

WILSON COUNTY BOARD OF HEALTH MINUTES

March 14, 2023

The Wilson County Board of Health held a regular meeting on Tuesday, March 14th, 2023 in the Board Room at the Wilson County Health Department. Members present were:

Scott Dixon, D.D.S.
Ariel Fulghum
William T Bass

Linda Cooper- Suggs
Rosario Ochoa
Ijeoma Uwakwe

Others present:

Cinnamon Narron, Jennifer Dixon, DeEtt Taylor, Shereen Mitchell, Celita Graham,

Welcome

Dr. Scott Dixon called the meeting to order at 6:05pm and welcomed all in attendance.

Approval of Minutes of January 10th, 2023 Meeting

Dr. Scott Dixon took a moment to honor and remember board member Bill Blackman who recently passed away.

The minutes from the January 2023 meeting were accepted without corrections, additions, or deletions. Motion to accept was made by Linda Cooper-Suggs and seconded by Rosario Ochoa. 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 the finance report for the first half of the year. July 1st through December in which every program is in the black. The Managed Care Program started July 2021, and is currently in its second year. Managed Care payments came late. The first payment was received February 2022. The Health Department expects to see a final reconciliation for the fiscal year. For each quarter the AUBP payments have increased. The Medicaid and Managed Care programs are looking positive. The Health Department still receives its traditional Medicaid Cost Settlement.

Personal Health

Ms. Jennifer Dixon, Director of Nursing reported that the Family Nurse Practitioner has resigned and will work till the end of March. The Health Department currently has two vacant Public Health Nurse positions. The Preparedness Coordinator has been promoted to Nurse Supervisor. Covid-19 vaccine appointments are still available. Patients scheduling Covid-19 vaccinations have decreased. Wilson County is in the green per CDC for community transmission. The positivity rate is 6.5%, down from 13% at the end of February. Public Health Emergency will end in May. The State is still in the process of discussing with the CDC how community transmission levels will be determined and if there will be any changes in reporting Covid disease and deaths.

Ms. Shereen Mitchell, Quality Improvement and Accreditation Coordinator reported that the Health Department is working with a company called TEGO on a HIPAA Self Risk Assessment. The purpose is to evaluate our process as an agency to ensure we have taken measures to decrease the risk of a HIPAA

breach. Working with TEGO will help strengthen our commitment to comply with HIPAA regulations. The Self Risk Assessment is a two-part process. Phase one is uploading data requested by TEGO policies, procedures, etc. Phase two is an on-site visit by TEGO to do “In Person” monitoring of our daily activities looking for potential breaches. The Health Department staff were not given a date for TEGO in person visit. The Americans Disability Act (ADA) will be at the Health Department for a site visit. The ADA visit is part of accreditation readiness. The ADA will evaluate our facility and inform us of any potential changes needed to be compliant with the Americans with Disabilities Act. A follow-up visit will be contingent with the findings of the initial visit.

Environmental Health

Ms. DeEtt Taylor, Environmental Health Supervisor reported all Environmental Health staff are authorized. The food and lodging program specialist position is still vacant. Permits are 8 weeks out but still progressing. Over half of incoming applications are for repairs which only Senior Specialists can do. Regional staff are down 2 positions, and one Specialist covers the entire East Coast. The Specialist works on a designated priority list. The 2021-2022 Fiscal year Food and Lodging was 89% compliance. Two of the Three Environmental Health staff were not fully authorized until April and July of 2022. Food and lodging are currently tracking 100% compliance.

Health Education

Ms. Celita Graham, Communications Manager and Health Education Supervisor reported that the Community Health Needs Assessment was submitted to the State March 6th, 2023. The next step is to complete the Community Health Improvement Plan (CHIP). The Health Department is working with Wilson Forward to help include the entire community. The Health Education Department is a vital partner of the Naloxone training program working with local agencies and organizations across the country. The Wilson Times and WRAL covered a story in November where a patron at the main library overdosed. Thankfully the library staff had the nasal spray Naloxone and were able to administer and reverse the overdose before EMS arrived on the scene. The Health Department is currently working with Wilson County Schools to get staff trained in administering Naloxone. Substance misuse was an assessment priority in 2019 and is still one of the top 3 priorities listed in the 2022 assessment.

Now that the Community Health Needs Assessment is completed, the Health Department is responsible for creating the agency strategic plan. The Community Health Needs Assessment is a part of the Health Department Accreditation process. During the process program supervisors and coordinators come together to update our mission and vision statement for the next 3 years as well as update our strengths, weaknesses, opportunities, and threats. From there we will strategically work on our goals, objectives, and strategies for measuring those goals and objectives. If anyone would like to join in on this process, we would like your input. Currently there is one Health Educator vacancy position available.

Health Director’s Report

Ms. Cinnamon Narron, Health Director reported The First week of April is National Public Health Week and is meant to celebrate the staff and all the hard work we do every day. In January the Health Department applied to The Duke Endowment Foundation for a grant to go towards the Dental Department. Initial grant funding was approved and will help grow the Dental program. The Health Department budget has increased from last year. County Funds have also increased. After last year’s budget the Health Department received almost one million dollars in additional Covid state funds. Some of the fund money is still available. Covid emergency declaration funds end in May. Most of the unspent funds of the \$878,000 Covid state fund dollars will be available to use next year. The funds will help the Health Department transition post Covid once the State of Emergency is over. Ms. Narron presented the budget (See Attachment) Personnel costs has increased the budget due to the salary study conducted in

2022. The personnel budget has increased 10% over the last year. Business expenditures remain the same. Currently the Health Department operates 4 Wash Clinics and is fully staffed. The staff consists of permanent, contract, and 10-month work positions. Ms. Narron asked for a reclassification in the Administration Department for the Accounting Specialist to be reclassified to Administrative Officer. Last year the Health Department had a total of 88 employees, and this year there are 92 permanent employee positions.

Ms. DeEtt Taylor presented the 2023-2024 Environmental Health Fee Schedule (See Attachment). Ms. Taylor requested a fee schedule change for Display Spa Permit, and Temporary Tattoo Artist permit. The Display Spa Permit will be valid for a year, and the Temporary Tattoo Artist permit will be valid for 14 days. After reviewing the Dental Fee schedule there will be no changes made for the fiscal year. Family Planning services are based on income for patients without insurance.

Dr. Dixon asked for a motion to approve the Health Department proposed Fee Schedule and Budget as submitted. Ms. Rosario Ochoa made a motion to accept the fee schedule and budget, and Ms. Linda Cooper-Suggs seconded. There was no opposition, and the motion was approved.

Care 4 Carolina is a nonprofit advocacy that works on closing the coverage gap of insurance costs. Medicaid expansion plans have passed both houses. Care 4 Carolina reached out to the Health Department to pass a resolution in support of Medicaid expansion. Closing the coverage gap would expand access to affordable care and approximately 6,379 people in Wilson County would gain access to coverage. Ms. Narron asked the Board of Health members for a resolution in support of closing North Carolina's Health Insurance Gap with Medicaid expansion.

Dr. Dixon asked for a motion to approve the Resolution in support of closing North Carolina's Health Insurance Gap with Medicaid Expansion. Ms. Ijeoma Uwakwe made a motion to accept the Wilson County Board of Health Resolution in support of Closing North Carolina's Health Insurance Gap with Medicaid Expansion. Ms. Linda Cooper-Suggs seconded. There was no opposition, and the motion was approved.

\$28,757.92 was eligible to be submitted to patients past due on bills as part of the Debt Setoff program. The Debt setoff letter was mailed December 2022, and the Health Department has collected \$17,346.25.

Old Business

None

New Business

None

Member Comments

None

Chairperson's Report

None

Public Comments

None

Adjournment- Meeting was adjourned at 6:48 PM.

Respectfully submitted,

Cinnamon Narron, Secretary
Wilson County Board of Health

CN/JNC