



Jones County Health Department

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Wesley P. Smith
Health Director

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Wednesday, November 12, 2014

Board of Health Meeting Minutes

In Attendance:

Don Campbell – Veterinarian
Shivon Cannon – Public Member
John Eddy – Engineer/Board Chair
Frank Emory – County Commissioner
Bob Jolly – Public Member
Beth Meadows – Nurse
Whitney Mitchell – Dentist
April Aycock – Public Member/Board Vice-Chair

Staff:

Wesley Smith, Health Director; Lisa Davis, PHN Supervisor; Amy Crompton, Public Health Educator; Sabrina Smith

Absent:

Danielle Koslowski – Pharmacist

Call to Order

The meeting was called to order by Board Chair, John Eddy.

Invocation

The invocation was given by Frank Emory.

Discussion/Adjustments/Approval of Agenda

A motion was made by Beth Meadows to approve the agenda for November 12, 2014.

The motion was seconded by Whitney Mitchell. Motion carried.

Review/Approval of Minutes

A motion was made by Frank Emory to approve the minutes from September 10, 2014 and October 8, 2014 as recorded. The motion was seconded by Don Campbell. Motion carried.

Public Comment

Wayne Hurley was introduced to the Board. Mr. Hurley expressed an interest in joining the Board of Health. Dr. Holly Warren was also introduced to the Board. Dr. Warren is serving as the new Medical Director for the Health Department.

Administrative Report

The Board was presented with administrative reports to include a daily patient count, vital records statistics, and an environmental health report. Mr. Smith explained to the Board that the Health Department recently held a staff meeting and one issue that was discussed and is set to be resolved is the complexity of the patient encounter form that the Health Department currently uses. Ms. Smith informed the Board that the Health Department staff will work to simplify the form.

The Board questioned Mr. Smith on the dog bite report that was included on the environmental health report. Mr. Smith apologized to the Board and explained that he was not familiar with the process in Jones County but that he would find out how these situations are handled for future incidents.

Amy Crompton, Public Health Educator, presented the Board with an update on the Ebola situation in the US. The first page of the report was a dashboard printout from the DHHS website. Ms. Crompton reported that there are no current cases of Ebola in North Carolina; however, preparations are still being made. The printout included a phone number to an information call line provided by the state which can be used to ask questions concerning Ebola. The report further went on to explain what Ebola is and how contact spreading can be traced. Shivon Cannon questioned Ms. Crompton on why the 21 day isolation period was so important. Ms. Crompton explained that Ebola has a 21 day incubation period; Ebola is not contagious unless a person is symptomatic and after 21 days you are not considered at risk of spreading the disease. The final page of the

report explained how Ebola is spread. Ms. Crompton emphasized that the disease is not airborne. Ms. Crompton explained that the front staff at the Health Department has been instructed to do a questionnaire screening of all people who call to make appointments or who come in for appointments. Ms. Crompton is working with Timmy Pike, EMS Director, and Eric Merritt, Emergency Management Coordinator, in regards to how a situation would be handled should a case of Ebola be suspected in our area. The suspected person would be transported by ambulance to Carolina East Medical Center. Ms. Crompton provided the Board with the list of questions that are being asked for screening.

Lisa Davis, Public Health Nursing Supervisor I, provided the Board with a report on Enterovirus. The report contained a fact sheet from the Public Health website. Ms. Davis explained to the Board that the Enterovirus is basically the flu; however, there is no vaccine for that particular strain. Ms. Davis explained that the Enterovirus starts the same way that the seasonal flu does; however, it eventually reaches the respiratory system. The Board was informed that there are 23 confirmed cases in North Carolina and that the virus affects mostly those under 21 years of age. Ms. Davis informed the Board that a bulletin board in the Health Department lobby explains both Ebola and the Enterovirus and how to determine the difference between the two. There is also a flyer in the lobby explaining how to prevent spreading of the virus. The Board was informed that there are masks at the front desk for patients who request one or who display signs of the Enterovirus. The clinic at the Health Department is encouraging patients who display symptoms to seek care. The Health Department is unable to provide care for this virus because we do not currently have a provider or provide primary care or sick clinics.

Old Business

Mr. Smith informed the Board that all the documentation for Accreditation that had been submitted to the Accreditation Board was still under review. He informed the Board that the Accreditation Board would be meeting on December 12, 2014 to determine if the evidence will be accepted. Angela Lee, former Interim Health Director, will be attending the meeting and Mr. Smith stated that he and Amy Crompton would be planning to attend. Mr. Smith reminded the Board that although the Health Department has not been fully accredited, it is still two years into the re-accreditation process. There are many

benchmarks that require annual documentation, therefore the Health Department is also focusing on maintaining this information.

Mr. Smith updated the Board on the current vacant positions at the Health Department. The Nutritionist II position has been advertised and at the time, four applications had been received. Mr. Smith informed the Board that of the four applications, three had been sent to the State and were determined to be unqualified; the fourth application had recently been received and had not returned yet. Mr. Smith informed the Board that the Health Department is currently contracting with Nutrition Plus of Greenville, Inc. for a Nutritionist to work in WIC two (2) days a week. Maria Rodriguez, Processing Assistant IV, is able to do limited WIC visits as long as the appointments do not require a meeting with the Nutritionist. The Physician Extender II position has recently become vacant as Christi Rogers resigned from her position. Mr. Smith informed the Board that Christi has agreed to work part time until a full time physician can be employed; she will be working on Friday afternoons from 1:00 to 5:00 pm. Mr. Smith explained to the Board that there are many possibilities to fill the position on a part-time basis. The ECU College of Nursing has a Family Nurse Practitioner (FNP) who is a full time faculty member that has expressed interest in practicing one day per week in the Health Department. Mr. Smith explained that there is also a Gynecological Obstetrical Nurse Practitioner (GONP) under contract with Hyde County Health Department who would be willing to work part time as well.

New Business

Mr. Smith provided the Board with information that would better prepare the Board for accreditation. He stated that there are documents that can be adopted from the state Accreditation Board website which would help the Board meet the requirements for accreditation. He informed the Board that he would prepare the documents for the next meeting for the Board to adopt.

Mr. Smith notified the Board that there would be debt setoff and bad debt write-off reports that would be distributed at the next meeting for approval.

Mr. Smith reminded the Board of how generous the County has been in maintaining the Health Department salaries during this time when state funds have been limited or unattainable. He emphasized the need to get the Health Department back up and fully functioning in order to begin drawing down the state funds again.

Mr. Smith added that although it was not on the agenda, he did have a conference call with all the regional consultants who work with Jones County. They requested a meeting with all consultants at the Health Department; however, Mr. Smith denied this request and asked for them to schedule appointments with him individually. He also requested that they send any concerns they might have and other important information he may need beforehand to prepare him for the individual meetings.

Informal Discussion

Beth Meadows informed the Board that there would be a Cub Scouts meeting this upcoming weekend at the fairgrounds.

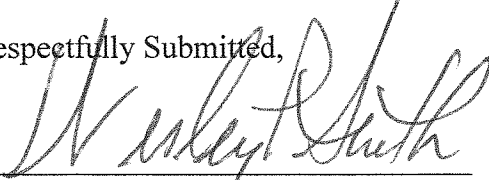
Beth Meadows made a request for Frank Emory to make a recommendation to the County Commissioners to appointment Mr. Wayne Hurley to the Board of Health.

Adjournment

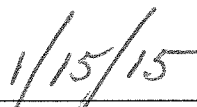
A motion was made by Beth Meadows to adjourn the meeting. The motion was seconded by Shivon Cannon. Motion carried.

The next Board meeting is scheduled for Wednesday, December 10, 2014 at 6:00 pm.

Respectfully Submitted,



Wesley P. Smith, Health Director



Date