WILSON COUNTY BOARD OF HEALTH MINUTES

Monday, February 13, 2012

The Wilson County Board of Health held a regular meeting on Monday, February 13, 2012 in the Board Room at the Wilson County Health Department. Members present were:

Thomas Lucas Melinda Laird Kathy Dixon Jessica McKee, D.O. Samuel Teruel-Velez Ronnie Sutton Russell Stone, O.D. R. David Scott, D.V.M. William B. Boles, III, D.D.S.

Others present:

Felix Meyer, Debra Harris, Rebecca Hunt-Hawley, Lida Blalock, Phyllis Rathbun, Barbara Williams, Cinnamon Narron and Lynn Barnes.

Welcome

Ronnie Sutton, Chairman, called the meeting to order at 6:00 pm and extended a welcome to attendees. Mr. Sutton also thanked Mr. Meyer for re-scheduling the BOH meeting.

Approval of Minutes of December 6, 2011 meeting

The minutes from the December 6, 2011 meeting were accepted without corrections, additions, or deletions.

Health Director's Report

Mr. Meyer welcomed everyone to the meeting. Updates were given on a couple of legal issues. Mr. Meyer reported he has been appointed to NCAHLD Chair of Preparedness Liaison Committee, and appointed by DPH as a member of DHHS *ad hoc* committee on Guardianships and will participate as a panelist on the DPH/CDC Webinar in April. DHHS Secretary Cansler resigned in early January. Mr. Al Dilea is the new interim at DHHS. Dr. Jeff Engel, State Health Director was reassigned in late January. Dr. Laura Gerald has been appointed as the new State Health Director. SB433 still remains to be a major threat to public health structure (also to mental health and social services). It was stressed to BOH members to utilize any possible means to advise elected representatives against this bill.

The BOH members were refreshed on Guardianship issues. Mr. Meyer, identified by Aging and Adult Services as a candidate to represent health directors on committee, DPH and NCALHD concurred. After meeting in mid December, Mr. Meyer was tasked to provide follow-up letter to committee stating position of NCALHD and DPH. (Copy distributed) Additional information from the meeting was given and there will be more to follow. Staffing is currently at 96%. There are 6 vacancies, 4 projected retirements and 8 positions currently advertised. Amber Burgess has passed the exam to become a Registered Dietician. Barbara Williams has been recognized by RICHES (Resources in Communities Helps Encourage Solutions for use of "My Health Journal Tool Kit". Thanks were expressed to Dr. Krabill for his continuing Support

for the Employee of the Month program. Julie Watkins, FNP, presented Quality Improvement initiative (Bright Futures at the State Health Directors meeting that was attended by the US Surgeon General.

Cinnamon Narron, LPH Administrator, reported on the budget. (See handout) Debra Harris, RN, Home Health Director gave the Home Health Advisory report for the period from October – December 2011 that included referrals, safety issues and discharges before goals are met (Mr. Meyer is briefed on each of these). Home Health will be training on new software that will be a tremendous upgrade and should be live by July 31st. Shirley Salsgiver retired on December 31st and her position (clerical) has been filled. Comilla Jomp, RN, Home Health Aide supervisor will retire on March 31st. Michelle Crumpler, RN will become the Home Health Aide supervisor on April 1st. Barbara Williams, Health Educator reported on the last phase of the Community Health Assessment. Handouts were given on the Community Health Action Plan that is ready to be submitted to the State. The top three health concerns approved in October by the BOH are: Diabetes, Cancer and Drug and Substance Abuse. The BOH was asked to approve the Community Health Action Plan. Dr. William Boles, III made the motion to accept and Dr. Jessica McKee seconded. Mr. Meyer thanked Ms. Williams and reported he felt the community did a good job identifying major issues.

Accreditation update was given by Phyllis Rathbun, RN. Site visit is scheduled for April 17-19. Pam Serrell, State Consultant is helping to prepare for Accreditation and will be meeting February 14th with department reps. Ms. Serrell will be returning on February 27-29 to fine-tune all documentation. Final review of all documentation is scheduled for March 1st and 2nd. Documentation will be uploaded electronically to the State by April 1st. Surveyors will need to interview 2-3 BOH members on Wednesday, April 18th and names will be needed ahead of time. Sample questions are provided. Ms. Rathbun asked if there was anyone from the Board that would like to volunteer or if they would like for the Chairman to appoint two-three members. At this time Mr. Sutton, Chairman asked if there were any volunteers. Mr. Sutton and Ms. Melinda Laird volunteered. Dr. Jessica McKee was asked if she would participate in the interview session with the surveyors and she agreed. The final decision of the Accreditation Board is projected for May 25th. A list of the survey team was provided to the Board to see if there were any known conflicts of interest and there were none known.

Cinnamon Narron reported on a major grant called Community Transformation Grant, to facilitate healthy living in NC communities. Wilson County was one of 8 counties that applied for the grant together. This region has been awarded \$429,146 and the funding will continue for an additional four years. Wilson County will receive up to \$75,000 annually and the first year funding will cover March 1, 2012-September 29, 2012. Mr. Meyer reported grant announcement came from DPH late November and submission guidelines were mailed in January. County Manager provided a letter of support for Wilson County. The Board of Health was asked to ratify the grant application. Dr. William Boles, III made the motion to accept the ratification and Kathy Dixon seconded. Rebecca Hunt-Hawley, RN, DON reported on infant mortality. Wilson County has seen an increase in 2008-2010. Data was presented from North Carolina, statewide and Wilson County, as well as contributing factors and some things that can be done to remedy infant mortality.

Board Chairperson's Report

Mr. Sutton suggested keeping an eye on the budget. He also thanked Mr. Meyer for a job well done.

Questions from the Board

Mr. Sutton asked if there were any questions from the Board. No one, at this time, had any questions.

Concerns of the Public

No one present from the public.

<u>Adjournment</u>- There being no further business Mr. Sutton adjourned the meeting at approximately 7:10pm.

Respectfully submitted,

A. Felix Meyer, Secretary Wilson County Board of Health

AFM/lmb