



Jones County Health Department
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Wesley P. Smith
Health Director

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Jones County Board of Health Meeting Minutes
Tuesday, November 19, 2019

In Attendance: Candace Andrews; April Aycock; Shivon Cannon; Rev. Charlie Dunn, Jr.; Wayne Hurley; Bob Jolly; Mandy Marshburn; Beth Meadows and Dr. Steve Stelma

Staff: Wesley P. Smith, Health Director; Diana Vetter Craft, Public Health Educator II; Ann Pike, PH Nursing Supervisor I; Jennifer Thomas, Administrative Officer I

Absent: All members of the board were present.

Public: No members of the public were present.

Call to Order

The meeting was called to order at 6:42 p.m. by Bob Jolly, Vice Chair. He welcomed everyone to the November meeting.

Invocation

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

Discussion/Adjustments/Approval of Agenda

Jolly called attention to the agenda that was before them and called for a motion. ***A motion was made by Shivon Cannon to approve the agenda as presented. Motion was seconded by Beth Meadows. There was no additional discussion. Motion carried unanimously.***

Approval of Minutes

Jolly called for a motion to approve the minutes from September, 24, 2019. ***A motion was made by Cannon to approve the minutes. Motion was seconded by Meadows. There was no additional discussion. Motion carried unanimously.***

Public Comment

The floor was opened for public comment; there was no public comment.

Old Business

Wesley Smith, Health Director, began his portion of the agenda with an update on the Sustained Access to Healthcare Services Grant application submitted by the Health

Department. The grant was available only to counties that were impacted by Hurricane Florence. The Health Department was awarded \$42,000 in funding, which will be used to purchase equipment and supplies that would allow the department to function at a remote site if unable to work in its normal location. Smith thanked Diana for writing the grant and to the others who assisted her. The bulk of the funding will go toward the purchase of portable sink/shower unit that can be used by the County in the event a shelter is opened.

Dr. Stelma then gave an update on the third animal control subcommittee meeting. There were several members of the public present. He noted that many people are dead set against an animal control ordinance even though they were not aware of any specific details in the ordinance. There was discussion of sending the animal control survey with the water bills to get a broader dissemination throughout the county. So far, surveys that have been received are about a 50/50 regarding an ordinance. It appears that the Board of Commissioner will not support any ordinance that has fees attached, so the requirement for registration and licensure fees have been removed. Aycock commented that the greatest issue is a lack of understanding of what the subcommittee is trying to do.

Reports

Smith provided the Monthly Summary Report for September and October 2019 to Board members. There was an increase in Environmental Health inspections due to the hurricane. One dog bite in Maysville was reported. A stray dog that was being fed by a Maysville resident bit her on her hand. The dog was picked up by a stranger before the Health Department was aware of the incident. Based on the information obtained, Smith felt there was no need for post-exposure treatment. The October report reflects an increase of immunizations due to flu shots and other immunizations to school students that have been given. Jolly called attention to the fact that WIC numbers have gradually improved.

Financial Reports for month ending October 31, 2019 were presented and discussed with the Board. The spending report covering a four month period ending October 31st was under budget by 5.8%. Monthly revenue is behind budget; however, the report is finally starting to reflect State Funds that have been received. Smith informed the Board that Medicaid Managed Care has been suspended.

A summary of the Budget Amendments that have been sent to the Finance Department year to date was discussed. This summary includes additional funding that has been received since the budget was approved. There was an amendment to include an anticipated increase in revenue for Law Enforcement Physicals. The County Commissioners approved a contract between the County of Jones and the Health Department to perform physicals and drug screens for the Sheriff's Department. The Health Department will eventually become a collection site for drug screening for all county employees.

New Business

The Bad Debt Write-off Report for Fiscal Year 2018-19 was presented to the Board. Per policy, debts are written off at the end of the fiscal year if there has been no activity for twelve (12) months. Board of Health approval is required for Bad Debts to be written off. This write-off Includes service dates between 8/30/17 and 6/30/18 and totals \$350.31. ***A motion was made by Meadows to approve the Bad Debt Write-off for Fiscal Year 2018-19. Motion was seconded by April Aycock. There was no additional discussion. Motion carried unanimously.***

The Board expressed appreciation for the amount to be written off compared to previous years. Smith discussed the process of the State's debt setoff program that the Health Department utilizes. There was a total of \$1,226.69 received last fiscal year from the debt setoff program, with some of the money coming since the Health Department switched to the new EMR system, CureMD.

The Local Disease Incidence/Trend Report for Fiscal Year ending June 30, 2019 was presented. For Fiscal Year 2018-19 there were 11 communicable diseases investigated with 7 being confirmed. Sexually transmitted diseases had 72 investigated cases with all being confirmed and vaccine-preventable diseases had 2 investigated with 1 being confirmed. A second report was provided which compared FY 2017-18 to FY 2018-19. ***A motion was made by Meadows to approve the Local Disease Incidence/Trend Report for Fiscal Year 2019. Motion was seconded by Aycock. There was no additional discussion. Motion carried unanimously.***

Smith presented a new Governing Board Policy – Potentially Dangerous Dog Appellate Board Procedures Policy – for approval. This policy was created to establish procedures governing the appeal proceedings before the Jones County Dangerous Dog Appellate Board. It is based off another County's policy (Dare) but has been written to apply to Jones County. The Policy and has been reviewed by Dr. Stelma. ***A motion was made by Rev. Dunn to approve the Potentially Dangerous Dog Appellate Board Procedures Policy. Motion was seconded by Mandy Marshburn. There was no additional discussion. Motion carried unanimously.***

Discussions for the election for Chair and Vice Chair for 2020 was discussed. Meadows nominated Dr. Stelma for the Board Chair and Bob Jolly as the Vice Chair. No other nominations for Chair or Vice Chair were offered by Board members. ***A motion was then made by Meadows to elect Dr. Stelma as the Board of Health Chair and Bob Jolly as the Board of Health Vice Chair for calendar year 2020. Motion was seconded by Rev. Dunn. There was no additional discussion. Motion carried unanimously.***

Board members then reviewed the proposed Meeting Schedule for 2020. ***A motion was made by Meadows to approve the meeting schedule for 2020. Motion was seconded by Cannon. There was no additional discussion. Motion carried unanimously.***

Mandy Marshburn's current term on the Board of Health in the Physician (In lieu of) expires in January of 2020. ***A motion was made by Meadows to recommend to the***

Board of Commissioners the reappointment of Marshburn to her second term on the Board of Health. Motion was seconded by Aycock. There was no additional discussion. Motion carried unanimously.

Finally, Smith stated the Health Department would like to apply for the SFY 2021 Community Health Grant, through the NC Office of Rural Health. This is same grant that the Health Department applied for last year, but did not receive. Discussions will take place with the Health Department's provider about the staffing model to include in the application. ***A motion was made by Cannon to apply for the SFY 2021 Community Health Grant. Motion was seconded by Meadows. There was no additional discussion. Motion carried unanimously.***

Other Business

Smith notified the Board that the Rabies Clinic will be held on Saturday, November 23rd at the Health Department from 9:00 am until noon.

Jolly commented that there has been very good Board of Health attendance. Aycock encouraged everyone to talk to the commissioners about animal control.

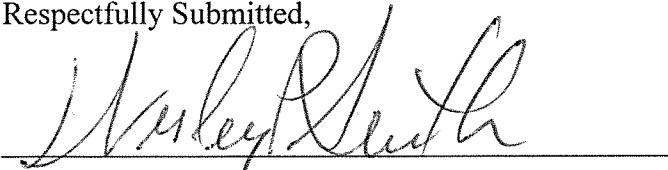
Next Meeting

The next meeting is scheduled for January 28, 2020 at 6:00 pm.

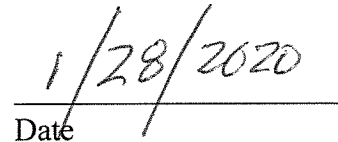
Adjournment

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

Respectfully Submitted,



Wesley P. Smith, Health Director
Secretary, Ex Officio



Date