



Jones County Health Department
418 Hwy 58 North, Unit C
Trenton, NC 28585

Phone: (252) 448-9111

Wesley P. Smith
Interim Health Director

Fax: (252) 448-1670

Jones County Board of Health
Regular Meeting Minutes
Tuesday, March 28, 2023

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, Human Services Planner/Evaluator I; Ann Pike, Nursing Supervisor II; Victoria Brown, Administrative Officer I

Absent: Candace Andrews; Dr. Michelle Scott

Public: No members of the public were present.

Call to Order

The meeting was called to order at 6:04 p.m. by Dr. Steve Stelma, Board Chair. He welcomed everyone to the March meeting.

Invocation

The invocation 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 April Aycock. There was no additional discussion. Motion carried unanimously.

Approval of Minutes

A motion was made by Cannon to approve the minutes from the March, 2023 Board of Health Meeting. Motion was seconded by Wayne Hurley. 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 Smith provided an update regarding COVID-19. Dr. Stelma stated that the February COVID-19 report displayed no positive cases throughout the county. According to the updated report from Smith, Jones County has had two (2) active COVID-19 cases since February. Ann Pike notified the board that the clinic staff has continued to wear

masks as a preliminary measure. The current CDC report allows the Health Department to have the option to continue to wear masks. Starting April 3, 2023, the clinic will discontinue the use of masks unless there is a high risk of COVID-19 activity.

Reports

Wesley Smith presented the Monthly Summary Reports for January and February of 2023, as well as the Monthly Spending and Revenue Reports for the period ending February 28, 2023. For the period, the Health Department Spending Report was 28.8% under budget for expenditures, and revenues were 26.9% under budget. The Care Management for High-Risk Pregnancies (CMHRP) program is over budget for the period. The Health Department is not providing CMHRP services anymore due to the contract with Onslow County Health Department. There are, however, two insurance companies that pay CMHRP funds directly to JCHD that are recorded in the financials and forwarded on to Onslow County.

Wesley Smith relayed to the Board that the funds from the State have been deposited into the County's bank account; however, the County is behind several months in posting the revenue to the Health Department's respective programs. Smith has expressed his concerns with the Finance Director and has been following up regularly regarding this issue.

Wesley Smith presented to the Board a list of budget amendments that have been submitted to the finance office to date. Smith will be presenting the Trillium Health Resources grant in the amount of \$7,350 before the Board of Commissioners at their first meeting in April. Adrian Smith had applied for the grant to receive 200 Naloxone kits. This will aid in the continued distribution of Naloxone throughout the county, helping not only the public but EMS, the local VFDs and the Jones County Sheriff's Department, as well. The Health Department has applied for Year 2 of the NC Office of Rural Health Community Health Grant in the amount of \$150,000. We are waiting on approval of this grant.

Adrian Smith provided the Board with an update on re-accreditation. The Health Department passed 146 out of 147 activities. The only activity not met was Activity 30.3 regarding patient privacy within the agency's exam rooms. The Health Department's Dignity and Privacy of Individuals policy states that if a patient is in an exam room, the door shall remain closed. One suggestion to correct this activity was for a partition to cover the exam room door completely. The Health Department was recommended for re-accreditation with honors.

New Business

Board members reviewed the Board of Health Annual Accreditation Calendar for approval. ***A motion was made by Cannon to approve the new Board of Health Annual Accreditation Calendar. Motion was seconded by Dr. Steve Stelma. There was no additional discussion. Motion carried unanimously.***

Wesley Smith and Adrian Smith presented the proposed budget for FY 2023-24 to the Board. The total proposed budget for the upcoming fiscal year is \$1,249,377 which is \$86,433 more than the current fiscal year. The budget included 12 full-time staff positions as well as two (2) contract positions (Health Director and Accounting Tech III). The Environmental Health Programs Coordinator accounts for one (1) part-time position.

The budgeted also included two (2) vacant positions - Public Health Nurse II/School Health Nurse Liaison and Processing Assistant IV. The budget does not include a Cost of Living Adjustment, which will be added at a later date, and does not include any carryover of COVID funds. *A motion was made by Beth Meadows to approve the proposed budget for FY 2023-2024. Motion was seconded by Dr. Stelma. There was no additional discussion. Motion carried unanimously.*

Also presented were the proposed Clinical and Environmental Health Fee Schedules for FY 2023-24. The Comprehensive Clinical Fee Schedule reflects some increases due to acquisition cost or changes in the Medicaid fee schedule. The Environmental Health fee schedule reflected increases in some services based on a comparison of fees charged by neighboring counties. There was discussion by Board members on the counties selected for comparison, and questions about the need to increase some of the Environmental Health fees. *A motion was made by Meadows to approve the proposed fee schedules for FY 2023-2024. Motion was seconded by Cannon. Hurley abstained from voting. Motion carried.*

Other Business

Board of Health Member Attendance information was provided.

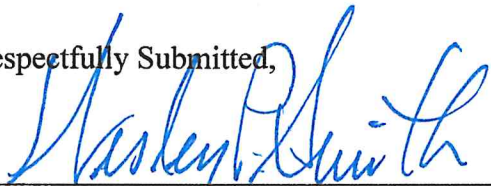
Next Meeting

The next meeting is scheduled for May 23, 2023 at 6:00 pm.

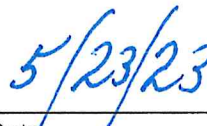
Adjournment

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, Interim Health Director
Secretary, Ex Officio



Date