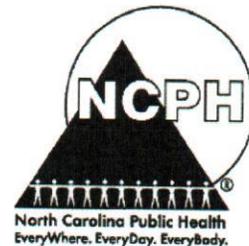


SCOTLAND COUNTY HEALTH DEPARTMENT

1405 West Boulevard • Post Office Box 69
Laurinburg, North Carolina 28353-0069
Phone (910) 277-2440 Fax (910) 277-2450



Wayne Raynor, MPH
Health Director



BOARD OF HEALTH MINUTES Tuesday, December 15, 2015 6:30 P.M.

The Scotland County Board of Health met on Tuesday, December 15, 2015 at 6:30 p.m. in the Education Room, Scotland County Health Department. All members were present with the exception of Dr. Kelvin Raybon and Tiffany Graves. Also in attendance were Wayne Raynor, Health Director, Tina Clark, Kathie Cox, Deborah Rogers, Felicia Faison, Benita Mullis and Abbi Hackman of the Laurinburg Exchange.

Call to Order

The meeting was called to order at 6:30 p.m. Mr. Davis led the prayer.

Discussion/Revision of Agenda

There was no discussion of the Revised Agenda.

Adoption of Agenda

On a motion by Dr. Stroud and a second by Dr. Labib, the revised agenda was unanimously adopted as presented.

Approval of Minutes of the November 17, 2015 Meeting

On a motion by Dr. Stroud and a second by Dr. Labib the minutes of the November 17, 2015 meeting were unanimously approved as presented.

Public Comment

There was no public comment.

Administrative Reports

Fiscal Update

Wayne Raynor, Health Director reviewed the Financial Update for November 2015. Mr. Raynor stated the SCHD expenditures are at 36.5% which is 5.5% under budget, while revenue collections are at 28.9% which is 13 % below budget. Mr. Raynor also stated that Service Collections are at 25% which is 17% below budget.

Monthly Activities Summary

The Activities Summary was included in the BOH packet; Mr. Raynor reviewed several areas of the report. Mr. Raynor explained the visits are due to the holidays as well as the shortage of providers. He explained that we currently have one midlevel provider and this limits the number of patients we are capable of serving. Mr. Raynor stated that there are now 6 cases of Tb in the county. He explained that Debbie Maske is making home visits and dispensing medications on a daily basis.. He also explained that one of the patients has not been cooperative therefore he has visited with Mrs. Maske and delivered isolation orders to all patients and explained to them that the last resort would be confinement to Central Prison in Raleigh for treatment until they test negative. Upon question by Dr. Labib, Mr. Raynor explained that 6 cases of Tb in the county is a high number. Upon question by Dr. Labib, Tina Clark stated the patients were diagnosed in October through a visit at Scotland Memorial Hospital and that they are monitored daily. Tina also explained that the children living in the home with these patients are on preventive therapy. Discussion ensued concerning the patients inability to leave home for work and the possible spread of the disease if patients do not follow isolation orders. Mr. Davis questioned the drop in front desk check-ins. Deborah Rogers explained that this was due to several holidays in the month of November.

Health Directors Report

Mr. Raynor presented the Health Directors report as follows with staff updating the Board on their respective departments.

Administration

- Fruit Fly Investigation-Mr. Raynor explained that several complaints had come in concerning fruit fly infestation on Hasty Road. Upon further investigation it was found that a company from Chadbourn N C was storing sweet potatoes at the Manus warehouse. The owner has sprayed insecticide to try to eliminate the problem.
- Accreditation Update-Mr. Raynor reported that all but two (2) Accreditation activities have been completed.
- DHHS Deputy Secretary Visit-Mr. Raynor stated he had received an email from Dr. Randall Williams, Deputy Secretary at DHHS requesting to come for a visit to SCHD. He will be visiting the SCHD on December 28, 2015. The reason for the visit is unclear at this time.

Personnel/Vital Records

- Continued Assistance with Accreditation Activities
- Scanned Health Director Applications to the State Health Director for Qualification
- Search Continues for Nutritionist I and Nutritionist II positions

Fiscal Management

- Received Grant in the amount of \$20,000 for Evidence Based Strategies for Maternal and Child Health
- Purchased additional memory for laptops to increase Electronic Medical Records efficiency
- Purchased new cat traps for Animal Control

Environmental Health

- Kisha Locklear satisfied her requirements for Food and Lodging Authorization, field work has been completed.
- Busy with end of quarter inspections

- Moe's Chicken is looking to open across from Scotland Motors. Zaxby's is nearing completion. The former "Carlie's" restaurant has a new owner and hopes to soon open a buffet style restaurant.
- Environmental Health has been involved with complaints related to an infestation of fruit flies in the Hasty area. We are certain the problem arose from the storing of thousands of sweet potatoes in the Manus Homes building site.

Health Education/Health Promotion

- Participating in Region Six Smoke Free/Tobacco Free Collaborative Resources and networking in order to bring information to the Board of Health.
- Kathie Cox was presented with the NC SOPHE Outstanding Health Educator Award for 2015 at the October NC SOPHE annual conference.
- Healthy Communities grant funded programs are ongoing with quarterly reports provided to NC DHHS. Our strategies focus on Tobacco prevention promoting Quitline, Falls prevention through the "Matter of Balance Program" and promoting Eat Smart/Move More.
- Work continues on the 2015 SOTCH Report due to NC DHHS March 1, 2016
- Completed a new Health and Wellness Information Resource Guide. This list is located on our County Website and in the Health Department Lobby Resource Depot.

Clinical

- Child Health Numbers are low for the months of October and November due to Accreditation taking priority at this time. Full clinic schedule will resume in January. 6 physicals were completed in October and 4 Child Health PE's were completed in November. Expectations are that one of our new nurses will start CH ERRN training in the spring or summer. This will increase the number of physicals we can complete in the future.
- Child Health State Audit was completed November 25, 2015. Overall, the audit went well.

Family Planning

- The yearly trainings (Human trafficking, Mandatory Reporting of Abuse will be updated next year. Employees are up-to-date for 2015 in their Family Planning Trainings.

Immunizations

- We have around 30 doses of Private Flu Vaccine available; all State Flu Vaccine for children has been used. We do have a supply designated for Family Planning Waiver patients and non-Medicaid pregnant patients.

Trainings

- NC Information Exchange (NCIE) training was held Friday, December 11, 2015 for all Clinical, Fiscal Management and Management Support staff. NCIE staff conducted this training.

CC4C/PCM

- Social Workers attended the Gravidas at Risk conference in Hickory N C
- Pregnancy Care Management (PCM) and Care Coordination for Children (CC4C) performance numbers should be out this month.
- Social Workers continue to encourage parents to get the flu shot for themselves as well as their children.

Preparedness and Response

- The Local Emergency Planning Committee (LEPC) meeting was held at Pilkington this month. Member learned about the process and chemicals used to manufacture glass by taking a tour of the plant.

Communicable Disease

- The EPI Team quarterly meeting was held on 12/8/2015. Members reviewed the quarterly STD, CD, VPD and Immunization counts for Scotland County. It was suggested that DHHS-Disease Investigation Specialist(DIS) be invited to present on STD Prevention methods and Syphilis and HIV Networking through case investigations. It was also suggested that members of the school system be invited to participate.

Maternal Health

- Currently there are 30 patients enrolled in the clinic who have had their Maternal Health histories and lab work completed. Of those 30 patients, 8 need their physical exams completed by the provider. In order to ensure that patients are enrolled in the clinic in a timely manner, we are now doing histories and bloodwork 2 days a week.

WIC

- Felicia Faison completed Lactation Educator Training on 12/3/2015.
- Elizabeth McGuffin's last day was 12/4/2015.
- WIC participants are enjoying the addition of yogurt to the food package as well as the \$1.00 increase on the fruit/veggie voucher.

Questions by the Board

There were none

Committee Reports

There were no Committee Reports.

Unfinished Business

There was no Unfinished Business

New Business

- A. Request to add Sickle Cell testing to our Child Health and Maternal Health Programs-On a motion by Mr. Raley and a second by Dr. Stroud, the vote was unanimous to add Sickle Cell testing to the Child Health and Maternal Health Programs.
- B. Request approval of the receipt of \$20,000.00 for the Child Health and Maternal Health Enhancement Program-On a motion by Dr. Labib and a second by Mr. Raley, the vote was unanimous to accept the funds for the Child Health and Maternal Health Enhancement Program.
- C. Review and Approval of the Policy on Policies-On a motion by Dr. Stroud and a second by Dr. Labib, the vote was unanimous to accept the updates to the Policy on Policies.
- D. Community Health Assessment 2013 Action Plans- Kathie Cox, Health Educator provided the BOH members with a brief description of the "Phases of a Community Health Assessment Process" while focusing on the guidelines for Community Action Plans providing details on developing evidence-based interventions or strategies to address the priority health issues identified in the CHA. Copies of the Community Health Process Phases and CHA 2013 action plans were provided to BOH members along with the SOTCH 2014 action plan updates for the interventions/strategies listed.

- E. Health and Wellness Resource Guide-Kathie Cox presented the board with a newly revised Health and Wellness Guide. The Guide is a list of services available in the county to include Adult Care/Nursing facilities, Pharmacies Utility Programs etc.
- F. Board Member Appointments Approved by Commissioners-Mr. Davis announced that the BOCC recently approved the following BOH appointments; Tiffany Graves, Nursing Member, Dr. M. Labib, Veterinarian Member and Mr. William Matthews, Public Member.

Informal Discussion

The Board designated members to participate on the Search Committee in the hiring of a new Health Director. Members of the committee will be Dr. Stroud, Mr. Todd, Mrs. Walker, Mr. Davis, Dr. Labib and Mr. Raynor. Benita explained her desire to have the Board conduct an assessment center for interviews.

Upon question by the Board, Benita explained that applications for the Health Director position have been forwarded to the State Health Director for qualification purposes and she is awaiting response before scheduling interviews.

Adjourn

On a motion by Dr. Stroud the meeting adjourned at approximately 7:45 p.m.

Bob Davis 1-19-16
Bob Davis, Chair Date

Wayne Raynor 1-19-16
Wayne Raynor, MPH Date