



Jones County Health Department

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Jones County Board of Health Meeting Minutes Tuesday, March 24, 2020

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

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

Absent: Shivon Cannon; and Mandy Marshburn

Public: No members of the public were present.

Call to Order

The meeting was called to order at 6:19 p.m. by Dr. Steve Stelma. He welcomed everyone to the meeting.

Invocation

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

Discussion/Adjustments/Approval of Agenda

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

Approval of Minutes

A motion was made by Rev. Dunn to approve the minutes from January 28, 2020. Motion was seconded by April Aycock. There was no additional discussion. Motion carried unanimously.

Public Comment

The floor was opened for public comment; there were no members of the public present.

Old Business

Dr. Stelma began the meeting with an update on his presentation on the work of the Animal Control Subcommittee before the Board of Commissioners at their March 9th workshop. He informed the Commissioners that the subcommittee felt they were not going to get anywhere with an animal control ordinance. He further recommended that the Commissioners approve a local ordinance excluding cats and ferrets from wearing collars with their rabies tags. Aycock mentioned that a couple of ladies attended the following Board of Commissioners meeting and expressed their concern about animal control issues in the county, stating that something needed to be done. They bragged about Dr. Stelma and Smith's presentation at the workshop. Dr. Stelma spoke of his experience with animal control in Craven County. At this time, there is no indication whether or not the Commissioners will approve the local ordinance that was recommended.

Smith provided an update on COVID-19 and the Health Department's response. Things had been going smoothly until about two weeks ago when cases began showing up in North Carolina. The Health Department is now conducting daily COVID-19 operational meetings every morning. A weekly EPI team meeting that had been initiated has now evolved into weekly department head/partner meetings. There have been 15 Jones County residents tested for COVID-19 to our knowledge. Of those, 9 are negative and 6 are outstanding with the oldest test date going back to March 16th. The Health Department has limited PPE and does not have the capacity to do testing at this point. Recovery rates are much higher than mortality rates. The current guidance is for persons experiencing mild symptoms to stay home, and not get tested. Diana Craft, Health Educator/Preparedness Coordinator, is working with Timmy Pike, Emergency Services Director, to discuss operating a Point of Distribution (POD) should the need arise. Smith showed an illustration of infections and the impact that social distancing has on slowing transmission. The situation with COVID-19 has gone from containment to mitigation. Both the Department of Social Services and the Health Department have gone to appointments only, with no walk-ins. There have been recommendations for staggered work schedules. Emergency leave and expanded FMLA is available for employees affected.

Reports

Smith presented the Monthly Summary Report for January and February to the Board. While future reports will reflect lower numbers due to limited Health Department services, there has been an increase in animal control calls. Smith notified the Board that Breana Berg, Medical Office Assistant, has resigned from her position. He has decided to keep the MOA position open for the remainder of the current fiscal year, and has instead replaced that position with a Medical Lab Technologist I position in the proposed budget for next fiscal year.

Financial Reports for month ending February 29th were presented and discussed with the Board. The monthly spending report is 7.6% under budget. The monthly revenue report is 12.7% under budget. A listing of budget amendments submitted to the Finance Department year to date was provided to the Board. Additional funding has been received for the BCCCP program to increase the amount for screening targets, as well as additional Food & Lodging funding based on 100% compliance with inspections.

The NC School Health Services Report for FY 2018-19 was received from Amy Levy, School Health Nurse Consultant. Jones County has two (2) school nurses, both of which are employed by the school system. There were two (2) reports sent by Ms. Levy. One reflects data for Jones County and the other reflects data for the State.

A fact sheet was handed out to Board members from the NC Association of Local Boards of Health with COVID-19 Ideas for local health boards.

New Business

Craft presented the short and long-term Community Health Improvement Plans (CHIPs) developed from the 2018 Community Health Needs Assessment (CHNA). The smart objectives are no longer being used, as Public Health has shifted their focus to results-based accountability. Short term goals include developing trails, sidewalks and bike lanes in the County. One focus will be to increase healthy food access. Some of the long term goals include exploring funding options to increase services to full time, getting better access to transportation for citizens, and developing a community network for referrals. The CHNA has been submitted to the State but we have not received a response. ***A motion was made by Meadows to approve the Community Health Improvement Plans (CHIPs). Motion was seconded by Aycock. There was no additional discussion. Motion carried unanimously.***

The budget for FY 2020-21 has been submitted to the finance department. Smith presented the budget and fee schedule for FY 2020-21 to the Board for their discussion and approval. He reviewed the projected revenues and expenditures using a power point presentation. He also provided a document with highlights of the new budget. The total budget for FY 2020-21 has increased by 6.7% over the current fiscal year's budget. Smith stressed that the Department has reached the point where expenses cannot be cut without cutting positions. Last year the Health Department dealt with two (2) separate reductions in the proposed budget, which has made it exceptionally tight to function. Increases for the budget include reclassifying the MOA position to a Medical Lab Technologist position, increases in employee health insurance and retirement contributions, as well as a 2.5% cost of living increase for employees. Attention was called to the yellow items on the proposed fee schedule. Yellow indicates recommended increases to bring charges up to the Medicaid rate. ***A motion was made by Meadows to approve the Budget and Fee Schedule for FY 2020-21. Motion was seconded by Rev. Dunn. There was no additional discussion. Motion carried unanimously.***

Other Business

Board member attendance information was provided. If needed due to COVID-19, an emergency Board of Health meeting may be held in April.

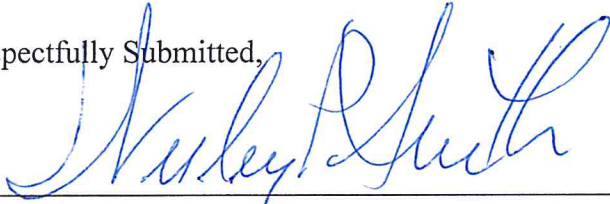
Next Meeting

The next meeting is scheduled for May 26, 2020 at 6:00 pm.

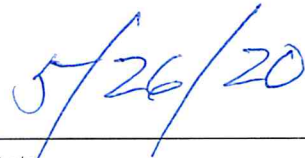
Adjournment

A motion was made by Wayne Hurley 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



Date