



Jones County Health Department
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Wesley Smith
Health Director

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Jones County Board of Health Meeting Minutes Tuesday, November 16, 2021

In Attendance: Candace Andrews; April Aycock; Shivon Cannon; Kenneth Dillahunt;
Rev. Charlie Dunn, Jr.; Wayne Hurley; Beth Meadows; Dr. Michele Scott;
Dr. Steve Stelma

Staff: Wesley P. Smith, Health Director; Ann Pike, PH Nursing Supervisor I;
Adrian Smith, Public Health Education Specialist; Lori Sadorski,
Administrative Officer I; Deb Yarbrough, EH Programs Coordinator

Absent: N/A

Call to Order

The meeting was called to order at 6:03 p.m. by Dr. Steve Stelma.

Invocation

The invocation and blessing for the meal was given by Rev. Charlie Dunn, Jr.

Discussion/Adjustments/Approval of Agenda

A motion was made by Shivon Cannon to approve the agenda. Motion was seconded by Beth Meadows. There was no additional discussion. Motion carried unanimously.

Approval of Minutes

A motion was made by Cannon to approve minutes from September 28, 2021. Motion was seconded by Candice Andrews. There was no additional discussion. Motion carried unanimously.

Public Comment

No comments from the public.

Old Business

Smith announced that our Public Health Nurse II (School Health Nurse Liaison) position has been filled and the new employee's first day to begin is 12/6/2021.

Smith said that the Local Health Director position closed on 10/29/2021. We received four (4) applications that were sent to the NC Office of State Human Resources and the NC Division of Public Health for Qualification Determination. Three (3) applicants were determined qualified for the position. Dr. Stelma said they will schedule a time to interview these three applicants. A subcommittee has been established to conduct the interviews. The members of the subcommittee are Dr. Stelma, April Aycock, Rev. Dunn and Cannon. Interviews will be conducted on December 1, 2021 beginning at noon.

Smith gave an update on the Board of Health appointments approved by the Board of Commissioners. Beth Meadows will move into the Registered Nurse slot on the Board, Rev. Dunn will fill the Public Member slot and April Aycock will now fill the Commissioner Appointee slot.

Smith informed Board members that he and Adrian Smith discussed the parameters of AA-466 Advancing Equity funding in the amount of \$39,900 with the Board of Commissioners. However, the Commissioners decided not to accept the funding by a 4-3 vote.

Ann Pike, Nursing Supervisor, gave an update on the Health Department's ongoing response to COVID-19. The Health Department continues to provide daily COVID vaccinations at the Health Department. First and second dose vaccinations are now offered any day, Monday – Friday, at the Health Department by appointment only. Current COVID-19 numbers for Jones County are: 7 Active with 3 Hospitalized, 1378 Recovered and 38 Deaths, for a total of 1423 cases. Pike said we are also doing COVID booster vaccinations by appointment only.

Reports

Smith presented the Monthly Summary Reports for September and October, as well as the Monthly Spending and Revenue Reports for the period ending October 31, 2021. As of October 31, 2021, the Health Department is 8% under budget in spending. Immunizations are over budget because of the additional purchase of private vaccine. The BCCCP program is over budget period-to-date due to professional lab charges for abnormal screenings. Environmental Health is over due to additional time and travel of contracted staff. For revenues, our State program revenues typically lag behind, but overall we are showing good collections in some programs with Medicaid and patient fees and are currently .09% under budget. Finally, Smith reviewed budget amendments done period to date, and emphasized the amendments were for line to line transfers and did not reflect additional funding.

Smith and Pike talked briefly about the Rabies vaccination clinic that will be held on November 20th from 9:00 am to noon. The cost is \$7.00 per dog or cat vaccinated, whether a 1 year vaccination or a 3 year vaccination.

New Business

Pike reviewed that Local Disease Incident/Trend Report for Fiscal Year 2020-21. The report included the number of Communicable Diseases, Sexually Transmitted Diseases and Vaccine Preventable Diseases for FY 2020-21, and compared the numbers with those from FY 2019-20. As expected, the number of COVID-19 cases and deaths were significantly higher, with cases being 808 higher and deaths 23 higher in FY 2020-21 than those reported in FY 2019-20.

Meadows made a motion to approve the Local Disease Incidence/Trend Report for FY 2020-21. Motion was seconded by Cannon. There was no additional discussion. Motion carried unanimously.

Smith reviewed the revised Fees, Eligibility and Billing Policy as required by the department's Policy on Policies. The revision was needed based on the recent Women's Health Audit, and added more detail on clients who requested a reduction or waiver of fees. ***Aycock made a motion to approve the Revised Fees, Eligibility and Billing Policy. Motion was seconded by Cannon. There was no additional discussion. Motion carried unanimously.***

Dr. Stelma asked if anyone wanted to serve as the Chair for the Board of Health in 2022. ***Having no volunteers, Aycock made a motion to approve Dr. Stelma as the Chair for the Board of Health for 2022. Motion was seconded by Hurley. There was no additional discussion. Motion carried.***

Dr. Scott informed the Board that her schedule did not allow her to continue to serve as Vice Chair for 2022. After discussion, Rev. Dunn agreed to serve as the Vice Chair. ***Aycock made a motion to approve Rev. Dunn as the Vice Chair for the Board of Health for 2022. Motion was seconded by Meadows. There was no additional discussion. Motion carried.***

Dr. Stelma presented the Board of Health meeting schedule for 2022. ***Meadows made a motion to approve the meeting schedule for 2022. Motion was seconded by Aycock. There was no additional discussion. Motion carried unanimously.***

Smith requested approval to apply for the NC Office of Rural Health Community Grant for FY 2022-23. Unlike previous years when the Health Department applied for reimbursement of eligible expenses up to \$150,000, the application for FY 2022-23 would be for encounter-based reimbursement. ***Meadows made a motion to approve the submission of an application for the NC Office of Rural Health Community Grant for FY 2022-23. Motion was seconded by Cannon. There was no additional discussion. Motion carried unanimously.***

Other Business

Dr. Stelma discussed the record of member attendance that was included in the packet, and noted that the Board of Health has met a quorum with attendance every meeting he has been on the Board.

Next Meeting

The next meeting is scheduled for January 25, 2022 at 6:00 pm.

Adjournment

A motion was made by Dr. Stelma to adjourn the meeting. Motion was seconded by Meadows. There was no additional discussion. Motion carried unanimously.

Respectfully Submitted,



Wesley P. Smith, Health Director
Secretary, Ex Officio

1-25-2022

Date