



Jones County Health Department

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Health Director

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Jones County Board of Health Meeting Minutes Thursday, September 22, 2016

In Attendance: April Aycock, Charlie Dunn, Wayne Hurley, Bob Jolly, Beth Meadows, Myron Meadows, Dr. Steve Stelma

Staff: Wesley P. Smith, Health Director; Amy Carter, Health Educator II

Guest: Bill Browder, NC Institute for Public Health

Absent: Shivon Cannon, Frank Emory, Danielle Koslowski

Call to Order

The meeting was opened by Bob Jolly, Board Chair. Everyone enjoyed a meal catered by Vel and Mel's Catering.

Invocation

The invocation was given by Rev. Charlie Dunn.

Discussion/Adjustments/Approval of Agenda

A motion was made by Dr. Steve Stelma to approve the agenda as presented. Motion was seconded by April Aycock. Motion carried.

Board of Health Orientation/Training

Wesley Smith introduced the Board to Bill Browder, instructor from the N. C. Institute for Public Health, who would conduct new member orientation. Board members were given training folders which contained an agenda for the training, copy of slides to be discussed, information from the training and an evaluation form. Mr. Browder conducted a power-point presentation entitled "Roles and Responsibilities of Local Public Health Governing Boards. Training was provided on the following: 1) Public Health Milestones and Current Challenges; 2) Public Health Functions and Essential Services; 3) Legal Responsibilities and Authority; 4) Local Governance Boards; 5) Board Members' Work;

and 6) Effective Governance. At the conclusion of the training, Mr. Browder thanked the members for their willingness to serve on the Board of Health.

Approval of Minutes from July 28, 2016

A motion was made by Beth Meadows to approve the minutes from July 28, 2016.

Motion was seconded by Wayne Hurley. Motion carried.

Public Comment

The floor was open for public comment. There were no members of the public present.

Old Business

Jolly gave an update to Board members on completing the Health Director's performance evaluation. Jolly reported that he and Shivon Cannon received four (4) evaluations from fellow Board members in the mail. Comments made on the evaluations received were incorporated into the final evaluation that was completed. *A motion was made by Beth Meadows to approve the Health Director's performance evaluation as prepared by Bob Jolly and Shivon Cannon. Motion was seconded by Hurley. Motion carried.*

Smith provided the Board with an update on the proposed Board of Health rule for the post-exposure management of dogs and cats. Smith stated that the rule was not addressed in the general assembly this year. It will most likely get incorporated into the statutes during the 2017 general assembly. The proposed rule would reduce the required six (6) months quarantine for unvaccinated animals exposed to rabies to four (4) months. The rule would be advantageous to both the pet and the owner. The proposed rule was posted in the County Administration building and the Clerk of Court's office, and was advertised in the local newspaper for the required ten (10) day period. Copies of the proposed rule were also available at the front desk of the Health Department. Dr. Stelma stated that since the rule is not State law, it could cause a problem between counties who are adopting the rule and those who choose not to. Smith stated that the topic was discussed at length at the Health Directors Association and Health Directors have been encouraged to adopt the rule. *A motion was made by Dr. Stelma to adopt the proposed Board of Health Rule for the Post-exposure Management of Dogs and Cats. Motion was seconded by Beth Meadows. Motion carried.*

Reports

Smith presented the Board with a Monthly Summary Report for the Health Department. He stated that the report is in a different format from the report previously provided to Board members. The County Commissioners have requested that Smith submit a monthly report of clinic encounters for the department. To encompass all services provided by the Health Department, the monthly summary report has been updated. The summary reports presented to the Board were for the months of July and August, 2016.

Smith presented the Board with the Monthly Spending and Revenue report for the period ending August 31, 2016. He informed the Board that some of the programs are over budget for the period due to the spending freeze at the end of the fiscal year. Staff in those programs are trying to catch up on purchasing an initial stock of supplies.

The Board was presented with a Zika Virus update by Amy Carter. To date, there is still no local transmission of the Zika virus in North Carolina. There are currently 61 travel-related cases and 749 total cases in the United States. Zika prevention kits were handed out to the public at the Heritage Day Festival. The kits included Tip and Toss reminders, mosquito dunks, Off Deep Wood towelettes and other Zika educational materials. Carter reported that the mosquito dunks can be purchased at Lowe's and should be used in places that water cannot be drained or tossed, for example ponds.

The Board was given an update by Carter on Health Department re-accreditation. She reported that Andy Smith (Health Director for Northampton County) and his wife Wendy (Accreditation Coordinator for Granville-Vance Health District) had visited the Health Department to review current evidence gathered by agency staff. There are currently eight (8) benchmarks that have been completed. Carter reported that after the current Board meeting tonight, there will be additional activities met.

New Business

Smith discussed several Accreditation activities with the Board – Activity 17.2, Activity 29.1 and Activity 35.1.

According to Accreditation Benchmark 17, Activity 17.2, the local health department shall conduct inspection and permitting activities assigned to the local health department by local rules, ordinances or policies. Since no local rules, ordinances or policies have been adopted related to Environmental Health, a statement signed by the Board Chair is required. ***A motion was made by Hurly authorizing the Board of Health Chair to sign a statement affirming that no local rules, ordinances or policies have been adopted related to Environmental Health. Motion was seconded by Aycock. Motion carried.***

Accreditation Benchmark 29, Activity 29.1, requires the local health department to develop and implement policies ensuring that state and federal requirements are followed regarding the rights of participants in local public health research programs. Since the agency has not participated in any research programs since the previous Accreditation site visit, the Board Chair is required to sign a statement that explains this and is approved by Board members. ***A motion was made by Beth Meadows authorizing the Board of Health Chair to sign a statement affirming that Jones County Health Department has not participated in any research programs since the previous site visit. Motion was seconded by Dr. Stelma. Motion carried.***

Smith also presented the Board with the requirements to fulfill Accreditation Benchmark 35, Activity 35.1. This activity requires the Board of Health to assure that the procedures for adjudications in General Statute 130A-24 are followed. Since no adjudications have been brought before the Board of Health in the past 48 months, the Board Chair will need to sign a statement explaining this and Board members must approve of it. ***A motion was made by Beth Meadows authorizing the Board of Health Chair sign a statement affirming that Jones County Health Department has not had any adjudications brought before them within the past 48 months. Motion was seconded by Aycock. Motion carried.***

Smith informed the Board that effective August 8, 2016, Board member Whitney Mitchell officially resigned from her position as Dentist on the Board of Health. Smith recommended that at this time, the position should not be filled pending the outcome of the Commissioners decision on consolidation of health and human services.

Other:

Smith provided the Board with the attendance report for FY 2016-17.

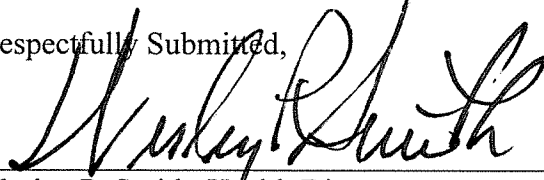
Next Meeting:

The next Board of Health meeting is scheduled for November 17, 2016 at 6:00 p.m.

Adjournment:

Rev. Dunn motioned to adjourn the meeting. Aycok seconded the motion. Motion carried.

Respectfully Submitted,



Wesley P. Smith, Health Director
Secretary, Ex Officio

11/17/16

Date