

MINUTES
PERSON COUNTY BOARD OF HEALTH MEETING
PCHD TRAINING ROOM
February 28, 2022

A regular meeting of the Person County Board of Health was held in the Training Room of the Person County Health Department. The following members constituting a quorum were present: Phillip Edelblute, Ted Michie, Dr. Christopher Atkins, Gordon Powell, Dr. Barbara Harris and Dr. Ben Tillett were present. Dr. Kimberly Yarborough, Dr. Jeffrey Noblett, Patsy Clayton, and Dr. Stephen Saunders were absent. Also present were Bonnie Holt, Interim Environmental Health Supervisor, Tabatha Philpott, Nursing Supervisor, Jennifer Melton, Administrative Assistant, and Janet Clayton, Health Director.

A. Call to Order

Dr. Christopher Atkins, Vice-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 comment.

C. Consent Agenda

A motion to approve the consent agenda was made by Dr. Ben Tillett, seconded by Gordon Powell, and the motion carried.

D. Financial Reports: January 2022

A motion to approve the financial reports was made by Ted Michie, seconded by Phillip Edelblute, and the motion carried.

E. Educational Session-Family Planning, Maternity, and STD Programs

Casey Carver, Maternity Clinic Coordinator, and Hillary Gilbert, FP/STD Program Coordinator shared a presentation highlighting the Maternal Health, Family Planning, and STD programs offered at Person County Health Department. Services within these programs include:

- Providing patient education and counseling on contraceptive methods and STD's
- Physical examinations
- Laboratory testing
- Basic infertility services
- Cervical and breast cancer screening
- Emergency contraception
- Routine prenatal screening
- Post-partum examinations

Casey and Hillary are currently enrolled in the STD Enhanced Role Registered Nurse program offered through UNC Gillings School of Public Health. Once this course is

successfully completed, Casey and Hillary will be able to perform STD exams following standing orders and treat the individuals if necessary.

F. Community Survey Report

Janet Clayton reviewed the results of the PCHD Community Survey 2021. Overall results were positive. In regards to hours of operation, several stated that the health department should stay open later one evening per week. Ms. Clayton stated that this has been tested several times in previous years, and the show rate for appointments was very low considering the amount of staff required to run the clinic. Evening vaccination clinics are offered throughout the year as needed. There were no recommendations for changes made by the Board.

G. Pharmacy Bid

Janet Clayton, Health Director, reported that a bid request for pharmacy services for Personal Health services was mailed to all local pharmacies. Only one bid was received. Community Pharmacy-Roxboro submitted a bid proposal of \$5.00 per prescription. Ms. Clayton stated the bid was \$.50 higher than the current price. A motion to award the contract to Community Pharmacy-Roxboro was made by Dr. Barbara Harris, seconded by Dr. Ben Tillett, and the motion carried.

H. Fee Schedule Amendment-COVID vaccine administration fees

NC Medicaid has increased the reimbursement for COVID vaccine administration to \$65.00 retroactive to 4/1/21. The current administration fee will be increased from \$50.00 to \$70.00. A motion to accept the fee schedule amendment was made by Phillip Edelblute, seconded by Ted Michie, and the motion carried.

I. Budget Amendment

- AA 716 COVID Vaccination Program - \$182,935.00
 - Funds will be allocated for salary (\$175,000.00) and contracted services (\$7,935.00). Dr. Atkins asked how the funds could be allocated to staff salary. Ms. Clayton explained that employees fill out a monthly time study allocating time to the different programs they work in daily. Staff time is billed to the programs indicated on each time study.
- AA 620 ARPA COVID-19 School Health Team Workforce - \$108,006.00
 - Funds will be allocated to contracted services. Ms. Clayton stated that this money could be passed through to Person County Schools. Once the funds are allocated, she will request a meeting with the school superintendent to discuss. According to the State, charter schools are not eligible for these funds.
- CD-COVID Vaccination Fees - \$250,000.00
 - Funds will be allocated to contracted services

Discussion was held regarding the amounts dispersed to each county. A motion to approve the budget amendments was made by Dr. Ben Tillett, seconded by Phillip Edelblute, and the motion carried.

J. COVID-19 Update

Janet Clayton presented the Person County COVID-19 update to the Board. This presentation outlined the current statistics of positive cases, CDC COVID County view of level of community transmission in NC, COVID-19 response, and COVID vaccination data. Tabatha Philpott, Nursing Supervisor went over each COVID-19 vaccine that is available at the health department. The FDA has put the meeting regarding vaccine availability for ages 6 months to 4 years on hold. In a new standing order from the State, the timing of when the second dose should occur is changing based on whether the patient is immunocompromised, 65 years of age or older, or has an underlying medical condition that makes them at greater risk for COVID-19. Patients who are not immunocompromised, 65 or older, or have an underlying medical condition are given the option to have the second dose 8 weeks after the first dose of Moderna or Pfizer.

K. Communicable Disease Report

Janet Clayton distributed and reviewed the 2021 Communicable Disease report. Person County had 436 reportable cases. 402 cases were sexually transmitted infections with 263 Chlamydia cases, 124 Gonorrhea cases, and 15 Syphilis cases. There were 14 foodborne illness cases and 20 general communicable disease cases. The report shows an increase in sexually transmitted infections and general communicable disease cases.

L. Staff Liaison Updates

- **Personal Health**
 - The Medical Laboratory Tech I position was offered and accepted. Start date is 3/14/22.
- **Environmental Health**
 - Jake and Currin attending a virtual training for pool authorizations on Wednesday. Bonnie will work with them on completing pool inspections this pool season.

M. Proposed April Meeting Date Change- April 18

Janet Clayton requested that the April Board of Health meeting be moved to April 18. Ms. Clayton has a meeting in Asheville that begins on Tuesday, April 26 at 9:00 a.m. A motion to approve the April meeting date change was made by Dr. Barbara Harris, seconded by Ted Michie, and the motion carried.

N. Health Director's Report

- ❖ **Public Health Month Breakfast is April 13.**
- ❖ **Budget-**
 - Operating and personnel budgets were submitted by the required deadline to the appropriate county department.
- ❖ **Various Updates-**
 - COVID- see update

- The Accreditation Team met for its annual training with the NC Local Health Department Accreditation staff on 1/26.
- Our Internal Equity Workgroup met on 2/9 to complete the agency assessment.
- The Region V Workforce group continues to meet to discuss the needs of our region and the best approach. LeighAnn Creson and Jennifer Melton are participating with me on this group.
- We are continuing to experience building maintenance issues. HVAC issues continued to be an issue in the immunization room area; thanks to the efforts of Tabatha and General Services, a solution has been found. On 2/23/2022, Brixmor plumbers working resulted in no water in the facility for the afternoon of 2/23 and all day on 2/24 resulting in closure of the facility on 2/24.
- ADA door openers have been installed on the HD front doors. Openers will also be installed on the FEMA room doors.
- The QIA team held its quarterly meeting.
- PCHD vital records staff are working with Person Co. Register of Deeds to implement NCDAVE and other improvements.
- I participated in the NCALHD monthly meetings (2/16 and 2/17) and the NCAPHA quarterly meeting on 2/17.
- I participated in the Person County Partnership for Children's board meeting on 2/24 and the finance committee meeting on 2/22.
- Bonnie, Adam, and I participated in a virtual meeting with County IT and Tyler Technologies to discuss the feasibility of incorporating EH documents which are stored in Laserfiche into Energov on 2/22.
- Various meetings continue to be held via Zoom and other means to incorporate social distancing guidelines. We are continuing to require masks of everyone in public areas.

❖ **Personnel-**

- The following positions are vacant:
 - Environmental Health Supervisor II- The Office of State Human classified position as an EH Supervisor II instead of an EH Supervisor I. Position was posted on 2/18 and will close on 3/4.
 - Medical Laboratory Technician I- Position has been accepted; applicant will begin 3/14.
 - Health Educator I- Position has been accepted; applicant will begin on 3/14.
 - Community Health Technician I- Part-time
 - WIC Breastfeeding Peer Counselor- Part-time position- assessing the appropriate structure for this position.

❖ **Next meeting is Monday, March 28th.**

O. Board Member Remarks

Dr. Ben Tillett provided an update of activities during the NACCHO Virtual Hill Week. Dr. Tillett met virtually with representatives of Senators Burr and Tillis and Representative

Budd's offices on Tuesday, February 22. He shared with the Board of Health members a handout that he had also shared during the meetings. The handout included information about PCHD budgets and programs. Dr. Tillett reported additional information had been requested by all three offices regarding the MDPP program. He responded with information provided by LeighAnn Creson and Janet Clayton regarding the program.

P. Adjournment

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

Respectfully submitted,

Janet Clayton
Health Director/Secretary

Dr. Jeffrey Noblett, Board Chair