



**HOKE COUNTY**  
**Department of Public Health**

683 East Palmer Road  
Raeford, North Carolina 28376



**Helene Edwards, MS, RD, LDN**  
*Health Director*

**(910) 875-3717**  
**FAX : (910) 875-6351**

**Hoke County Board of Health**  
**Minutes**

**Regular Meeting**  **Special Meeting**  
**January 11, 2016 at 7:00 PM**  
**Conference Room**

**I. Call to Order and Introductions**

The meeting convened at 7:00 PM with Vance McGougan presiding, and Helene Edwards, Secretary. Invocation was given by Vance McGougan, Chair.

<b>Members Present</b>	Suzanne Balfour, Vice Chair, Joyce Beard, Elizabeth Hodgin, Lisa Lewis, Vance McGougan, Chair, Jean Squier, Keith Walters, and Commissioner Robert Wright
<b>Members Absent</b>	Dr. Charles Allen, Joe Alston, and Patricia Crowder
<b>Staff Members Present</b>	Jenny McDuffie and Cindy Morton
<b>Others Present</b>	

**Quorum:** Yes

**II. Approval of Meeting Agenda**

Motion made by Mr. Keith Walters and seconded by Ms. Lisa Lewis to approve the **January 11, 2016** Board of Health meeting agenda. **Motion carried unanimously.**

**III. Approval of Minutes**

Motion made by Ms. Joyce Beard and seconded by Ms. Suzanne Balfour to approve the minutes of the November 9, 2015 regular meeting. **Motion carried unanimously.**

**IV. Public Comments**

- None

**V. Old Business**

## **BOCC meetings**

Helene Edwards, Health Director

- On 12/7/2015, the following agenda item was approved by the Hoke County Commissioners:
  - ❖ The Physician Solutions, Inc. contract was approved. With this contract the Hoke County Health Department will have a medical provider 2-3 days a week.
- On 12/21/2015, the Hoke County Commissioners approved the contract between the Hoke County Health Department and the Hoke County Schools for the School Nurse Funding Initiative for Fiscal Year 2015-2016. The School Nurse Funding Initiative was started 2011 and this contract ensures funding for School Nursing Services at the schools in Hoke County.

## **VI. New Business**

### **Maternal and Child Health Grant (Region 6)**

Helene Edwards, Health Director

- ❖ The North Carolina General Assembly allocated funding to be distributed to the local health departments to implement evidence-based strategies that are proven to lower infant mortality rates, improve birth outcomes, and improves the overall health status of children ages birth to five.
- ❖ This MCH funding requires health departments to work with other counties in order to be considered for funding.
- ❖ Hoke County has partnered with Cumberland, Montgomery, and Richmond to provide these evidence-based strategies.
- ❖ The Maternal and Child Health Action Institute was held on January 6-7, 2016 and Ms. Beth Porreco, BSN, RN represented Hoke County.
- ❖ At the Maternal and Child Health Action Institute, the criteria for the grant were discussed and the infrastructure of the teams was created.
- ❖ The application for the grant will be released in February 2016.
- ❖ The counties, Hoke, Cumberland, Richmond, and Montgomery have decided that a temporary Program Manager is needed to collect the data from all the counties and prepare the grant application.
- ❖ The NC Alliance of Public Health Agencies Inc. is a public health staffing agency who can provide a Program Manager for this project and the counties will be invoiced ¼ of salary and travel expenses.
- ❖ Hoke county was awarded \$20,000.00 from the State for the research, incentives, and writing the grant proposal for the Maternal Child Health Grant.

Motion made by Commissioner Robert Wright and seconded by Ms. Lewis to approve the use of the Maternal Child Health Grant funds to pay ¼ of the salary and travel expenses for a program manager, who will be contracted through the

North Carolina Alliance of Public Health Agencies, Inc. to facilitate the grant writing process for the regional grant. **Motion carried unanimously.**

**Clinical Update**

Cindy Morton, Nursing Director

- Ms. Morton reviewed the monthly clinical data from November and December 2015.
- Some clinical section highlights were as follows:
  - ❖ Two active TB Infection patients diagnosed in Hoke County and they are receiving direct observation therapy of TB medicines twice a week.
  - ❖ In December, there were only three New OB patients enrolled in the clinic and the census for the Maternity Clinic was 63 women.
  - ❖ Dr. Cooper provided 25 OB ultrasounds in November and December 2015.
  - ❖ The statistics for the Medical Nutrition Therapy services were as follows: 16 patients participated in November and December.

**Administrative Update**

Jenny McDuffie, Administrative Officer

The following table summarizes the finances for November and December of 2015:

	November 2015	December 2015
Revenues	70,722.72	69,957.72
Expenditures	216,421.23	273,936.79
State Funds Used	81,641.25	118,278.72
Local Appropriations	62,402.90	89,536.88
Medicaid	38,735.91	24,831.06
Fees	33,641.17	41,290.13
Total ( <i>Expenditures</i> )	216,421.23	273,936.79

- The Hoke County Health Department received **\$35,655.00** which was the 10% retained from the Fiscal Year 2012 Medicaid Cost Settlement.

**Health Director's Update**

Helene Edwards, Health Director

**Medicaid Cost Settlement for Health Departments**

- We are slowly receiving Medicaid Cost Settlement funds.
- The State is negotiating with DMA on the Medicaid Cost Settlement and ways to improve the process in the future.

**Physician Solution Inc.**

- On January 4, 2016, Dr. Connie Locklear-Jones from Physician Solutions Inc. started seeing the Health Department patients on Mondays and Fridays.
- Dr. Jones is a Family Medicine doctor who can see all our patients with no restrictions or barriers.

- Mr. Brown, PA-C will continue to assist the Hoke County Health Department by seeing patients on Tuesdays and as needed.

### **BOH Training**

- On February 16, 2016 at 6:00 PM, Mr. Wayne Raynor, from the Institute of Public Health will provide Board of Health training for new members at the Cumberland County Public Health Center.
- Ms. Jean Squier will be attending the training.

### **Environmental Health**

- The Hoke County Health Department was selected as mentee local health department in the Voluntary National Retail Food Regulatory Program Standards Mentorship Program by NACCHO (National Association of County and City Health Officials).
- The Hoke County Health Department was one of 27 sites selected across the US to collaborate and partner directly with NACCHO through support from the Food and Drug Administration (FDA).
- NACCHO awarded funding in the amount of **\$8,223.77**. This funding is to be used during December 2015-August 31, 2016.

### **Term Expiration of Board of Health Members (2)**

Vance McGougan, Chair

- The Board of Health membership terms for Mr. Vance McGougan and Ms. Lisa Lewis will expire in January 2016.

Motion made by Commissioner Wright and seconded by Mr. Walters to appoint Mr. Vance McGougan to the Board of Health for a third term as the Engineer member.

**Motion carried unanimously.**

Motion made by Commissioner Wright and seconded by Mr. Walters to appoint Ms. Lisa Lewis to the Board of Health for a second term in lieu of the Dentist member. **Motion carried unanimously.**

### **VII. Closed Session**

None

### **VIII. Other Business**

### **IX. Next Meeting Date**

Next regular meeting will be Monday, February 8, 2016 at 7:00 PM.

**X. Adjournment**

- ❖ The meeting ended at 7:34 PM.

Motion made by Mr. Walters and seconded by Ms. Beard to adjourn the Board of Health meeting. **Motion carried unanimously.**

**Respectfully submitted by:**



**Helene Edwards**  
Board of Health Secretary



**Approval Date**