



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**
February 12, 2018 at 7:00 PM
Conference Room

I. Call to Order

The meeting convened at 7:01 PM with Vance McGougan, Chair presiding, and Helene Edwards, Secretary. Invocation was given by Mr. McGougan, Chair.

Members Present	Suzanne Balfour, Vice Chair, James Davis, Kathryn Hosteller, Vance McGougan Chair, Jean Squier, Dr. Mark Thompson, and Commissioner Robert Wright
Members Absent	Elizabeth Hodgin, Gail Lowery, Ellen McNeill, and Keith Walters
Staff Members Present	Ulva Little-Bennett, Isley Cotton, Jeff Eudy, RS, Sonya Fairley, Theresa Lloyd, Jenny McDuffie, Samantha Rosol, and Sherita Sutton
Others Present	Nancy Quinn, Johanna Poole, and Carl Smith

Quorum: Yes

II. Approval of Meeting Agenda

Motion made by Dr. Mark Thompson and seconded by Mr. Jim Davis to approve the **February 12, 2018** Board of Health meeting agenda. **Motion carried unanimously.**

III. Approval of Minutes

Motion made by Commissioner Robert Wright and seconded by Dr. Thompson to approve the minutes from the January 8, 2018 regular Board of Health meeting as submitted. **Motion carried unanimously.**

IV. Public Comments

- None

V. Old Business

BOCC Meeting: 2/5/2018

Helene Edwards, Health Director

- On 2/5/2018, the Hoke County Commissioners approved the proposed clinical service fee of **\$230** for the Varicella vaccine.

VI. New Business

CC4C and OBCM Annual Review

Isley Cotton, Case Management Supervisor

- The social workers who work for the CC4C and OBCM Programs are Ms. Sonya Fairley, BSW, Ms. Betty Brown, and Ms. Teresa Hughes, BSW.
- Currently the Care Coordination for Children (CC4C) serves 86 children who are from birth to 5 years of age and have one of the following issues: have long term medical conditions; and/or are dealing with challenging levels of stress; and/or are referred by the child's doctor.
- CC4C care managers work with families through home visits, phone calls, visit the doctor with the patient, or other types of contacts.
- CC4C care managers assist families to ensure that the child is receiving the needed services to provide a healthy start in life.
- The Obstetrics Care Manager (OBCM) assists pregnant women learn about the prenatal care provider's plan for a healthy pregnancy; coordinates the care across all providers; assists with getting the needed services (Medical care, transportation, food, stable housing, and treatment for substance use); refers to Childbirth or breastfeeding education classes, family planning, and WIC; offers ways for healthy outcome during pregnancy; meeting with clients after hospital or emergency room visits; and assists with making follow-up appointments.
- The Hoke County Health Department OBCM program is currently managing 43 pregnant women who receive 4 to 8 contacts during pregnancy.
- Ms. Cotton coordinates a Grief Support group on the first and third Mondays of the month.

Environmental Health Review of Food & Lodging Program

Erik Johnson, RS

- Mr. Johnson is sick today and will present the Food and Lodging Program summary at the next Board of Health Meeting on March 12, 2018.

Environmental Health Service Fee

Jeff Eudy, EH Supervisor

- Mr. Jeff Eudy explained that the current Tattoo Artist Permit Fee is \$500 a year. There have been many complaints that the Tattoo Artist Permit Fee in Hoke County is too high.
- The current Tattoo Artist Permit Fee is \$500.00 and it was established in 1995 by the Board of Health and Health Director.

- The State of North Carolina established the rules for permitting Tattoo Artists in 1995; however, the local counties were to determine their own fees.
- Mr. Eudy reviewed the Tattoo Artists permitting fees from several counties around NC and the fees are as follows:

<u>County</u>	<u>Tattoo Artist Annual Permit Fee</u>
Bladen	\$250
Buncombe	\$250
Craven	\$200
Cumberland	\$250
Mecklenburg	\$125 (renewal)/ \$225 (new artist)
Moore	\$150
Onslow	\$400
Orange	\$310
Richmond	\$300 (renewal)/ \$350 (new artist)
Robeson	\$255
Scotland	\$300
Wake	\$300
Hoke	\$500

- Mr. Eudy proposes the Tattoo Artist permitting fee should be reduced to \$250.00, because tattoos are more common now and the current fee of \$500.00 discourages entrepreneurs.
- Mr. Eudy stressed that it does not take long to permit a Tattoo Artist.

Motion made by Mr. Davis and seconded by Ms. Kathryn Hostetter that the Board of Health approve to reduce the Tattoo Artist Permit Fee to \$250.00 annually. **Motion carried unanimously.**

Professional Service Contract

Theresa Lloyd, Nutritionist II

- The Nutrition Services Branch Consultant recommended that the Hoke County WIC Program have a Receptionist for WIC to greet and register participants as they come to WIC for services.
- The Hoke County WIC Program has lapse salary that will cover a contract for a WIC Processing Assistant II position.
- The Nutrition Services Branch has approved the proposed WIC Processing Assistant II contract since it would be funded by the use of WIC Program funds only.
- The contract would be until May 31, 2018.

Motion made by Commissioner Wright and seconded by Mr. Davis that the Board of Health approve the proposed WIC Processing Assistant II contract for **\$8,000.00** that expires May 31, 2018. **Motion carried unanimously.**

Clinical Update

Samantha Rosol, PH Nurse I

- Ms. Rosol discussed the trends of the Communicable Disease Data from FY 2015, FY 2016, and FY 2017.
- TB data shows that there has been a decline in cases.

Year	TB Cases
2015	3
2016	4
2017	0

- Chlamydia data shows that additional education is needed.

Year	Chlamydia Cases
2015	246
2016	266
2017	295

- Gonorrhea data reveals an increase over the last three years that requires more education.

Year	Gonorrhea Cases
2015	115
2016	112
2017	137

- HIV data reveals an increase over the last three years that requires more education.

Year	HIV Cases
2015	2
2016	0
2017	5

- Syphilis data reveals that continued STI education is needed.

Year	Syphilis Cases
2015	4
2016	6
2017	5

- Foodborne illnesses have fluctuated a little over the last three years. The investigations by Environmental Health and the CD nurse provide valuable information on the sources.

Year	Salmonella Cases	E. Coli Cases	Campylobacter
2015	9	0	5
2016	10	0	0
2017	8	1	8

- Influenza deaths have remained at one death per year.

Year	Flu Deaths
2015	1
2016	1
2017	1

- Ms. Rosol presented the Clinical Services Spreadsheet to the Board of Health that shows service count data for January 2018.
- Ms. Rosol announced there was one new TB case confirmed.
- Child Health program continues to have approximately 82% of its scheduled patients.
- The Depo Provera remains the most popular birth control method.

HCHD Fee & Eligibility Policy

Jenny McDuffie, Business Officer

- The Hoke County Health Department Fee and Eligibility Policy needs to be updated to reflect the current recommendations by the State.
- In the previous policy, patients had 30 days to bring income for sliding fee eligibility. It was recommended to reduce the time from 30 to 10 days for patients to bring proof of income to the agency.
- To determine clinical fees, the Practice Management Model from the State is used; therefore, the attachment was added to the appendix of the policy.
- When billing private insurance for Maternal Child Health Programs, the sliding fee scale must be applied to any co-pays.
- If the patient doesn't want any correspondence by mail, the clerical must check no snail mail in the electronic health record.

Motion was made by Dr. Thompson and seconded by Commissioner Wright that the Board of Health approve the Hoke County Health Department Fee and Eligibility Policy. **Motion carried unanimously.**

Administrative Update

Jenny McDuffie, Business Officer

- The following table summarizes the finances for December 2017:

	December 2017
Revenues	212,958.74
Expenditures	365,008.88
State Funds Used	102,001.54
Local Appropriations	70,450.91
Medicaid	145,936.23
Fees	46,620.17
Total (<i>Expenditures</i>)	365,008.88

Health Director's Update

Helene Edwards, Health Director

SOTCH Update

- Ms. Little-Bennett collected signed picture release forms from the Board of Health members for the State of the County Health (SOTCH) report.
- Ms. Little-Bennett discussed the 2017 SOTCH report work sheet, for the Board of Health members to update. The current Health Initiatives were explained and the members shared any new ideas or programs they would like to see implemented. Also, any new and emerging Health issues that affect the community health status were discussed. Any changes in Hoke County that affect health concerns were mentioned.
- Ms. Little-Bennett explained the new wellness program that the Hoke County Health Department and Hoke County Cooperative Extension will start in March 2018. On January 29, 2018, the Hoke County Health Department sponsored a Faithful Families introduction dinner to 40 attendees. Senator Ben Clark and Representative Garland Pierce attended and spoke of the value of wellness.

Opioid Crisis Update

- Ms. Sherita Sutton presented a summary of the #Fayetteville Fights Back radio broadcast on the Beasley Radio stations on January 30, 2018. Dr. Zapa, Cape Fear Valley Medical Center ER Director, stressed that in the last 2 years the number of opioid overdoses has doubled to 250 people in ER a month.

Report from Health Director

- On January 17-19th, Ms. Sutton, and Ms. Edwards attended the Public Health Leaders Conference in Raleigh. This conference used to be the State Health Director Conference. It was good conference; however, participation was low because of the inclement weather across the State.
- One highlight, Dr. Fitzgerald the CDC Director delivered an incredible speech about the power of training the brain of the neonate. Dr. Fitzgerald resigned at the end of January.
- Ms. McLeod, Clerk of Court administered the Oath of Office to Ms. McNeill and Mr. Davis.
- Attorney Grady Hunt will provide the annual BOH training on open meetings laws at the March 12, 2018 meeting.
- Ms. Edwards will be on vacation from February 23, 2018 to March 5, 2018, during that time Ms. McDuffie will handle any fiscal or personnel issues and Ms. Morton will handle any medical issues.

VII. Closed Session

VIII. Other Business

IX. Next Meeting Date

Next regular meeting will be Monday, March 12, 2018 at 7:00 PM.

X. Adjournment

❖ The meeting ended at 8:05 PM.

Motion made by Commissioner Wright and seconded by Ms. Suzanne Balfour to adjourn the Board of Health meeting. **Motion carried unanimously.**

Respectfully submitted by:

Helene Edwards
Helene Edwards
Board of Health Secretary

3/12/2018
Approval Date