

MINUTES
PERSON COUNTY BOARD OF HEALTH MEETING
PCHD TRAINING ROOM
July 25, 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, Gordon Powell, Patsy Clayton, Dr. Jeffrey Noblett, Ted Michie and Dr. Kimberly Yarborough were present. Randy Eakes, Dr. Christopher Atkins, Dr. Barbara Harris, and Dr. Ben Tillett were absent. Also present were LeighAnn Creson, Quality Assurance Specialist/Health Educator, 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 6:00 p.m.

B. Public Comment Period

No members of the public were present for comment.

C. Consent Agenda

An updated meeting agenda was distributed to members prior to the meeting. A motion to approve the consent agenda was made by Dr. Kimberly Yarborough, seconded by Patsy Clayton, and the motion carried.

D. Financial Reports: June 2022

A motion to approve the financial reports was made by Gordon Powell, seconded by Patsy Clayton, and the motion carried.

E. Fee Schedule Amendment-COVID 19 vaccines and Monkeypox testing

An updated fee schedule document was distributed to members prior to the meeting. CMS has released additional CPT codes for the administration of Pfizer and Moderna COVID vaccine for the following age groups: under five years old and five to eleven years old. CMS has also released coding for monkeypox testing. Codes are not available for monkeypox vaccine at this time. Discussion was held regarding the process for monkeypox testing. A motion to accept the fee schedule amendment was made by Dr. Kimberly Yarborough, seconded by Phillip Edelblute, and the motion carried.

F. Patient Satisfaction Survey Reports (Family Planning, Maternity, STI)

LeighAnn Creson, Quality Assurance Specialist/Health Educator reviewed the results of the patient satisfaction surveys for the Family Planning, Maternal Health, and STI programs. The overall results were positive and the majority of surveys indicated that clients learn of Health Department services through a family/friend or doctor's office. There were no recommended changes in operations or services.

G. Client Satisfaction Survey Report

LeighAnn Creson, Quality Assurance Specialist/Health Educator reviewed the results of the client satisfaction surveys. This is a more generic survey that can be conducted with any Health Department program/service. Survey responses came from clients served through the Environmental Health, Health Education, WIC, Immunization, and Care Management Programs. The overall results were positive. There were no recommended changes in operations or services.

H. Budget Amendments

- 403 WIC - \$5,378.00
 - Funds will be allocated for employee training (\$2,000.00) and contracted services (\$3,378.00).
- 546 CD Pandemic Recovery - \$240,310.00
 - Funds will be allocated to contracted services.
- 543 ELC Enhancing Detection Act - \$956.00
 - Funds will be allocated to contracted services.
- 620 ARPA COVID 19 School Health - \$108,006.00
 - Funds will be allocated to contracted services.

Discussion was held regarding allocating to contracted services. A motion to approve the budget amendments was made by Dr. Kimberly Yarborough, seconded by Phillip Edelblute, and the motion carried.

I. Staff Liaison Updates

- **Personal Health**
 - There is a clinic nurse position posted and will close on 8/2.
 - Care Management staff will be attending Children's Health Day on 8/13.
 - Family Planning/STD and Maternal Health coordinators will be attending an informational session on 8/5 with Roxboro Community School counselors.
 - COVID cases are increasing slightly.
 - Staff continue to attend calls/webinars regarding monkeypox. Information is being provided to healthcare providers in the county. As of 7/23 there were 27 cases in NC.
 - EPI team convened on 7/14 to discuss monkeypox.
 - Continue to administer all COVID vaccines each Thursday.

- **Environmental Health (presented by Janet Clayton)**
 - Currently 8 weeks out from site evaluation applications. A large 17 lot subdivision has been finalized. This project will push our time frame out by at least 1-2 weeks.
 - EH Specialist position has closed and interviews are scheduled.
 - New position for EH has been submitted to the state for approval.
 - EH Program Specialist position will be reposted.
 - New Session Law, SL2022-11
 - Sec.2 Newly adopted wastewater rules, 15A NCAC 18E, will take effect on January 1, 2024.
 - Sec.4 The LSS-COVID-19 permitting process will expire on January 1, 2023.
 - Sec.6 Removes the LHD requirement to conduct private drinking water well grouting inspections effective October 1, 2022.

J. BOH Handbooks (distributed at meeting)

Janet Clayton distributed flash drives that include the updated BOH handbook. A hard copy of the table of contents was distributed at the meeting.

K. Health Director's Report

❖ Various Updates-

- Met with interim County Manager Ralph Clark regarding the building lease.
- On June 28th, I participated in the VAYA regional board meeting.
- I participated in PHWINS Kickoff on June 30th.
- I attended the PCPFC meeting on July 1.
- Child Fatality Prevention Team met on July 6.
- I attended the Healthy Personians meeting on July 11.
- Conducted orientation for Randy Eakes on July 11.
- All staff completed annual fit testing on July 12 & July 13.
- EPI team met to discuss COVID and monkeypox on July 14.
- County Commissioners approved the School Nurse Funding Initiative (SNFI) contract on 7/18.
- PCHD will be participating in National Night Out on August 2.
- Public Records Request received asking for all disinterment/reinternment permits issued since 2002.

❖ Personnel-

- The following positions are vacant:
 - Environmental Health Program Specialist position- Position was offered and declined. In process of reposting.
 - Adam Currin, EHS, resigned effective 7/8/22. Position was posted and interviews are scheduled.
 - 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 has been posted and closes on 8/2.

❖ **Next meeting is Monday, August 22 at 6:00 pm.**

L. Board Member Remarks

Gordon Powell mentioned that Elliott Clark with VAYA is looking for a building/space to establish an office in Person County.

M. Adjournment

Having no further business to discuss, a motion to adjourn was made by Gordon Powell, seconded by Phillip Edelblute, and the motion carried.

Respectfully submitted,

Janet Clayton
Health Director/Secretary

Dr. Jeffrey Noblett, Board Chair