

MINUTES
PERSON COUNTY BOARD OF HEALTH MEETING
PCHD CLASSROOM
August 28, 2023

A regular meeting of the Person County Board of Health was held in the Classroom of the Person County Health Department. The following members constituting a quorum were present: Phillip Edelblute, Gordon Powell, Patsy Clayton, Dr. Jeffrey Noblett, Dr. Steve Garrett, Ted Michie, Dr. Ben Tillett, and Dr. Christopher Atkins. Dr. Barbara Harris, Dr. Kimberly Yarborough, and Randy Eakes 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. 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

A motion to approve the consent agenda was made by Phillip Edelblute, seconded by Patsy Clayton, and the motion carried.

D. Financial Reports: July 2023

Janet Clayton explained that the financial report is in a different format this month due to a MUNIS upgrade. The HS Lease line shows 17% of budget due to the lease being paid a month in advance. Next month, the report should be in the normal format. A motion to approve the financial reports was made by Phillip Edelblute, seconded by Ted Michie, and the motion carried.

E. Fee Schedule Amendment

CMS has released additional CPT codes for the administration of Moderna COVID-19 bivalent vaccine for individuals eleven years old and younger who have not previously had a COVID vaccine. A motion to approve the fee schedule amendment was made by Dr. Christopher Atkins, seconded by Dr. Ben Tillett, and the motion carried.

F. General Communicable Disease Update

Janet Clayton provided a communicable disease update for the period of January 2023-present. Dr. Stephen Garrett asked if the health department tracks partners of positive cases. Janet Clayton explained that cases are contacted to inquire about treatment and sexual partners. The individual is not required to share contact information, but they usually comply. If the individual has not been treated, an appointment is scheduled for treatment of the individual as well as contact/contacts.

G. Staff Liaison Updates

• Personal Health

- Planning for Flu vaccine clinics for Person Co. Schools, Bethel Hill, and RCS staff and dependents; September/October
- Planning for county/city staff and dependents flu vaccine clinic; September/October
- Will inquire with long term care facilities to gauge interest in partnering for flu vaccines
- Receiving updated information regarding the Fall 2023 Monovalent COVID vaccine (private distributor); possibly planning a vaccine clinic
- August/September: back to school vaccines; seeing an increase in appointments; partnered with the school system to send out reminders for required vaccines; utilizing social media to campaign for back to school vaccines
- Preparing to offer the birth control implant, Nexplanon, in the next few months; awaiting supplies; goal is by October 2023

• Environmental Health

- Kenneth and Alan will be taking their authorization test Wednesday, August 30th and working with the Regional Soil Specialist individually on September 1, 5, 6 & 8.
- Bonnie and Jake have worked with Ray Foushee, Director of General Services to have an accurate boundary map of the old County Landfill surveyed in an effort to accurately determine the 500' buffer area for the 13 lot subdivision on Cedar Grove Church Rd.
- 25 site evaluation applications have been distributed to the 3 contract Licensed Soil Scientists, with 7 lots still pending with either waiting to be evaluated, waiting on applicant or needing backhoe pits or clearing.
- Starting to receive proposals for lots on the peninsula at Hyco Lake.

H. Health Director's Report

❖ Various Updates-

- WIC has resumed in person appointments.
- LSS began working with EH staff the week of 7/24. Progress is being made on the backlog. NCDEH Regional Soils Consultant is scheduled to begin the authorization process with our two newest employees on August 30th with a written exam and field work will follow for the next week.
- CHIP Workgroup met on 8/9 and 8/28 to continuing the planning process.
- The quarterly EPI Team meeting was held on 8/24.
- I attended the annual NALBOH conference 7/31-8/2.
- I have worked with Kim Strickland, Person County's Public Information Officer (PIO), to streamline the BOH page on the website.
- I attended the NCALHD monthly meetings on August 16 and 17, and the NCAPHA Board meeting on 8/15.
- PCHD supervisors attended Reasonable Suspicion training on 8/10; training was provided by Person County HR.
- All staff will be offered Microsoft Word and Excel training on 10/5 through regional ARPA staff.

- Management Team will be present at the September 25th meeting to discuss the Strategic Plan. Janet asked board members to think about items for the SWOT (Strengths, Weaknesses, Opportunities, and Threats) analysis.

❖ **Personnel-**

- Social Worker II has been reposted.
- Processing Assistant V (billing position) has been advertised, and applications are being reviewed.

❖ **Next meeting is Monday, September 25th at 6:00 pm. in the Training Room**

I. Board Member Remarks

Janet Clayton asked board members to see Jennifer after the meeting the verify demographic information used for provider recertification with NCTracks.

Dr. Ben Tillett thanked Janet Clayton for coming to Washington to support him being inducted as President of NALBOH. Dr. Tillett asked the Board to inform him of anything that the state or national organizations can do to support local Boards of Health. Dr. Tillett also mentioned that he would like to research training in Board etiquette that could be offered to local Board of Health members.

J. Adjournment

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

Respectfully submitted,

Janet Clayton
Health Director/Secretary

Dr. Jeffrey Noblett, Board Chair