



## Jones County Health Department

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Interim Health Director

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### Jones County Board of Health Regular Meeting Minutes Tuesday, May 3, 2022

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

Staff: Wesley P. Smith, Interim Health Director; Adrian Smith, Public Health Education Specialist, and D'Amba Fulmore Administrative Officer

Absent: Candace Andrews

Public: No members of the public were present.

#### Call to Order

The meeting was called to order at 6:00 p.m. by Rev. Charlie Dunn, Jr., Vice Chair. He welcomed everyone to the March meeting.

#### Invocation

The invocation and blessing for meal was given by Shivon Cannon.

#### Discussion/Adjustments/Approval of Agenda

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

#### Special Presentation

Tiffany Thigpen, Region 10 Tobacco Prevention Coordinator, provided an update on a change in tobacco requirements for Local Health Departments. LHDs will be required to transition to 100% tobacco free campuses by December 1, 2022. This requirement is set by NC Medicaid Managed Care for Standard & Tailored Plans. The aim of this requirement is to protect clients and staff from secondhand smoke, as well as support clients and staff to quit using tobacco. Handouts included a set of slides entitled Breathe Easy NC – Becoming Tobacco Free and a Model Board of Health Rule template. Board members thanked Ms. Thigpen for her presentation, and agreed to review the new rule further at the next regular Board of Health meeting in July.

### Approval of Minutes

*A motion was made by Cannon to approve the minutes from the December 8, 2021 Special Board Meeting and the March 22, 2022 Regular Board Meeting. Motion was seconded by 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

Wesley P. Smith began the meeting by expressing his appreciation to the Board for having enough confidence in him to allow him to return from retirement as Interim Health Director. He then provided an update on Health Department staff. Three (3) applications were submitted for the vacant Accounting Tech III position. Smith hopes to have this position filled soon.

Smith gave an update in the on-going Health Department response to COVID-19. There were seven (7) active cases. While our County had reached a point of no (0) active cases, we are beginning to see a slight uptick. The Health Department continues to provide COVID-19 boosters by appointment.

### Reports

Smith presented the Monthly Summary Report, Monthly Spending Report, and the Monthly Revenue Report for March 2022. With the decline in positive cases, COVID-19 investigations and testing were also down. Environmental Health (Food & Lodging and Onsite Wastewater) program activity was significantly higher than the month of February.

Smith reported that General Health and WIC programs were over spent year-to-date due to adjustments made to reconcile salary and fringe with actual time spent in the programs. Immunization Action Plan is over due to purchase of vaccines, while Environmental Health is over due to time spent by staff in the onsite program.

The revenue report usually lags behind by a month. The Health Department continues to see increased revenues from patient fees/insurance in Family Planning, Child Health, Immunizations and Other Services, as well as EH Septic Tank fees.

Smith informed Board members of the decision to not conduct a rabies vaccination clinic in May due to difficulty in scheduling a Veterinarian from Riverbank Animal Hospital. The Health Department will plan on conducting one in November, which still meets the statutory requirement to coordinate one rabies vaccination clinic annually.

### New Business

Review and approval of the proposed budget and fee schedule for Fiscal Year 2022-23 had been tabled from the March meeting. Smith started by providing an overview of the proposed budget for the Health Department. The total budget will be \$1,162,470.00 and includes eleven (11) full-time positions, one (1) part time EH Programs Coordinator and two (2) contracted EH Specialists in the onsite program. The budget for FY 2022-23 is \$16,864.00 less than the current fiscal year. The budget includes a 3% Cost of Living Adjustment, and a change in classification for Ann Pike from PH Nursing Supervisor I to PH Nursing Supervisor II. The proposed budget also includes a change in classification for Adrian Smith from PH Educator II to Human Services Planner/ Evaluator I. Among the revenue sources projected are DPH Funds (\$365,904), the NC Office of Rural Health Primary Care Grant (\$150,000), the Carolina East Provider Grant (\$30,000), Medicaid Cost Settlement for FY 2020-21 (\$105,000) and local County appropriations (\$366,318). No Emerging Diseases (COVID-19 DPH Funds) were included in the proposed budget. Once the Health Department receives Agreements for FY 2022-23, these funds will be added to our budget.

Smith then presented the Environmental Health and the Clinical Fee Schedules for FY 2022-23. There were no changes in the EH Fee Schedule, and the only changes in the Clinical Fee Schedule were based on adjustments in the Medicaid Fee Schedule and Acquisition Costs.

***A motion was made by Beth Meadows to approve the proposed budget, the EH fee schedule and the clinical fee schedule for fiscal year 2022-23. Motion was seconded by Wayne Hurley. There was no additional discussion. Motion carried unanimously.***

The final item under New Business was presentation of the local Child Fatality Prevention Team (CFPT) annual report for FY 2021-22. The local team reviewed one (1) child death with no recommendations since the death was due to perinatal condition – extreme immaturity. The same report will be presented to the Jones County Board of Commissioners. ***A motion was made by Dr. Michele Scott to approve the CFPT Annual Report for fiscal year 2021-22. Motion was seconded by Rev. Dunn. There was no additional discussion. Motion carried unanimously.***

### Other Business

Board of Health Member Attendance information was provided.

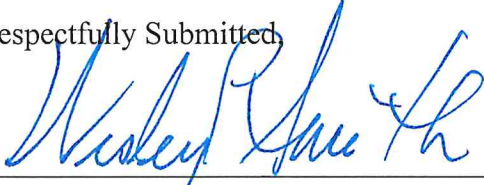
### Next Meeting

The next meeting is scheduled for July 26, 2022 at 6:00 pm.

Adjournment

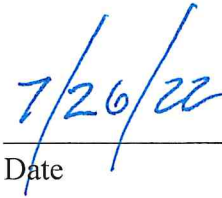
*A motion was made by Rev. Dunn to adjourn the meeting. Motion was seconded by Ken Dillahunt. There was no additional discussion. Motion carried unanimously.*

Respectfully Submitted,



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Wesley P. Smith, Interim Health Director  
Secretary, Ex Officio



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Date