

CUMBERLAND COUNTY BOARD OF HEALTH  
JUNE 18, 2019 – 6:02p.m.  
1235 RAMSEY STREET, THIRD FLOOR BOARD ROOM  
REGULAR MEETING

MEMBERS PRESENT: Dr. Connette McMahon, Chair  
Dr. William Philbrick, Optometrist  
Dr. Jeannette Council, Commissioner (Departed at 6:57pm)  
Dr. Cynthia McArthur-Kearney, Registered Nurse  
Dr. Kingsley Momodu, Dentist  
Dr. Kent Dean, Veterinarian  
Mr. John Larch III, Professional Engineer  
Ms. Sonja Council, Public Representative

ABSENT: Dr. Sam Fleishman, Vice Chair  
Dr. Olusola Ojo, Pharmacist  
Mrs. Stacy Cox, Public Representative

STAFF PRESENT: Duane Holder, Assistant County Manager/Interim Health Director  
Rod Jenkins, Deputy Health Director  
Dr. Lori Haigler, Interim Medical Director  
Dr. Krystle Vinson, Director of Nursing  
Trey Wright III, Local Public Health Administrator  
Candice York, Finance Officer  
Ashley Yun, Administrative Assistant to the Health Director  
Sang Nguyen, Software Support Analyst

**WELCOME, INTRODUCTIONS AND MOMENT OF SILENCE**

Dr. Connette McMahon welcomed all guests and called the meeting to order. Introductions were given. A moment of silence was taken.

**ACTION ITEMS**

A. Approval of Agendas

MOTION: Dr. William Philbrick moved to approve the Board of Health regular meeting agenda

SECOND: Dr. Jeanette Council

VOTE: Unanimous (8-0)

B. Approval of May 21, 2019 Regular Meeting Minutes

MOTION: Dr. Jeanette Council moved to approve the minutes.

SECOND: Dr. Kent Dean

VOTE: Unanimous (8-0)

C. Approval of Emergency Action Plan

The emergency action plan has been updated since the last approval. This is the process that the Board goes through annually for accreditation purposes.

- Appendix C – CCDPH Department Emergency Coordinators:  
First Floor: Dental – Billing Manager  
Third Floor: Information Technology – IT Director/Supervisor/designee  
Third Floor: Men’s Restroom – Environment Health

Mr. Larch asked if the Health Department conducts emergency rehearsals periodically. Mr. Wright said yes. We will be doing drills for the safety committee. For example, for fire drills, we will establish the meeting area for each unit, practice communication skills with Emergency Coordinator, and practice using the radio with the designated channel.

MOTION: Dr. William Philbrick moved to approve the Emergency Action Plan  
SECOND: Mr. John Larch III  
VOTE: Unanimous (8-0)

D. Resolution in Support of More Restrictive Zoning Guidelines for Smoke Shops in the City of Fayetteville:

Recently, a news article highlighted a vaping/tobacco shop located right across from Seventy First High School receiving many complaints. The City of Fayetteville has taken that as one of the issues that is related to the change of the zoning regulations. Cumberland County reached out to the City of Fayetteville to land our support in that effort. We will be bringing actual resolution to the Board for the adoption to support more strict zoning regulations. The Planning Department at the City of Fayetteville is taking its time to examine the issue and research other jurisdictions about regulating tobacco shops, particularly near schools. We have already attended one meeting and will be involved in that process. The Board members viewed two news videos, and the links are attached below.

<https://www.cbs17.com/news/local-news/cumberland-county-news/fayetteville-leaders-consider-restrictions-on-vape-tobacco-shops-near-schools/>

<https://www.cnn.com/videos/health/2019/05/28/north-carolina-sues-vaping-giant-juul-gupta-dnt-newday-vpx.cnn>

This is in harmony with the Board of Health goals for this year. **The resolution will be sent out to the Board to provide feedback.** No motion/action needed.

**INFORMATIONAL/DISCUSSION ITEMS**

A. Public Comments:

Dr. McMahon opened the floor for public comments at 6:16 p.m. There being no public comments registered, Dr. McMahon closed the floor for public comments at 6:16 p.m.

B. FY 19-20 Annual Goals:

The Board of Health reviewed updated FY20 Board of Health Goals.

Overall Health Department Promotion:

- By June 30<sup>th</sup> 2020, CCDPH will have produced at least four “Health Talks” or Community Forums that provide information in a forum-style setting about community health issues in Cumberland County.
- By June 30<sup>th</sup> 2020, CCDPH will have created a marketing plan that highlights/provides information on CCDPH programs and services
- By June 30, 2020, CCDPH will have recruited members to create the “Friends of the Health Department” Committee.

Improve Oral Health:

- By September 30<sup>th</sup>, CCDPH will have nominated one staff member to participate in the Nursing Home Advisory Board.
- By June 30<sup>th</sup>, 2020, CCDPH will present to all attending Nursing Home Facilities the importance of Oral Health during the June Preparedness Meeting.
- By June 30<sup>th</sup> 2020, CCDPH will have attended at least two Regional Oral Health Collaborative events
- By June 30<sup>th</sup> 2020, CCDPH will provide “oral health/hygiene promotion kits” to ten Nursing Home Facilities and/or 150 Nursing Home Patients.
- By March 1<sup>st</sup> 2020, CCDPH will have completed a media campaign to promote oral health during February, which is designated as Oral Health Awareness Month.

Sexually Transmitted Infections and Teen Pregnancy:

- By June 30<sup>th</sup> 2020, CCDPH will have implemented a media campaign to provide information on STI prevention and screening.
- By June 30<sup>th</sup> 2020, CCDPH will have worked with the Fayetteville Cumberland Youth Council (FCYC) and the Teen Task Force to identify effective methods to reach out to the youth on STI prevention.
- By June 30<sup>th</sup> 2020, CCDPH will provide outreach to 1000 students in out-of-school settings. Outreach includes contraception education and abstinence education and will be all-inclusive.
- By June 30<sup>th</sup> 2020, CCDPH will have implemented at least two “Real Talk for Parents” events that provide caregivers with information on sexual health, contraception, facts/myths, and communication tools for discussing good reproductive health.

Vaping:

- By June 30<sup>th</sup> 2020, CCDPH will have produced marketing materials that provide education on the dangers of Vape and E-Cigarette products.

- By June 30<sup>th</sup> 2020, CCDPH will have provided a position statement urging all nine local townships and municipalities to consider tobacco-free policies and zones to not allow smoke shops with X feet from school settings.

Opioid:

- By June 30<sup>th</sup> 2020, CCDPH will have acquire a drug drop-off box and become a Pill Disposal Site, where citizens can drop off unused medication for disposal
- By June 30<sup>th</sup> 2020, CCDPH will have provided 200 pill disposal bags to clients that will be utilized by CCDPH services.
- By June 30<sup>th</sup> 2020, CCDPH will have participated in at least two drug take back events and community outreach efforts.

**Dr. McMahon asked to include the Real Talk event with the school system under the STI/Teen Pregnancy goal.**

For the Board members' consideration, we seek Board members' approval on FY 19-20 Board of Health goals and objective.

MOTION: Dr. Cynthia McArthur-Kearney moved to approve the FY19-20 Board of Health goals  
SECOND: Mr. John Larch III  
VOTE: Unanimous (8-0)

Dr. Momodu asked about the measurement of juvenile tobacco control. For example, setting the radius and quantity to install vape/tobacco shops from the school area, etc. Mr. Holder said that's part of reason why we haven't finalized our resolution because we are still researching. However, Ms. Ashley Curtice, Region 6 Tobacco Control Manager, has provided some guidance.

Dr. Philbrick said we need help from the community, like churches, to educate family members as well regarding the concentration of nicotine in vape and other health issues.

C. Health Director Update:

The search committee met at the Health Department on June 6, 2019 to review a total of 20 applications, including three applicants from the last application processing. As a reminder, the vacancy notice was closed for a couple of months due to the lack of interviewees, but the position was re-opened in May 2019. Half of those new applicants will be interviewed via phone and will have a second screening on June 25, 2019. The Assessment Center is scheduled for July 25 and 26, 2019.

D. FY 19-20 Budget Update:

The FY 19-20 budget was adopted by Board of County Commissioners. Mrs. York gave an update on the approved budget.

County Overview:

- Adopted budget includes no property tax increase

- Cost of Living Adjustment- 2%
- Increase 401k contribution to 2% from 1%
- Market adjustments (adjusted seven (7) classifications this year)
- Tuition assistance (first come, first served, \$500/year)
- Work options (flexible work schedule)
- County Manager and commissioners in this year’s budget to focus on recruitment and retention. The county has experienced high levels of turnover; a high turnover rate of 20% overall, compared to Hanover, Durham, Guilford Counties (approximately 12%).

Health Department:

- Expenditures - \$20,280,623
  - ✓ Salary/Fringes- \$15,965,197
  - ✓ Operating- \$3,815,426
  - ✓ Building Debt- \$500,000
- Revenue - \$20,280,623
  - ✓ County Funding- \$9,634,812
  - ✓ State/Federal- \$4,976,265
  - ✓ Medicaid- \$2,893,660
  - ✓ Fees- \$1,322,916
  - ✓ Grants- \$1,089,003
  - ✓ Fund Balance- \$363,967

- Personnel:

	Requested	Adopted
Department	Qty	Qty
<b>Environmental Health</b>		
Environmental health Specialist	2	1
<b>Health Education</b>		
Public Health Educator I	1	0
<b>School Health</b>		
Public Health Nurse III	2	0
Public Health Nurse II	6	3
<b>Total</b>	11	4

- Fee Schedule Changes:

Service	Current	Approved
<b>Clinical</b>		
Admin Fee Oral	\$20	\$21
Admin Fee Intranasal	\$20	\$21
Varicella	\$120	\$130
Evoked Optoacoustic Emissions	\$35	\$70

STD/TB Treatment	\$20	\$56
Spirometry	\$20	\$26
<b>Environmental Health</b>		
Call Back Fee – Pool	\$25	\$75

- Maintenance/Technology:
  - ✓ Requests included in the FY20 Budget
    - ✚ Lab Doors- \$8,000
    - ✚ Access and Camera System- \$95,000
    - ✚ Building/Window Cleaning- \$7,800
    - ✚ New Electronic Health Record System- \$400,000

Dr. Philbrick asked about the status of the new Medicaid budget. Mrs. York said we do not go live with Medicaid Transformation until February 2020 and are still researching. We received some contracts, and they are under legal review with the county legal office. More detailed information to be determined.

E. Financial Reports:

Board members received the following financial reports:

- The accounts receivable by program are broken down by clinic and payer source.
- Aging report by private/self-pay patients for 180 days or a year over.
- The Statement of Revenue and Expenditures (Profit and Loss) as of May 31, 2019. The excess of revenue over the expenditures is \$650,207.91. These funds consist of Medicaid Cost Settlement funds and Pregnancy Care Management/Care Coordination for Children revenue.
- The statement of expenditures by program as of May 31, 2019. We are spending 80.46% of our budget.
- Revenue by Source reports by state and federal allocations, grants, Medicaid, fees, fund balance, county funds allocated, and total earned.

F. Friends of the Health Department Committee Update:

The first meeting is scheduled on June 21, 2019 at 1:00pm in the Health Department, and anyone who is interested is welcome to attend.

G. Director’s Report:

A. Medicaid Transformation Update:

We have been working with the county legal department on the contracts that we have received. We are trying to determine whether they feel they have the expertise to get into the contracts with the PHPs or if we need outsourcing. We have received three out of five of the PHP contracts at this moment.

B. Medical Director Recruitment Update:

We have selected a candidate; currently in process of background checking and negotiating salary settlement. As soon as that is completed, Mr. Holder will send an official notification.

C. Demo/Feedback of New Language Interpreter System:

The Health Department purchased a new language interpreter system (Language Line) implemented at the agency. Mrs. York demonstrated the new language interpreter system and passed around the language chart showing languages offered for interpreting. Currently, we have six units and will purchase extra equipment under grants for shelter response. We have six full-time language interpreters (all Spanish interpreters) on site; however, the equipment is useful for other languages, staff shortages, and/or high volume of clients.

*Dr. Council departed at 6:57pm.*

D. Monthly Health Department Clinics Reports:

The most up-to-date clinic reports were provided to the Board members.

E. Upcoming Events:

- CCDPH Quarterly All-Staff Meeting on August 30, 2019 at 3:30pm in the third floor Auditorium
- The NC Public Health Association Fall Educational Conference on September 25-27, 2019 at Greensboro, North Carolina
- NC Pre-K Registration on June 29, 2019 from 10:00am to 2:00pm
- Mr. Jenkins followed up on Gen-X testing conducted by East Carolina University, NC State, and Cape Fear River Watch. We were mandated to convene the Scientific Logical. That Board consists of local/surrounding counties, including Cumberland, Bladen, and Robeson Counties. They also want to have scientific subject matter experts from Methodist University and Fayetteville State University. We are set to convene the next science Logical for our region on Thursday, June 26, 2019 in the third floor Board room from 6pm – 8pm. Letters are being sent out to interested participants for the blood test. The Advisory Board is being formed through NC State as a part of this project, and we are accommodating the use of the facility only.
- Mr. Wright III, Public Health Administrator, is taking a career opportunity as Deputy Health Director at Nash County Health Department, and his last day at the CCDPH is June 28, 2019.
- Ms. Yun, Administrative Assistant to the Health Director, is also moving to a new career opportunity with the City of Fayetteville as an Engineering Technician, and her last day at the CCDPH is July 12, 2019.

H. Membership Roster/Attendance Roster:

Dr. McMahon reviewed the membership roster and the attendance report for 2019.

I. Board Comments:

As a reminder, the Board of Health will not meet in July due to the National Association of County and City Health Officials (NACCHO) Conference. The next regular meeting is Tuesday, August 20, 2019 at 6 p.m.

ADJOURNMENT

MOTION: Dr. William Philbrick moved to adjourn.  
SECOND: Dr. Kingsley Momodu  
VOTE: Unanimous (7-0)

The meeting was adjourned at 7:12 p.m.

\_\_\_\_\_  
Duane Holder, Interim Health Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Dr. Connette McMahon, Chair

\_\_\_\_\_  
Date