

MINUTES
PERSON COUNTY BOARD OF HEALTH MEETING
PCHD CLASSROOM
October 23, 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: Gordon Powell, Patsy Clayton, Dr. Stephen Garrett, Ted Michie, Dr. Ben Tillett (via Zoom), Dr. Jeffrey Noblett, Phillip Edelblute, and Dr. Barbara Harris. Dr. Kimberly Yarborough, Dr. Christopher Atkins, 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 Dr. Phillip Edelblute, seconded by Ted Michie, and the motion carried.

D. Financial Reports: September 2023

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

E. Strategic Plan FY24

A copy of the Strategic Plan FY24 was included in the Board of Health packets for review. Janet Clayton explained that the Strategic Plan had been updated with the information and comments from the Board of Health meeting on September 25, 2023. No further changes were recommended by the Board. A motion to approve the Strategic Plan FY24 was made by Patsy Clayton, seconded by Phillip Edelblute, and the motion carried.

F. Budget Amendments

- 117 Public Health Infrastructure: Local Workforce Development- \$180,796.00
 - Funds will be allocated to contracted services
- 716 CDC COVID-19 Vaccination Program- \$82,117.00
 - Funds will be allocated to Ed/Med Supplies

- 914 ARPA Addressing Lead in Water and Lead Based Paint in Public Schools and Child Care Facilities- \$3,509.00
 - Funds will be allocated to Ed/Med Supplies
- Region 5 ARPA- \$60,352.00
 - Funds will be allocated to contracted services

Discussion was held regarding the testing of water in schools. Gordon Powell thanked the department for taking advantage of funds that are made available. A motion to approve the budget amendments was made by Phillip Edelblute, seconded by Patsy Clayton, and the motion carried.

G. Fee Schedule Amendments

New products are available for the 2023-2024 Respiratory Syncytial Virus (RSV) season that have been approved by the Food and Drug Administration (FDA) and recommended by the Center for Disease Control (CDC) Advisory Committee on Immunization Practices. CPT codes have been released for adult RSV vaccine products Aresvy and Abrysvo and children's RSV vaccine Bayfordis. Fees for the new vaccines will be added to the current fee schedule. Phillip Edelblute asked about the updated COVID vaccine availability. Tabatha Philpott stated that a clinic will be held on November 3, 2023 at Somerset Baptist Church. A motion to approve the fee schedule amendment was made by Dr. Stephen Garrett, seconded by Phillip Edelblute, and the motion carried.

H. Human Services Structure Update

Kristi Nickodem from the UNC School of Government presented information on the options for organization and governance of human services agencies in North Carolina at the Person County Board of Commissioners' meeting Monday, October 16. Janet Clayton emailed information to the Board of Health regarding this presentation prior to the meeting for awareness. Discussion was held regarding the information that was presented. Mr. Powell stated that the presentation was for informational purposes, and no decision has been made by the Commissioners to make any changes at this time.

I. Staff Liaison Updates

- **Personal Health**
 - Social Worker II will start on 11/6.
 - Currently interviewing for the vacant PHN III position.
- **Environmental Health**
 - Adam and Bonnie attended NC Onsite Water Protection Conference in Raleigh last week. Conference had a focus on the new 18E rules that will take effect 1/1/24, permitting and site challenges and designing of pump septic systems and manifolds.
 - Session Law 2023-90 became effective on 10/1. With this law, a property owner can choose to bypass our office's approval process when the owner

wishes to add a “no flow” addition by submitting a signed on-site wastewater existing system inspection exemption affidavit to the health department. All responsibility of any damages incurred to the septic system as a result of the property addition lie with the property owner.

- Session Law 2023-137 -change in frequency of Risk Category IV facilities to one inspection in a four month period with one educational visit in a fiscal year is effective immediately. Further guidance will be provided once all information is finalized.
- Onsite is currently about 6 weeks out from applications.

J. Health Director’s Report

❖ Various Updates-

- WIC participants are continuing to have issues with utilizing their cards due to glitches in the State system. Both local WIC Directors and health directors have voiced concerns over this issue.
- I participated in the Kerr-Tar Stakeholder Meeting regarding an emergency shelter and facility needs assessment project on 10/2; Tabatha represented PCHD at a local shelter meeting on 10/19.
- On October 3rd, I continued to participation in regional leadership development meeting for the Region 5 Health Directors.
- Sixteen staff participated in Microsoft Word and Excel training on 10/5 offered by regional ARPA staff; this was held at the IT training room.
- Through the North Carolina Association of County Commissioners, PCHD will host a strategic project coordinator. Jamie Andrews will work with the Opioid Settlement Advisory Committee and with other various county projects. Jamie will work with Person County two days a week, one onsite and one telework. Jamie started with us on 10/12.
- We continue to work with Kim Strickland, PIO, to enhance our portion of the website.
- The quarterly meeting of Healthy Personians was held on 10/9.
- I participated in the county department head retreat on October 10th at the Kirby.
- On October 11th, the Internal Equity Workgroup met. This group will assist the BOH with developing the plan that was discussed during the strategic planning session.
- The Region 5 Health Directors’ monthly meeting was held virtually on 10/16, and the NCALHD monthly meetings were held on 10/18 & 10/19.
- Brixmor is scheduled to start repainting the week of 10/30.

❖ Personnel-

- Social Worker II position- Position has been accepted and will join our team on 11/6.

- Processing Assistant V (billing position) has been accepted and will join our team on 11/6.
- Public Health Nurse III position has been posted, and interviews have been started.

❖ **Next meeting is Monday, November 27th at 6:00 pm.**

K. Board Member Remarks

There were no board member remarks for this meeting.

L. Adjournment

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

Respectfully submitted,

Janet Clayton
Health Director/Secretary

Dr. Jeffrey Noblett, Board Chair