

CUMBERLAND COUNTY BOARD OF HEALTH
DECEMBER 18, 2018 – 6:00p.m.
1235 RAMSEY STREET, THIRD FLOOR BOARD ROOM
REGULAR MEETING
MINUTES

MEMBERS PRESENT: Dr. Connette McMahon, Chair
Dr. Jeannette Council, Commissioner
Dr. Heather Burkhardt, Veterinarian
Dr. Sam Fleishman, Physician (Arrived at 6:25pm)
Mr. John Larch, Professional Engineer
Ms. Sonja Council, Nurse (Arrived at 6:08pm)

MEMBERS ABSENT: Dr. William Philbrick, Optometrist
Dr. Vikki Andrews, Public Representative, Vice Chair
Dr. Oliver Hodge, Dentist

STAFF PRESENT: Duane Holder, Assistant County Manager/Interim Health Director
Rod Jenkins, Deputy Health Director
Candice York, Finance Officer
Dr. Krystle Vinson, Director of Nursing
Heather Salisbury, Epidemiology Clinic Coordinator
Ashley Curtice, Region 6 Tobacco Control Manager
Ashley Yun, Administrative Assistant to the Health Director
Sang Nguyen, Software Support Analyst
Trey Wright, Public Health Administrator I
Adrian Jones, Environmental Health Director
Stepheria Nicholson, Health Education Supervisor
Joe Hutchinson, Health Education Intern
Asya Atkins, Nursing Supervisor I

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.

Due to the lack of quorum at the moment, the meeting started with information items.

INFORMATIONAL/DISCUSSION ITEMS

A. Public Comment:

Dr. McMahon opened the floor for public comments at 6:03 p.m. There being no public comments registered, Dr. McMahon closed the floor for public comments at 6:03 p.m.

B. New and Emerging Tobacco Products and Updates:

Ms. Ashley Curtice presented new and emerging tobacco products and gave an updates of tobacco prevention strategies. She passed around the hard copy of infographics detailing the tobacco use in Cumberland County created by state. She also passed around a sample of the most recent e-cigarette devices. The Power Point presentation is available by request to Ms. Ashley Yun. The Board of Health watched the video of e-cigarette explosion at the courthouse. The government buildings, vehicles, grounds and parks, or public places in the Cumberland County are smoke-free, not tobacco-free, so this includes e-cigarettes. She recommended the board members to pass the word of health rules on tobacco control or health-related issues within the county as a BOH.

Ms. Sonja Council arrived at 6:08pm.

Tobacco use is the leading causes of death for Cumberland County region. By statistics, 8% of new mothers who smoked while pregnant can increase the risk of babies being born too small, too soon, with asthma, and/or with other problems. Tobacco use increases employee absenteeism and health care costs. Detailed information can be found on www.quitlinenc.com.

Fort Bragg is smoke-free with the exception of civilian workers by union, and the military base is not able to be fully tobacco-free. However, they are considering adding tobacco-free into the wellness of the base initiative. Two years ago, the Board of Health recommended a smoke-free environment, including e-cigarettes, in the county to the Board of County Commissioner and received denial.

Tobacco products are being sold overseas, and the smoke-free policy doesn't affect the farmers.

C. Board of Health Goals Update:

Mr. Duane Holder gave an update on the status of BOH goals.

- School health nurses: completed the goal. We hired 7 extra nurses for a total of 33 nurses. This goal will be ongoing until we meet the nurse-to-student ratio.
- Transparency (Staff to Board of Health and Board of Health to community) & Branding HD (telling our story, impact, etc.): continue to be posted in the BOH agenda and minutes on the website, as well as press releases. Recently explored posting the county and public health info on Facebook and will maximize exposing the public info to the social media platform
- Chronic disease management: in conjunction with Stedman-Wade, we have initiated referral from the Adult Primary Clinic to the in-house registered dietitian to assist with diabetes management.
- Integration of community health: continuing to work as a member of the county's next-generation healthcare sector partnership, which is a countywide collaborative of healthcare agencies looking towards improving the health of Cumberland County as part of the healthcare integration workgroup. The workgroup drafted a letter to the NC Medical Board trying to request an inventory of providers in Cumberland County. We are looking at issuing a survey for their hours of operation, accessibility, and capacity as well.
- Teen pregnancies & STIs: recently hired a new STD nurse at the clinic. Previously, we conducted a Real Talk event; however, it was canceled this year due to budgeting. We hope to conduct the Real Talk event next year in conjunction with the County School System.
- Opioids: continue to work with Cumberland-Fayetteville Opioid Response Team (C-FORT). We are going to be working through our Health Education division, which will be assisting with some funding towards marketing. More updates are coming the beginning of next year.

Dr. Sam Fleishman arrived at 6:25pm.

Due to the quorum met, the board members approved the action items.

ACTION ITEMS

A. Approval of Agendas

- MOTION: Dr. Jeanette Council moved to approve the Board of Health regular meeting agenda
SECOND: Dr. Heather Burkhardt
VOTE: Unanimous (6-0)

B. Approval of November 20, 2018 Regular Meeting Minutes

- MOTION: Mr. John Larch moved to approve the minutes.
SECOND: Dr. Jeanette Council
VOTE: Unanimous (6-0)

INFORMATIONAL/DISCUSSION ITEMS

D. Health Director Search Update:

December 12, 2018—the Health Director Search Committee and Development Associates (DA) met for the first screening. DA received a total of 30 applications and selected the top 12 minimally qualified candidates based on degrees, experience, current leadership in Public Health arena, and population size they managed. They covered the responsibilities and leadership points, budget experiences, etc. The committee and Mrs. Heather Lee from DA reviewed 12 individual applications. The second screening is scheduled for January 8, 2019 to review the applications. We will select 4-5 top candidates to invite to the assessment center.

The assessments are scheduled for February 14 and 15, and a diverse group of expert community partners have been requested as assessors. The assessment center includes a written exercise, a role-play scenario, a presentation, and a panel interview that applicants undergo. The board members recommended the community partners as below.

- University (Campbell University, Methodist University)
- Hospital aspect (Cape Fear Valley, VA, Womack)
- Legal aspect (Sheriff, District Judge). Dr. Council will ask Judge Steel for his availability.
- School System, DSS, other county Health Director
- Stedman-Wade, Cumberland HealthNet, Better Health

E. Financial Reports:

Mrs. York presented on the following financial reports:

- Aging report by program.
- The accounts receivable by program are broken down by payer source.
- The Statement of Revenue and Expenditures (Profit and Loss) as of November 30, 2018. The excess of revenue over the expenditures is \$958,830.66.
- The statement of expenditures by program as of November 30, 2018. We should be at 100% by the end of month but are currently at 45.6%.

- Revenue by Source reports by state and federal allocations, grants, Medicaid, fees, fund balance and county funds allocated, and total earned. It would be 40.5% overall if 100% earned.

She explained about TB fee and NACCHO.

F. TB Audit Report:

Ms. Heather Salisbury briefly reviewed the TB audit report. Each year, the Communicable Disease Division goes through the audit with the State. On November 27, 2018, the NC Department of Health and Human Services (NCDHHS) completed the annual assessment of Cumberland County's tuberculosis control activities. The review process covered tuberculosis (TB) cases, contact investigations, targeted testing data, and completion of treatment of latent TB infection (LTBI) data for the calendar year 2017, along with the current TB caseload. We had two HIV-positive patients that are on-treatment for at least 6 months. There were eight cases of active TB reported in Cumberland County in 2017. Cumberland County did well meeting the NCDHHS targets for service delivery.

Ms. Salisbury briefly shared about the challenge of the TB test and treatment with HIV patients. The TB patient must be in daily treatment for nine months. We must see the patient everyday either by visiting the patient at home or the patient visiting the department.

Most of the refugee population is immigrants from overseas. The initial screening of the HIV test, Hepatitis B serology, TB test by X-ray and blood are requirements for the immigration process. The challenge to search them is that sometimes we need to go out to search and treat them, especially refugee adults.

G. Director's Report:

a. Preparedness Site Visit Follow-Up:

In November's BOH meeting, Mr. Greg Phillips presented on preparedness and mentioned the follow-up report. The NC Office of Public Health Preparedness & Response conducted a monitoring review on November 27, 2018 at the Cumberland County Health Department. During the visit, the state reviewed the required activities, plans, and accounting records for performance and compliance under the Public Health Preparedness & Response Agreement addendum #514 and #613 for the 2016-2017 and 2017-2018 fiscal years.

The Cumberland County Health Department met required reporting activities, including updating and implementing plans, exercises, submitting Expenditure Monitoring Reports (EMRs), Quarterly Narrative Reports, and Corrective Action Plans, if needed. During the site visit, the Cumberland County Health Department was also evaluated on the risk status. Risk status is established after review of documentation, reporting, expenditure monthly reports, and in-person site visits. Cumberland County Health Department's unofficial 18-19 risk status is currently low risk.

b. Triple P Update:

A Positive Parenting Program (Triple P) that Cumberland County was selected to lead as the last region in the state and to implement this evidence-based programming. We have completed the interviews to hire three positions: one manager and three coordinators. In January, the state will kick off the technical assistant as TA standpoint to implement the program in the region (total 18 counties).

c. Baby Store:

The baby store has been in huge demand and a big hit for the expecting mothers that are in our programs and in the community. Due to decreased funding, however, the baby store has been closed and will reopen in May 2019 in conjunction with the Health Department baby shower.

d. Stedman-Wade Extended Dental Clinic Hours:

Previously, the Stedman-Wade Dental Clinic was opened for limited hours: every second and fourth Tuesday from 3 p.m. to 7 p.m. However, they extended hours to be open every Thursday from 7:30 a.m. to 5 p.m. Stedman-Wade is in the process of building a new facility on Murchison Road, and will have dental services as a part of their offerings at that facility. Stedman-Wade hired a new dentist and is extending the hours for the dental services in the Health Department.

e. Status of Board Vacancies/Meet the Applicants:

During the Board of County Commissioners (BOCC) meeting last night, the commissioners nominated a Registered Nurse, Public Representative, and Pharmacist. In two weeks, the BOCC will vote for the appointments for the three individuals.

There was an applicant who attended and briefly introduced himself to the Board members.

- Dr. Kent Dean, Veterinarian

f. Employee New Hires:

Mr. Holder presented a new hire for the months of November.

g. New Leadership Staff Appointments:

The BOH met Mr. Fred Wright (Trey), Public Health Administrator, and Mr. Adrian Jones, Environmental Health Director, and had brief introductions.

H. Upcoming Events:

The PCM/CC4C program in conjunction with the Cumberland County Partnership for Children will be holding a resiliency screening on December 20, 2018 in the Health Department Third Floor Auditorium at 1:30pm.

I. Membership Roster/Attendance Roster:

Dr. McMahon reviewed the membership roster and the attendance report for 2018.

J. Board Comments:

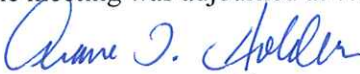
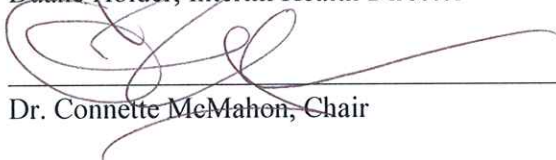
No comments were made.

The Board of Health recognized and presented plaques to two outgoing board members (Dr. Burkhardt/Dr. Hodge) and vice chair (Dr. Andrews) for their service to the Board of Health.

ADJOURNMENT

- MOTION: Ms. Sonja Council moved to adjourn.
- SECOND: Dr. Jeanette Council
- VOTE: Unanimous (6-0)

The meeting was adjourned at 7:18 p.m.

	<u>1-18-19</u>	
Duane Holder, Interim Health Director		Date
	<u>1-15-19</u>	
Dr. Connetta McMahon, Chair		Date