

MINUTES
PERSON COUNTY BOARD OF HEALTH MEETING
FEMA ROOM
February 22, 2021

A regular meeting of the Person County Board of Health was held in the FEMA room of the Person County Human Services complex. The following members constituting a quorum were present: Patsy Clayton, Dr. Jeffrey Noblett, Phillip Edelblute, Gordon Powell, Ted Michie, Dr. Barbara Harris, Dr. Stephen Saunders, Dr. Ben Tillett, Dr. Kimberly Yarborough and Dr. Christopher Atkins. Board member Michael Lagaly was absent. Also present were Harold Kelly, Environmental Health 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.

C. Consent Agenda

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

D. Financial Reports: January 2021

Janet Clayton reviewed the Board of Health financial reports for January 2021. She stated that revenues from Medicaid cost settlements have been distributed, Environmental Health is ahead in fees being collected due to an increased demand for services, and additional funds for COVID response have been received. A motion to approve the financial report was made by Dr. Stephen Saunders, seconded by Dr. Ben Tillett, and the motion carried unanimously.

E. Budget Amendment

COVID-19 funding related to communicable disease detection, infection prevention, and vaccinations have been allocated by NCDHHS in the amount of \$63,564.00, and the funding will be allocated to salary and wages of response staff. A motion to accept the budget amendment was made by Dr. Kimberly Yarborough, seconded by Dr. Barbara Harris.

F. COVID-19 Update

Janet Clayton presented the Person County COVID-19 update to the Board. This presentation outlined updated statistics, COVID-19 vaccine information including vaccine phases, and continued response. Discussion followed the presentation on the following topics: vaccine manufacturers, vaccine phases, and vaccine clinics and scheduling.

G. Communicable Disease Report

Communicable Disease report will be presented at the March 2021 meeting.

H. Staff Liaison Updates

- **Environmental Health**

- Site evaluations are 8 weeks behind.
- Beginning to see more applications for septic system repairs.
- Bonnie is obtaining water samples to test for lead for daycare providers.
- Jake is preparing to take Environmental Health Specialist exam and is signed up for Public Health Law course.
- Adam still working on implementing EnerGov software.
- Henrietta Moore will be retiring on April 1, 2021.

- **Personal Health**

- CC4C and OBCM social workers will be attending a car seat safety training. A car seat safety event will be planned after training for the community.
- We continue to have FP, STD, and MH clinics.
- Reviewing new Agreement Addenda for next fiscal year.

Dr. Ben Tillett mentioned the NALBOH Spring symposium is scheduled for March 24, 2021 via Zoom. Dr. Tillett will forward the information to Janet, and she will forward to Board members. Cost is \$50, but Dr. Tillett can give Board members a code to apply at registration that will offset the \$50 cost.

I. Health Directors Report

- **Budget-**

- Meetings have been held with Management Team members.
- Personnel Budget - Submitted
- Operating Budget – will be submitted this week
- Fees have been reviewed and will be submitted this week.
- Local mental health applications have been distributed and are due 2/26.
- Agreement Addenda have been received from NCDPH and are being reviewed.

- **Various Updates-**

- A large amount of staff time, including the health director's, continues to be consumed with the COVID-19 response.
- The Board of Commissioners approved the COVID-19 vaccination administration fees on February 16th as approved by the BOH on 1/25.
- WIC continues to serve clients via phone and remote loading of cards.
- Immunizations are being provided by appointment.

- On February 11, I attended the Person County Animal Services Advisory Board meeting.
 - I participated in the NCALHD monthly meetings.
 - I am currently serving as the vice-president of the North Carolina Alliance for Public Health Agencies.
 - 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.
- **Personnel-**
 - The following positions are vacant:
 - Community Health Technician I- Part-time
 - Human Services Evaluator I (formerly PHNIII-Preparedness Coordinator) Position in under review.

J. 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 unanimously.

Respectfully submitted,

Janet Clayton
Health Director/Secretary