

MINUTES
PERSON COUNTY BOARD OF HEALTH MEETING
PCHD CLASSROOM
February 26, 2024

A regular meeting of the Person County Board of Health was held in the Classroom of the Person County Human Services Building. The following members constituting a quorum were present: Dr. Jeffrey Noblett, Gordon Powell, Dr. Barbara Harris, Phillip Edelblute, Dr. Stephen Garrett, Patsy Clayton, and Dr. Kimberly Yarborough were present. Dr. Ben Tillett, Randy Eakes, Dr. Christopher Atkins, and Ted Michie were absent. Also present were Tabatha Philpott, Nursing Supervisor, Jennifer Melton, Administrative Officer, 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

Samantha Rimmer who is currently pursuing a Doctorate Degree, attended the meeting to meet a requirement of a Health Policy course.

C. Consent Agenda

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

D. Financial Reports: January 2024

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

E. Budget Amendment- MDPP \$2,575.00

- Increase in revenue for MDPP - \$2,575.00
 - Funds will be allocated to supplies, food & provision, and advertising

Discussion was held regarding the decision process for the funding allocations and corresponding expenditures. The recommended allocations have a goal of increasing the number of participants in each cohort. There were questions regarding participant recruitment and advertising of the program, and if there was any follow up with the participants after they complete the program.

A motion to approve the budget amendment was made by Dr. Kimberly Yarborough, seconded by Patsy Clayton, and the motion carried.

F. Annual Communicable Disease Report

Janet Clayton distributed and reviewed the 2023 Communicable Disease report. Person County had 389 reportable cases. 339 cases were sexually transmitted infections with

220 Chlamydia cases, 97 Gonorrhea cases, and 22 Syphilis cases. Syphilis cases are increasing statewide. There were 19 foodborne illness cases and 31 general communicable disease cases which include Haemophilus influenzae, Legionella, Toxic Shock Syndrome, Streptococcal A, Pneumococcal Meningitis, HIV, Hep C, Hep B, and Ehrlichia. Discussion was held regarding the sources of the Legionella cases. Janet Clayton stated that the cases were spread out during the year and unrelated to each other.

G. BOH Operating Procedures-Annual Review

Person County Board of Health Operating Procedures were included in the meeting packets mailed to BOH members. Janet Clayton highlighted the revisions in the document. On page 1 section 2a. May was changed to June. Several changes were made to the Nominating Committee section on page 2, including the addition of the following statement: Board of Health members will also assist with the recruitment of members who are reflective of the community served to fill vacant positions. Dr. Noblett reminded board members of the discussion that had been held previously after the health equity training. A motion to approve the Person County Board of Health Operating Procedures as presented was made by Dr. Kimberly Yarborough, seconded by Phillip Edelblute, and the motion carried.

H. Staff Liaison Updates

- **Personal Health**
 - Personal Health staff completed a webinar training on Minor's Rights and changes that occurred to the law.
 - All Coordinators are reviewing AA's for 23-24 and preparing for policy and standing order annual review.
 - Preparing for Maternal Health and Family Planning state audit.
- **Environmental Health**
 - Staff are working with the Soil Scientist group on denials of 52 lots on the peninsula at Hyco Lake.
 - David Helms has issued a new permit to the mobile food unit at the Bullpen and a new Mexican restaurant located near Food Lion on 501 S.

I. Health Director's Report

- ❖ **Budget-**
 - IT Budget – submitted on 1/5/24
 - Personnel Budget – submitted on 1/10/24
 - Operating Budget – submitted on 2/8/24
- ❖ **Various Updates-**
 - The Opioid Settlement Advisory Committee held its monthly meeting on 2/7. The resource guide has been finalized and posted on our website and will be distributed widely throughout the county. The committee continues to work on initiatives. A person with lived experience attended the meeting and shared her experiences with the group and allowed the group to ask questions to inform our work.

- Clinic and Clerical staff participated in several days of Patagonia training and informational sessions for a refresher and update on the capabilities of the EHR system.
- Management Team members attended part 1 of 2 “Imagineering and Focus” strategic planning session on 2/23 with other region counties.
- PCHD has received a first draft of an updated logo from Angel Oak Consulting.
- I participated in the NCALHD monthly meetings on 2/14 & 2/15. I also attended the NCAPHA Board meeting on 2/13 in Raleigh.
- Members of Management Team are continuing to participate in an educational series, “Every Conversation Matter”. Two of the three sessions have been complete.
- We are continuing to work with Tego for HIPAA policy updates.

❖ **Personnel-**

- Public Health Nurse III (Family Planning Program) position is vacant.

❖ **Next meeting is Monday, March 25, 2024 at 6:00 pm.**

J. Board Member Remarks

Janet Clayton asked the Board to continue to remember Bonnie Holt and her family as they had an unexpected loss last week.

Janet Clayton also mentioned that Dr. Ben Tillett is in Washington, DC representing the NALBOH and the Board of Health at Capitol Hill Day. This annual event is sponsored by NACCHO.

K. Adjournment

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

Respectfully submitted,

Janet Clayton
Health Director/Secretary

Dr. Jeffrey Noblett, Board Chair