

WILSON COUNTY BOARD OF HEALTH MINUTES

Tuesday August 13, 2019

The Wilson County Board of Health held a regular meeting on Tuesday, August 13, 2019 in the Board Room at the Wilson County Health Department. Members present were:

Scott Dixon, D.D.S.
Bill Blackman
Catherine Melin
Linda Cooper-Suggs
Rosario Ochoa

Ijeoma Uwakwe, Pharm.D
Shannon Drohan, M.D.
Dr. Russell Stone
William T. Bass, IV

Others present:

Teresa Ellen, Cinnamon Narron, Angela Manning, Narshira Vann, Jessica Williams, Ron Hunt and Lynn Barnes.

Welcome

Dr. Scott Dixon, Chairman, called the meeting to order at 6:00pm and welcomed all in attendance.

Approval of Minutes of June 2019 Meeting

The minutes from the June 2019 meeting were accepted without corrections, additions or deletions.

Review and approval of the minutes shall be construed as review/discussion/approval of all items distributed prior to the meeting for consideration and shall be so reflected in the minutes.

Administration

Ms. Cinnamon Narron gave a summary of the 2018-2019 financial report (See Handout). The fund balance as of 6/30/18 was \$2,096,662.17 and the fund balance as of 6/30/19 was \$3,681,126.34. Ms. Narron reported that with the sale of Home Health last year we have netted \$1,561,727 which has been added to the fund balance. From fiscal years 17-18 to 18-19 we have seen a 19% increase in private insurance and fee collections and a 4 % increase in Medicaid collections. Environmental Health has also had a 5% increase in fees from the same fiscal years. Ms. Narron reported we have received various grants from the Health Care Foundation, MDPP, Community Health Grant, AFDO WIC funding and FEMA reimbursement. The agency net for FY 18-19 was \$22,737.17 and no fund balance was used.

Ms. Narron reported on the Eligibility and Fee Policy/Procedure (See Handout) which the board members received a hard copy at the June meeting and a copy was emailed to them prior to the August meeting. It was decided at the June meeting that the Eligibility and Fee Policy/Procedure would be voted on at the August meeting. Ms. Narron went over guidelines and the eligibility requirements. There was no discussion. Dr. Scott asked for a motion to approve the Eligibility and Fee Policy/Procedure and Dr. Shannon Drohan seconded. There was no opposition.

Personal Health

Ms. Narshira Vann, RN, QI Coordinator reported on the Staff Development Policy (See Handout) giving a brief overview of the policy that covers continuing education for staff if the budget allows, monthly staff meetings, performance appraisals and licensure requirements. In addition, Narshira discussed the incentives the county provides to promote employee recruitment and retention. Those incentives include a longevity bonus, a generous County benefits package, and the option of flexible scheduling.

Ms. Vann also went over the Board of Health Tobacco and Tobacco Products use Policy that states the Health Department prohibits tobacco and tobacco product use (including e-cigarettes) for all properties used to conduct public health services (both parking lots of the main building and the Lida Blalock building) and which already included county vehicles but will now include personal vehicles as well.

A survey was posted on social media and that was open to the public and staff. They were also flyers posted throughout the health department encouraging people to participate in the survey. There was a total of 48 that participated in the smoking survey and the majority supported making *all* areas of the health department, including the grassy areas and both parking lots smoke free. Since the survey was done, employees have been compliant. Dr. Scott asked for a motion to approve the Board of Health Tobacco and Tobacco Products policy as submitted. Ms. Linda Cooper-Suggs made a motion to approve the BOH Tobacco and Tobacco Products policy and Dr. Shannon Drohann seconded. There was no opposition.

Environmental Health

Ms. Angela Manning, Environmental Health Supervisor discussed 2 bills that were passed in July and are now currently law regarding On-Site Waste Water. House Bill 761 has been added to a financial bill which allows a local soil Scientist to provide a written report to a local health department for the health department to issue a permit based on the work of the local Soil Scientist. It also is included in the bill that the Department of Health and Human Services and local health departments shall have no liability for wastewater system failures that are a direct result of certain evaluations conducted by local Soil Scientist and licensed geologist.

Ms. Manning discussed House Bill 268 which is an act to disapprove certain wastewater treatment and dispersal rules adopted by the NC Commission for Public Health, to create a task force to recommend new wastewater treatment and dispersal rules, to create standards for an on-site wastewater evaluator: and to make technical corrections. Ms. Manning reported Wilson County does not have the heavy development that other counties around us have. Ms. Manning said they will wait and see how this new law impacts Wilson County and the actual recruitment and retention of staff.

Ms. Ellen reported the board will be kept updated and let them know how it would be affecting us.

Health Director's Report

Ms. Teresa Ellen, Health Director reported on the 2019-2020 Strategic Plan (See Handout). This has been worked on since February with Ron Hunt, Assistant County Manager facilitating the process and it was much appreciated. Ms. Ellen reported there was a team of staff with representatives from each of our sections. Ms. Ellen shared the new mission statement which is ***"To improve health, prevent disease, protect against exposure to environmental hazards and promote health equity for all"***. **The vision is *"Partnering to build a healthier community"***.

The Strategic Plan includes the top 3 health priorities selected from the Community Health Needs Assessment which are; obesity, fitness/nutrition and mental health (including alcohol and substance misuse). Ms. Ellen reported also included in the plan are the strengths, weaknesses, opportunities and threats along with goals. The board members discussed several of the goals. Dr. Dixon asked for a motion to approve the Strategic Plan as presented. Mr. Bill Blackman made a motion to accept the Strategic Plan as presented and Ms. Rosario Ochoa seconded. There was no opposition.

Ms. Ellen discussed the BOH Operating Procedures (See Handout). There were two items added which is on Page 4. The first stating all BOH members will receive orientation within the first year of appointment and the second stating BOH Members will receive ongoing training at least once during a 4-year accreditation cycle relating to their authorities and responsibilities. There was no discussion. Dr. Dixon asked for a motion to accept the BOH Operating Procedures. Dr. Shannon Drohan made a motion to accept the BOH Operating Procedures and Ms. Linda Cooper-Suggs seconded. There was no opposition. (The BOH Handbook will be reviewed and approved in October).

Ms. Ellen reviewed last year's flu season stating that 1,597 vaccines were given which was a little less than the previous year. Two flu deaths were reported in 2018-2019 season in Wilson County. Both were suffering from other illnesses with the latest death occurring in June. North Carolina reported 208 deaths in 2018-2019 and 391 deaths in 2017-2018. Ms. Ellen reported that according to the CDC this past flu season was the longest in a decade. She also reported on the current flu vaccine and the types of flu virus that it contains. She stated that Australia that has opposite seasons from the USA is currently experiencing a very busy flu season. Ms. Ellen reported that the flu vaccine will be available free of charge to the board members at the October meeting.

Old Business

None

New Business

None

Member Comments

None

Chairperson's Report

Dr. Dixon reported he did not have a report but did make a motion to go in to closed session as pursuant to GS 143-318.11 to discuss the Health Director's evaluation and Bill Blackman seconded. There was no opposition.

Mr. Bill Blackman made a motion to come out of closed session and Mr. Bill Bass seconded. There was no opposition.

Public Comments

None

Adjournment- Meeting was adjourned at 7:15 PM.

Respectfully submitted,



Teresa C. Ellen, Secretary
Wilson County Board of Health

TCE/lmb