

MINUTES
PERSON COUNTY BOARD OF HEALTH MEETING
FEMA ROOM
July 27, 2020

A regular meeting of the Person County Board of Health was held in the FEMA room of the Person County Government complex. The following members constituting a quorum were present: Dr. Jeffrey Noblett, Phillip Edelblute, Dr. Kimberly Yarborough, Dr. Stephen Saunders, Ted Michie, Dr. Christopher Atkins, Patsy Clayton, Dr. Barbara Harris, and Ben Tillett were present. Ray Jeffers was absent. Also present were Harold Kelly, Environmental Health Supervisor, LeighAnn Creson, Quality Assurance Specialist, Jennifer Melton, Administrative Assistant, and Janet Clayton, Health Director.

A. Call to Order

Dr. Jeffrey Noblett, Chairman of the Board of Health called the meeting to order at 7:00 p.m.

Steven Bailey was recognized for his dedication to Person County and for his 15 years of service on the Board of Health. Janet thanked Mr. Bailey for his leadership that he has provided through the years.

B. Public Comment Period

No members of the public were present for comment.

C. Consent Agenda

A motion to approve the consent agenda was made by Dr. Kimberly Yarborough, seconded by Dr. Stephen Saunders, and the motion carried.

D. Financial Report: June 2020

Janet Clayton presented the financial reports for May and June 2020. Medicaid cost settlement was received in June. Ms. Clayton noted that the cost settlement was from the previous year's services. Next year, very little cost settlement will be received due to not having Family Planning and Maternal Health clinics for fiscal year 2020. A motion to approve the financial reports was made by Dr. Stephen Saunders, seconded by Dr. Kimberly Yarborough, and the motion carried.

E. SOTCH Report

Board of Health members received a copy of the 2019 State of the County Health Report in their packets for review prior to the meeting. During the meeting, data about leading causes of death, infant mortality, teen pregnancy, communicable diseases, as well as data relative to our priority areas was reviewed. The SOTCH Report review also included information about how priority areas had been addressed in calendar year 2019; emerging issues in public health; new initiatives/opportunities in public health; and how anyone interested could get involved in helping to address our priorities. Board members were informed about accessing the SOTCH Report. There was brief discussion about kidney disease (as it had moved from the 12th to 9th leading cause of

death) as well as how we could obtain more overweight/obesity data for children for future reports.

F. Bad Debt Write-Off- \$487.32

Janet presented the bad debt write-off for Personal Health services. A motion to approve the bad debt write-off of \$487.32 was made by Dr. Kimberly Yarborough, seconded by Dr. Christopher Atkins, and the motion carried.

G. Fee Schedule Amendments

Janet reviewed the proposed fee schedule amendments which includes adding Telehealth codes, and a code for billing COVID-19 sample collection to Medicaid. Fees will be increased for adult Hepatitis A vaccine and Menactra vaccine. A motion to approve the proposed fee amendments was made by Patsy Clayton, seconded by Ted Michie, and the motion carried.

(G) 1. Budget Amendment

Additional grant funds were received for WIC and Communicable Disease totaling \$46,772. These funds will be spent on contracted services, departmental supplies, educational/medical supplies, and capital outlay. A motion to approve the budget amendment was made by Dr. Stephen Saunders, seconded by Dr. Kimberly Yarborough, and the motion carried.

H. COVID-19 Update

Janet Clayton presented the Person County COVID-19 update to the Board. This presentation outlined the response timeline and statistics, as well as providing answers to recurrent social media questions.

I. Department Services Update

Family Planning and STD clinics will resume on August 10, 2020. Clinic will be held one day per week and extending to two days per week within 1-2 months; Maternal Health clinic will be added at that time.

J. Staff Liaison Updates

- **Personal Health**
 - CC4C Social Worker and Medical Lab Tech will be starting on August 3rd. PHN II will be starting on August 7th. The PHN III/ FP STD Coordinator position has been reposted.
- **Environmental Health**
 - Applications for services remains high.
 - EnerGov implementation will resume again next week.
 - Bonnie has resumed inspections.
 - Jake will be working with GPS project once IT issues are resolved.

K. BOH Handbooks

Janet distributed flash drives that include updated BOH handbook, 2020-2021 meeting schedule, members list, BOH operating procedures, and approved budget.

L. Health Director's Report

- WIC will continue to process clients remotely through September 30, 2020.
- The State WIC office has completed the 2020 WIC Program Review and the report of their findings will be mailed.
- Majority of staff is operating again following the cyber incident. All county emails are functioning.
- Juvenile Justice has moved into the vacant MSA area. The health department will maintain access to the storage room; EMS will also use this room for storage.
- EMS will continue to use the classroom as needed for meetings etc. We are looking into using COVID funds to renovate the social work area into an additional training room/meeting space.

Dr. Jeffrey Noblett asked if the State consulted the health department when they were making a decision regarding the re-opening of schools. Janet Clayton stated that health directors were given a "State re-opening tool kit", but were not given an opportunity to discuss it with the State until last week.

M. Adjournment

Having no further business to discuss, a motion to adjourn was made by Dr. Stephen Saunders, seconded by Dr. Kimberly Yarborough, and the motion carried.

Respectfully submitted,

Janet Clayton
Health Director/Secretary