

**WILSON COUNTY BOARD OF HEALTH
MINUTES**

December 13, 2022

The Wilson County Board of Health held a regular meeting on Tuesday, December 13, 2022 in the Conference Room at the Wilson County Health Department. Members present were:

Scott Dixon, D.D.S.

Shannon Drohan, M.D.

Catherine Melin

William T. Bass

Matthew Aldrich O.D.

Ariel Fulghum D.V.M

Linda Cooper-Suggs

Others present:

Teresa Ellen, Cinnamon Narron, Jennifer Dixon, DeEtt Taylor, Celita Graham, Anna Bass, Olivia Neeley

Welcome

Dr. Scott Dixon, called the meeting to order at 6:04pm and welcomed all in attendance.

Approval of Minutes of October 2022 Meeting

The minutes from the October 2022, meeting was accepted without corrections, additions, or deletions. Motion to accept was made by Bill Bass and seconded by Linda Cooper-Suggs. The motion carried unanimously.

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 an update of her finance report. July 1,2022 through November 30th, 2022. (See Attachment) All programs look financially well. Revenues, fees, Medicare, and private insurance is up. The only program in the red is Primary Care. As authorized by North Carolina General Statute Chapter 105A, The Setoff Debt Collection Act, and Fee Eligibility Policy allows the Health Department to collect outstanding debts \$50.00 dollars or greater. At the end of the year any patient meeting the criteria will receive a letter at the end of the year reminding them of their outstanding balance. If no response or payment is made within 30 days, the debt will be submitted to Debt Set-Off. 147 patients have an outstanding balance of \$28,757.92. A balance that accrued 2019 to December 2022.

Dr. Dixon asked for a motion to approve the Health Department Debt Setoff Process as described by Ms. Narron. Dr. Drohan made a motion to approve the Debt Setoff and Bill Bass Seconded. There was no opposition, and the motion was approved.

The Health Department had an administrative audit September 2022 which went very well. Patients without insurance and may qualify for Medicaid can go to the in-house Health Department Medicaid worker. The state administrative consultant suggested that the Health Department add the following statement to policy. "Any person requesting services refer to assistance of Medicaid".

Dr. Dixon asked for a motion to approve a statement policy change for Medicaid sign up assistance. Bill Bass made a motion to approve the Medicaid policy change and Catherine Melin seconded. There was no opposition, and the motion was approved.

Personal Health

Ms. Anna Bass Communicable Disease Nurse gave her Annual Communicable Disease Report for 2022. (See Attachment)

Environmental Health

Ms. DeEtt Taylor, Environmental Health Supervisor reported Onsite inspections moving toward 6-8 weeks out, previously 12-18. With the decrease in applications and additional staff working the EH Department should be caught up by spring when applications are expected to increase. Food and lodging are at 100% for the quarter. As of December 1st 2022, Federal dust lead hazard clearance levels were lowered from 40 micrograms per square foot to 10 micrograms per square foot for floors, and 250 micrograms per square foot to 100 micrograms per square foot for windowsills. This will greatly affect our current remediated homes and expect to see a much higher 1st attempt failure rate when testing.

Health Education

Ms. Celita Graham, Communications Manager and Health Education Supervisor reported the Community Health Assessment 2022 is nearly completed. The BOH members received an electronic and physical copy of the assessment. A consensus and vote from the Board of Health Members is needed to approve the Community Health Needs Assessment for accreditation. The report will also be reviewed by the Hospital Board and the Health Care Foundation Board which it needs approval for their IRS statements. The Health Department, Hospital Board, and Health Care Foundation are working together to better serve the community. Once completed the next phase is the Community Health Improvement Plan in partnership with Wilson Ford, and different organizations apart of the Wilson Wellness collaborative. The health disparities that Wilson County has are Mental Health, Diabetes, and Substance Misuse.

Dr. Dixon asked for a motion to approve the Community Health Needs Assessment for accreditation. Ms Cooper-Suggs made a motion to approve and Dr. Drohan seconded. There was no opposition, and the motion was approved unanimously.

Health Director's Report

Ms. Teresa Ellen, Health Director reported that Covid wastewater level tests give a better indication of the Covid positive population due to at home tests. Numbers have slightly increased since early November possibly due to the Thanksgiving Holiday. 33, and 37 reported Covid Tests were reported in the last two weeks. Prior to that that there were 12 reported Covid tests. They expected to see a slight increase in positive cases because of Thanksgiving and Christmas. According to the CDC we remain in a low transmission. NC State doesn't report every positive Flu case. As of December 3rd, 2022 the CDC reported 3.8% of Emergency Room visits were for Flu like illness. In 2021 it was 2.2% and in 2020 it was 1.4%. The County has completed the salary study which was a market comparison in relation to surrounding counties. The number of years of service in the employee's current position was also taken into consideration. The goal is for HD employees to be at midpoint by their 9th year of service. Ms. Teresa and Ms. Narron has spoken with every employee at the Health Department to discuss the outcome of the salary study individually. Most positions increased by one or two grades. A few positions remained unchanged.

The Ribbon Cutting ceremony for the new WASH location at Fike High School is December 21, 2022 at 10 am, and the BOH members are welcome to attend. The Health Department hopes to start seeing patients at Fike after the Christmas holiday. Ms. Valerie Bulluck, Director of Nursing, has retired.

Old Business

None

New Business

Ms. Ellen proposed a new Board of Health meeting schedule.

Dr. Dixon asked for a motion to approve the new BOH meeting schedule. Dr Drohan made a motion to approve the new BOH meeting schedule and Catherine Melin seconded. There was no opposition, and the motion was approved.

The next BOH meeting will be January 10th, 2023, followed by March 8th to discuss the budget, May 9th, July 11th, September 12th, and November 14th.

BOH Chairman Dr. Scott Dixon, Dr. Stahl, and Bill Blackman were apart of the committee to hire a new Wilson County Health Director after Ms. Teresa Ellen announced her retirement. The Opening was posted for the entire month of October. Twenty applications were submitted, and the committee narrowed it down to three for interviews. It was unanimous that the position be offered to Ms. Cinnamon Narron.

Dr. Dixon asked the Board of Health members if they are in favor of accepting the recommendation of the committee to hire Ms. Narron as the new Wilson County Health Director. There was no opposition, and the motion was approved.

Ms. Narron was appointed the new Wilson County Health Department Director.

Member Comments

None

Chairperson's Report

None

Public Comments

None

Adjournment- Meeting was adjourned at 6:34 PM.

Respectfully submitted,

Cinnamon Narron, Secretary
Wilson County Board of Health

CHN/jc