

MINUTES
PERSON COUNTY BOARD OF HEALTH MEETING
PCHD TRAINING ROOM
October 24, 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: Gordon Powell, Patsy Clayton, Randy Eakes, Dr. Steve Garrett, Ted Michie, Dr. Ben Tillett, and Dr. Christopher Atkins. Dr. Jeffrey Noblett, Phillip Edelblute, Dr. Barbara Harris, and Dr. Kimberly Yarborough were absent. Also present were Tabatha Philpott, Nursing Supervisor, Bonnie Holt, Environmental Health 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 6:00 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. Stephen Garrett, seconded by Randy Eakes, and the motion carried.

D. Financial Reports: September 2022

Janet Clayton reminded the Board of Health members that local appropriations are distributed quarterly and are not included in the revenues on the September 2022 report. Also, the department is behind on receiving quarterly payments from the Managed Care Organizations. NCALHD leadership is working with the NC Division of Health Benefits to solve this statewide issue. A motion to approve the financial reports was made by Gordon Powell, seconded by Ted Michie, and the motion carried.

E. Budget Amendments

- 361 Reopening Schools SH Liaison- \$115,000.00
 - Funds will be allocated to contracted services
- 716 COVID-19 Vaccination Program- \$96,959.00
 - Funds will be allocated to contracted services
- 551-1 TB Prevention- \$1,158.00
 - These funds are available and will only be used if immigrants from Ukraine arrive in Person County with TB.

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

F. Staff Liaison Updates

- **Personal Health**
 - Savannah Hammock, PHN II is in the process of completing new hire orientation.
 - Moderna bivalent clinic was held on 10/14 at Somerset Baptist Church.
 - Have completed offsite flu vaccine clinics. Flu shots are offered through our Immunization Clinic during normal business hours.
 - Ordering Pfizer bivalent for 5-11 year olds and the Pfizer 12+ bivalent vaccine.
- **Environmental Health**
 - David Helms, EH Program Specialist started on 10/3. Has gotten his authorizations for Food and Lodging and Pool Program in Person County. Will be attending a lead workshop at the end of this week.
 - Adam Sarver attended an on-site conference in Raleigh.
 - Bonnie Holt attended a seafood conference.

G. Health Director's Report

Janet Clayton and Bonnie Holt provided a general update regarding an onsite wastewater situation. Staff have been working with state consultants as well as the county attorney. All of which are available to meet with the Board of Health during a scheduled meeting.

❖ Various Updates-

- ❖ Please keep Dr. Jeffrey Noblett, board chair, in your thoughts as he recovers from a recent surgery.
- ❖ In January, a comparison of the Person County Well Rules and the NCDHHS well rules and laws will be presented by staff. We have received recommended updates and will include these in the presentation.
- ❖ Katherine Cathey has been appointed as the county manager.
- County Commissioners approved the establishment of an advisory committee to work with staff to determine the best use of the opioid settlement funds on 10/3. I am working with Mrs. Cathey on this initiative.
- Staff participated in the IT Department's cyber security trainings on 10/3 and 10/4.
- We are continuing to participate in the Region V Workforce group. Each county will receive funds for additional training opportunities. I participated in the HD meeting on 10/24.
- As president of the North Carolina Alliance of Public Health Agencies, I participated in interviews for the executive director position which not only leads

NCAPHA, but NCALHD and NCPHA on 10/10. Patrick Brown will begin as the new ED on 11/28.

- A COVID vaccination booster clinic was held at Somerset Baptist Church on 10/14.
- Offsite flu vaccination clinics have been held at the following locations:
 - Cambridge Hills
 - Bethel Hill Charter School
 - Person County Senior Center
 - Person County Schools, including City and County employees
 - Roxboro Community School
 - Spuntech
- NCDHHS experienced a cyber incident the week of 10/10. This caused issues with many programs including WIC's Crossroads causing participants to lose benefits and not be able to redeem benefits.
- County Commissioners approved the firm recommended by the committee to complete a salary and compensation study on 10/17.
- The fee schedule amendments were also approved on 10/17.
- I attended the Person Memorial Foundation board meeting on 10/17.
- I attended the monthly NCALHD meetings on 10/19 and 10/20.

❖ **Personnel-**

- The following positions are vacant:
 - Environmental Health Program Specialist position- David Helms joined our team on 10/3.
 - Environmental Health Specialist positions (2)- One position has been offered and accepted and then declined; an interview for the vacancies has been conducted.
 - Public Health Nurse II position- Savannah Hammock joined our nursing staff on 10/10.
 - Community Health Technician I- Part-time
 - WIC Breastfeeding Peer Counselor- Part-time position was approved and will be posted.

❖ **Next meeting is Monday, November 21st at 6:00 pm.**

H. Board Member Remarks

Discussion was held regarding the opioid settlement funds.

I. Adjournment

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

Respectfully submitted,

Janet Clayton
Health Director/Secretary

Dr. Jeffrey Noblett, Board Chair