

MINUTES
PERSON COUNTY BOARD OF HEALTH MEETING
PCHD TRAINING ROOM
June 27, 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, Dr. Christopher Atkins, Gordon Powell, Patsy Clayton, Dr. Jeffrey Noblett, Dr. Stephen Saunders, Dr. Ben Tillett, Dr. Barbara Harris, and Dr. Kimberly Yarborough were present. Randy Eakes was present via telephone. Ted Michie was absent. Also present were Bonnie Holt, 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.

Dr. Noblett recognized Dr. Stephen Saunders for his 15 years of service on the Board of Health. Dr. Steve Garrett has agreed to fill Dr. Saunders position on the board.

Dr. Noblett also recognized Randy Eakes who joined the meeting via telephone. Randy will fill the Engineer position; he introduced himself and gave a brief summary of his career.

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. Stephen Saunders, seconded by Dr. Ben Tillett, and the motion carried.

D. Financial Reports: May 2022

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

E. Staff Liaison Updates

- **Personal Health**
 - There is a clinic nurse position open and will be posted soon.
 - There was an Immunization Program routine audit by NCDPH earlier in June 2022, which resulted in no corrective action plans.

COVID Vaccines:

- We are now offering Pfizer 6 month – 4 years vaccine; 3 dose series
- Moderna expanded their COVID vaccine to 12+ instead of 18+
- Moderna carries a COVID vaccine for 6 months – 5 years and a vaccine for 6 years – 11 years; we did not receive this vaccine from the State
- Continuing to offer Moderna 1st, 2nd, additional, and boosters; Pfizer 1st, 2nd, 3rd, additional, and boosters
- Moderna and Pfizer continue to recommend a booster for those 18+ and a 2nd booster for those 50+ which equals 4 total doses; moderately to severely immunocompromised individuals can receive up to 5 doses (3 primary, 2 boosters)
- No booster dose recommendations for Pfizer 5-11 years unless they are immunocompromised and they are eligible for 1 booster dose
- No booster dose recommendations for Pfizer 12-17 years unless they are immunocompromised and they are eligible for 2 booster doses

As of 6/24/2022 the NCDHHS Strong Schools Toolkit is transitioning to CDC Guidance. NCDHHS has given guidance to follow CDC's Operational Guidance for K12 Schools; physical distancing is no longer recommended, universal contact tracing is not recommended, but testing, ventilation, and cleaning should remain as important layers of protection.

NCDHHS will continue to send out supplemental materials to compliment planning for the next school year. The NCDHHS Child Care Toolkit is still in effect as well as camp guidance.

Phillip Edelblute asked if the Board needed to vote on billing codes for the 6 month-4 years vaccine. Ms. Clayton stated that we do not have the billing codes at this time.

Dr. Christopher Atkins asked if the updates to the Strong Schools Toolkit will change the protocol for people exposed to COVID in the school system. Ms. Clayton stated that physical distancing and universal contact tracing will no longer be recommended; testing, ventilation, and cleaning will remain in place for prevention.

- **Environmental Health**

- Change in QA Policy for Food & Lodging-changing from fiscal year to calendar year.

F. Health Director's Report

❖ **COVID-**

- Cases remain above 10%.
- Vaccine demand is increasing.
- Staff continue to participate in calls with NCDHHS.

- NCDHHS closed testing site.
- PCHD staff will participate in a debriefing session on June 29 at Palace Pointe.

❖ **Budget-**

- The Board of Commissioners approved the budget for FY23.
- The new Environmental Health position was approved.
- The part-time WIC Breastfeeding Peer Counselor position was approved.

❖ **Various Updates-**

- After the May 17th meeting with Kendall Phelps of Country Club Convenience, the regional state consultant clarified that an event may last longer than one occurrence as long as the event adheres to a published schedule. This requires one permit instead of monthly permits. Mr. Phelps requested a refund for all of his permits from the past. The County issued a refund totaling \$2,775.00.
- On May 24th, I participated in the annual Home Care and Community Block Grant meeting to discussion allocations for FY23.
- I participated in the monthly Community Mental Health Advisory Committee meeting on June 13th.
- Tabatha Philpott, Joshua Holland, and I continue to participate in the county shelter planning meetings.
- The Region V Workforce group continues to meet to discuss the needs of our region and the best approach. LeighAnn Creson, Jennifer Melton and I continue to participate in this group.
- Management Team and staff are reviewing all department and programmatic policies and standing orders.
- I attended the monthly NCALHD meeting on 6/15 and 6/16, and the NCAPHA Board meeting on 6/16 while in Raleigh.

❖ **Personnel-**

- The following positions are vacant:
 - Environmental Health Program Specialist position- Position was offered and declined. Position has been reposted.
 - Adam Currin, EHS, has resigned effective 7/8/22. Position will be posted.
 - New EHS position has been submitted to OSHR for approval.
 - Community Health Technician I- Part-time
 - WIC Breastfeeding Peer Counselor- Part-time position was approved and will be posted.
 - Vacant Public Health Nurse II position will be posted.

❖ **Next meeting is Monday, July 25 at 6:00 pm.**

In regards to the permitting for events at Country Club Convenience, Dr. Ben Tillett asked if there was a change in the interpretation of the rule, or was it a new clarification from the State regarding events. Ms. Clayton stated the local interpretation of an event is that it occurs once, but the regional state consultant clarified that if an establishment has a schedule of events for the year and no changes occur with date, time, location, etc., one permit covers all the events.

G. Health Director's Annual Summary/Job Description

A copy of the Health Director's job description and annual summary were included in the BOH packet for review. The budget amount and FY were highlighted on page 1 of the job description. These were the only two changes from the previous job description. A motion to approve the job description was made by Dr. Kimberly Yarborough, seconded by Dr. Stephen Saunders, and the motion carried.

Ms. Clayton also reviewed the annual summary with the board. Dr. Jeffery Noblett mentioned that he was not aware that Person County Health Department (PCHD) serves as the fiscal agent for local mental health funding. He asked Ms. Clayton to provide a brief explanation. Ms. Clayton stated that Person County Government provides approximately \$600,000 in funding for mental health services in Person County. Portions of the funding are allocated for the following: direct services provided by Vaya Health, lease for the space occupied by Freedom House, various other items, and PCHD manages \$209,000, which is allocated for local Mental Health/Behavioral Health providers in the county, such Roots and Wings, Partnership for Children, Oxford House, Person Family Medical Center, and for telepsychiatry services for Person County jail inmates. There is an application process for funding. Applications are reviewed by Janet Clayton and Katherine Cathey, assistant county manager; recommendations for funding are then submitted to the county manager. Once funding is approved by the Board of Commissioners, Ms. Clayton generates the contracts, and the entities provide invoices for payment to the health department. The entities also provide quarterly reports for the services provided.

H. Closed Session-Personnel

A motion to enter into closed session to discuss personnel was made by Dr. Stephen Saunders, seconded by Gordon Powell, and the motion carried.

A motion to return to open session was made by Dr. Stephen Saunders, seconded by Dr. Kimberly Yarborough, and the motion carried unanimously.

A motion to approve the findings of the Personnel Committee regarding the health director's performance review was made by Dr. Kimberly Yarborough, seconded by Dr. Ben Tillett, and the motion carried unanimously.

I. Board Member Remarks

Dr. Jeffrey Noblett recognized Dr. Ben Tillett as a candidate for the president of NALBOH. Dr. Tillett shared more insight into NALBOH and provided an update from ANCBH. He shared information regarding a training sponsored by ANCBH. The topic is “Options for Organizing and Governing Your Local Health Department” and will be held virtually on August 11, 2022 at 2:00 pm. Janet has emailed the flyer to board members.

Dr. Stephen Saunders shared that he has learned a lot about the operations of the health department and public health over his 15 years serving on the Board of Health. He encouraged each member to continue to learn more and to be engaged and supportive. Dr. Noblett reiterated the board’s and the department’s appreciation for his service and dedication.

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.

Respectfully submitted,

Janet Clayton
Health Director/Secretary

Dr. Jeffrey Noblett, Board Chair