



Jones County Health Department

418 Hwy 58 North, Unit C

Trenton, NC 28585

Phone: (252) 448-9111

Wesley P. Smith

Fax: (252) 448-1670

Interim Health Director

Jones County Board of Health

Regular Meeting Minutes

Tuesday, November 28, 2023

In Attendance: Candace Andrews; April Aycock; Dana Bender, P.A.; Shivon Cannon; Ken Dillahunt; Rev. Charlie Dunn, Jr.; Wayne Hurley; Beth Meadows; Dr. Justin Shimer; 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

Public: Kyle Smith, County Manager; Phyllis Brimage

Call to Order

The meeting was called to order at 6:09 p.m. by Dr. Steve Stelma. He welcomed everyone to the November meeting.

Invocation

The invocation and blessing for the meal (catered by Vel & Mel's) was given by Rev. Charlie Dunn.

Discussion/Adjustments/Approval of Agenda

A motion was made by Dr. Stelma to approve the amended agenda to include the swearing in of two (2) new Board members. Motion was seconded by Beth Meadows. There was no additional discussion. Motion carried unanimously. April Aycock performed the swearing in of Dana Bender, P.A., and Dr. Justin Shimer. Victoria Brown, Administrative Officer, notarized the documents.

Approval of Minutes

A motion was made by Meadows to approve the amended minutes to reflect the correct name of Phyllis Brimage, the public member in attendance, in the September 26, 2023 Board of Health Meeting. Motion was seconded by Rev. Dunn. There was no additional discussion. Motion carried unanimously.

Public Comment

There was no public comment.

Old Business

Candace Andrews was reappointed by the Board of Commissioners for her third (3rd) term. Justin Shimer was appointed by the Board of Commissioners for his first (1st) term. Dr. Stelma stated that Wayne Hurley, Public Member, will complete his final three-year term on the Board of Health in December of 2023. This will open the position of Public Member at large, in addition to the position of Professional Engineer. The Board will be actively searching for volunteers to fill these positions during the upcoming year.

Reports

Wesley Smith presented the Monthly Summary Reports for September and October of 2023. For the month of October, Smith stated that the Adult Health Primary Care Program has seen 14 clients. Effective November 16, 2023 the Jones County Health Department will be in-network with Blue Cross and Blue Shield of North Carolina for our Adult Primary Care program.

Smith presented the Monthly Spending and Revenue Reports for the month ending October 31, 2023. For the period, we were 14.5% under budget for total expenditures, but over budget for Environmental Health and Food & Lodging programs. These programs typically fluctuate depending upon the number of permits requested. For the period, the Health Department is 24.2% under budget for revenues. Smith included a column in the Revenue Report to reflect funds from State programs that have been deposited into the County's bank account, but not posted into the Health Department's respective programs. He has expressed his concerns with the Finance Director and has been following up regularly regarding this issue. Smith also discussed several budget amendments that were submitted to the finance office, reflecting new funding and line-item transfers.

The Health Department held a free rabies vaccination clinic on September 30, 2023. During the event, 36 animals were vaccinated for one year and 200 were vaccinated for three years, a total of 236 animals vaccinated. Smith stated that AA-546 funds were used to cover the expenses of the clinic.

New Business

Ann Pike presented the Local Disease Incidence/Trend Report for the FY ending on 6/30/2023, Accreditation activity 2.4. The report included a comparison of FY 2022-23 with FY 2021-22. The comparison reflected a decrease in Sexual Transmitted Diseases (Chlamydia and Gonorrhea) by 14 cases. ***A motion was made by Aycock to approve the Local Disease Incidence/Trend Report for the FY ending 6/30/2023. Motion was seconded by Meadows. There was no additional discussion. Motion carried unanimously.***

Smith presented to the Board of Health Accreditation Activity 33.7, Bad Debt Write-Off Report for the FY ending 6/30/2023. The report reflected a request to write off \$2,010.13 in insurance accounts, and \$2,912.24 in self-pay accounts. ***A motion was made by Meadows to approve the Bad Debt Write-Off Report for FY ending 6/30/2023. Motion was seconded by Cannon. There was no additional discussion. Motion carried unanimously.***

The Board of Health elected Dr. Stelma to serve as the Chair and Rev. Dunn to serve as the Vice Chair for the next year. ***A motion was made by Aycock to approve the Chair and Vice Chair for 2024. Motion was seconded by Meadows. There was no additional discussion. Motion carried unanimously.***

Smith presented the meeting schedule for 2024 to the Board for their approval. *A motion was made by Meadows to approve the meeting schedule for 2024. Motion was seconded by Cannon. There was no additional discussion. Motion carried unanimously.*

Other Business

Member attendance information was provided to the attendees.

Next Meeting

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


Adjournment

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

Respectfully Submitted,



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



Date