity Dodson, Dr. William Hall and Dr. Alex Martin

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

Approval of the Agenda:

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

Aye: Hawley-Oates, Hooker, Knecht, Riley, Schaller, Sloop, Underwood and Wooddell

Nay: None

The chairperson ruled the motion was adopted unanimously.

Approval of the Minutes:

Mr. Riley moved to approve the September 21, 2016 Board minutes as written. Mrs. Hawley-Oates seconded the motion and upon a vote, the results were as follows:

Aye: Hawley-Oates, Hooker, Knecht, Riley, Schaller, Sloop, Underwood and Wooddell

Nay: None

The chairperson ruled the motion was adopted unanimously.

Public Comments: None

Public Hearing: Rabies Reform – Dr. Schaller opened the floor to hear responses on the rabies reform. There were no members of the public present to speak for or against the reform. Dr. Schaller closed the public hearing.

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

- **Adopt the 2016 National Association of State Public Health Veterinarians (NASPHV) Rabies Compendium** – The 2016 Rabies Compendium provides science to support new rabies control measures. These measures would result in fewer dogs and cats euthanized, shorter quarantine periods and allow for home observations for lapsed animals with appropriate documentation. Mrs. Sloop moved to adopt the National Association of State Public Health Veterinarians (NASPHV) Rabies Compendium as presented. Mrs. Underwood seconded the motion and upon a vote, the results were as follows:

Aye: Hawley-Oates, Hooker, Knecht, Riley, Schaller, Sloop, Underwood and Wooddell

Nay: None

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- **State Sexually Transmitted Disease (STD) Funding \$3,000 – Mr. Heath Cain, Health Director -** This is additional funding from the State Communicable Disease Program for STD Prevention in the amount of \$3,000. This action item will also be sent to the Board of County Commissioners for their approval. Dr. Knecht moved to accept the Sexually Transmitted Disease funds in the amount of \$3,000 as presented. Pastor Hooker seconded the motion and upon a vote, the results were as follows:

Aye: Hawley-Oates, Hooker, Knecht, Riley, Schaller, Sloop, Underwood and Wooddell

Nay: None

The chairperson ruled the motion was adopted unanimously.

- **Apply for the Association of Food and Drug Officials (AFDO) Grant –** This is a request to allow Environmental Health to pursue additional grant funding for year 3- Retail Program Standards Grant Program. With these grant funds, Environmental Health can work to conform to Standard 7 which involves industry and consumer interaction along with educational outreach. One of the educational outreach programs is our ServSafe Program. If awarded this grant, we could get up to \$20,000. The deadline to accept applications is December 1, 2016. Discussion followed. Mrs. Sloop moved to approve Environmental Health applying for the AFDO grant as presented. Mrs. Underwood seconded the motion and upon a vote, the results were as follows:

Aye: Hawley-Oates, Hooker, Knecht, Riley, Schaller, Sloop, Underwood and Wooddell

Nay: None

The chairperson ruled the motion was adopted unanimously.

- **Pharmacy Contract –** With the growing obligations of the pharmacist position, Mr. Ralph K. Allen has requested a salary increase of \$200 per month. He is currently being paid \$600 a month and this would increase his salary to \$800 per month to begin January 2017. A letter from Mr. Allen making this request was included in the board packet. The additional \$1200 needed for his salary increase for the remainder of the fiscal year, will come from Aid to County funds from the State. We are looking at getting an additional \$26,000. The pharmacy contract is renewed on an annual basis. Discussion followed. Mrs. Hawley-Oates moved to approve increasing the pharmacist salary as presented. Mr. Riley seconded the motion and upon a vote, the results were as follows:

Aye: Hawley-Oates, Hooker, Knecht, Riley, Schaller, Sloop, Underwood and Wooddell

Nay: None

The chairperson ruled the motion was adopted unanimously.

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

- **Behavioral Health Update** – This collaborative effort between the Health Department, DSS and Daymark Recovery Services to provide behavioral health services began yesterday 10/18/16. According to the clinical therapist, the paperwork alone is taking more than 1 hr. to complete. We are looking at the schedule possibly being modified. We are scheduled to meet again November 8, 2016 to discuss how this program is working. There is one client scheduled for tomorrow and two for Tuesday, October 25, 2016. Discussion followed.
- **Water Quality Update** - A meeting was held with Dr. Randall Williams September 27th concerning water quality issues throughout the State and to clarify existing issues within the affected counties. Dr. Williams noted the breakdown in communication between the State and Local officials and stressed his commitment to improve communication in the future. He informed the affected counties that there will be a one page letter (FAQ) mailed to each of the counties affected. This FAQ will educate all stakeholders involved concerning Hexavalent Chromium and Vanadium standards. Mr. Cain stated he will share this letter with the board when it has been received.
- **Lee County Health Department Activity and Management Summaries** - the board reviewed the LCPH Activities for the month of September 2016. The LCPH Management Summary showed September – 25% was expected. We collected 28% of our revenue and expended 22% of our budget. Mr. Cain commended the WIC staff for their program’s active participation rate of 97%. This percentage is the threshold for which WIC is 100% fully funded. The percentage for the number of new lot applications evaluated within 10 working days in Environmental Health is less than 100% and is incorrectly stated on the monthly management summary. Environmental Health received 32 new applications at one time in September and it takes time to evaluate these proposed lots properly. Environmental Health is currently 10-15 days out concerning the evaluation of new lots, but are working to catch up. The health department received an email from the State which stated we will be receiving a one-time funding for our Electronic Health Records (EHR) system in the amount of \$26,000. We should be receiving these funds one day this week. We still have not received our cost settlement from the state. Everything else is on track as far as expenditures.

With no further business, Mrs. Sloop moved to adjourn the meeting at 7:17pm. Pastor Hooker seconded the motion and upon a vote, the results were as follows:

Aye: Hawley-Oates, Hooker, Knecht, Riley, Schaller, Sloop, Underwood and Wooddell

Nay: None

The chairperson ruled the motion was adopted unanimously.



Dr. Diane Schaller, Chairperson

ATTEST



William Cain, REHS, MPA, Health Director