

MINUTES
PERSON COUNTY BOARD OF HEALTH MEETING
FEMA ROOM
August 24, 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. Stephen Saunders, Ted Michie, Dr. Christopher Atkins, Patsy Clayton, Dr. Barbara Harris, and Dr. Ben Tillett were present. Ray Jeffers and Dr. Kimberly Yarborough were absent. Also present were Tabatha Philpott, Nursing Supervisor, 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.

B. Public Comment Period

No members of the public were present for comments or questions, including comments or questions regarding the reopening of our Family Planning and STI clinics.

C. Consent Agenda

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

D. Financial Report: July 2020

A motion to approve the financial reports was made by Dr. Stephen Saunders, seconded by Ted Michie, and the motion carried.

E. Budget Amendment

Additional Communicable Disease funds were received for COVID-19 related activities. These funds will be spent on contracted services including hiring a temporary employee for contact tracing, and on vaccine campaigns and other related services. A motion to approve the budget amendment was made by Dr. Stephen Saunders, seconded by Dr. Ben Tillett, and the motion carried.

F. COVID-19 Update

Janet Clayton presented the Person County COVID-19 update to the Board. This presentation outlined statistics, trend line, COVID-19 vaccine information, and answers to recurrent social media questions. Dr. Christopher Atkins mentioned that it may be helpful to the community to document the number of new active cases per week as a separate item. Janet and Tabatha Philpott will explore adding this item to the Weekly COVID-19 Status Report. Phillip Edelblute asked if Person County Health Department had a freezer that is sufficient to keep the COVID-19 vaccine at the temperature that is required. Tabatha Philpott responded that the health department does have a sufficient unit. Dr. Christopher Atkins asked if we expect the demand to be higher or lower initially for citizens who want the vaccine. Janet replied that she felt citizens would be skeptical at first due to this being a new vaccine. Dr. Jeffrey Noblett asked if any cases have been reported in the school system since reopening. Tabatha Philpott responded that there have been no positive cases involving someone inside the schools, only close contacts of positive cases.

G. Department Services Update

- Family Planning and STI clinics resumed on August 10, 2020. Clinics are being held one day per week and extending to two days per week soon.
- Tabatha is providing Enhanced Role STD nurse services every Wednesday.
- MOU is still in place with PFMC for STD services.
- MOU also in place with Roxboro Family Medicine.
- School immunizations are being provided in addition to clinical services.
- WIC is operating remotely.
- Management Support staff are screening individuals outside the building for temperature/symptoms as well as screening them the day before a scheduled appointment.

H. Staff Liaison Updates

- **Personal Health**
 - Maternal Health program to resume in the next month.
 - Shannon Tilley, Medical Lab Tech started on August 3rd.
 - Madison Daly, CC4C Social Worker started on August 3rd.
 - Hillary Gilbert, CC4C/OBCM Supervisor started on August 7th.
 - Vacant OBCM position has been offered. Pending clearance from HR.

- Funds from Child Health agreement were used to purchase extended use car seats. Deployed first car seat today to a mother in need.
- Planning for flu clinics to begin soon. Have applied for a “Bright Ideas Grant” which will provide funds for increasing flu clinics and supplies.
- Planning for COVID-19 vaccine clinic.
- **Environmental Health**
 - Demand for services has been steady.
 - EnerGov software training/modification has continued virtually.
 - In a few weeks, we will begin using new software to facilitate food and lodging program inspections and reporting. We are optimistic that this software will be a significant improvement over state software currently being used. Restaurant inspections will be automatically placed online for public viewing.

I. Health Director’s Report

- **Various Updates**
 - On August 3, the Board of Commissioners approved the fees as approved by the BOH on 7/27.
 - Family Planning and STD services resumed on August 10.
 - A large amount of staff time including the health director’s is consumed with the COVID-19 response.
 - WIC continues to serve clients via phone and remote loading of cards and have received a grant to purchase mobile technology. WIC continues to meet or exceed caseload.
 - Immunizations are being provided by appointment.
 - I participated in the PC Animal Services Advisory Board meeting on 8/12.
 - Minor’s Opt Out training will occur in the coming months. This must be in place by 10/2021.
 - State Center for Health Statistics is implementing an electronic death registration system, “NC DAVE”. This training will begin in the coming months as well. Pilot group will begin in late September/early October; then others will about 60 days afterwards.
 - School immunization requirements were given a 30-day extension.
 - There will be approximately \$1.5 million for flu messaging. Adult vaccine will be available through the State as well.

- Various meetings continue to be held via Zoom and other means to incorporate social distancing guidelines. Staff are continuing to not congregate in breakrooms, hallways, offices, etc.
- As time allows, staff are continuing to purge and scan files and various areas.
- **Personnel**
 - Social Worker II-CC4C- Madison Daly- 8/3/20
 - Med Lab Technician I- Shannon Tilley-8/3/20
 - PHN II- Care Management- Hillary Gilbert-8/7/20
 - The following positions are vacant:
 - Community Health Technician I- Part-time
 - Public Health Nurse II- Clinic
 - Public Health Nurse II- Clinic
 - Public Health Nurse III- FP/STD Program Coordinator (Posted twice, no applicants; will requested repost)
 - PHNIII-PH Emergency Preparedness Coordinator, is being reclassified.
 - Social Worker II- OBCM- Chiletta Collins resigned 8/10/20

J. Adjournment

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

Respectfully submitted,

Janet Clayton
Health Director/Secretary