

Moore County Board of Health
December 6, 2016

Members Present: Dennis Mabe, PE, Chair
Severt Jacobson, MD, Vice Chair
Louis Gregory
Betty J. Goodridge, MHA, CMA
Warren Lewis
Michele Keel, OD
William Mang, PharmD
Kamron Monroe, DDS
Max Muse, RN, ME
Sharon Odom, RT (R)
Nick Picerno
Robert R. Wittmann, MPH, Secretary to the Board

Members Absent: Tim Boyte, DVM

Chair Dennis Mabe called the meeting to order at 6:05 p.m.

Introductions/Recognitions:

Board members introduced themselves. Staff present was: Matt Garner, Health Educator and Deputy Health Director. Also present was Denise Brook, Human Resources Director for Moore County Government.

Invocation:

Robert Wittmann gave the invocation.

Conflict of Interest:

Robert Wittmann read the following statement: *Does any Board Member have a conflict of interest concerning agenda items the Board will address in this meeting?* None were stated.

Approval of Agenda:

Sharon Odom made a motion to approve the agenda, as presented, seconded by Severt Jacobson. All were in favor and the motion carried.

Health Director's 2016 Evaluation & Job Description:

Betty Goodridge made a motion for the Board to enter into executive (closed) session to discuss the Health Director's 2016 evaluation and job description, seconded by Warren Lewis. All were

in favor and the motion carried. The Board began the executive session at 6:11 p.m. and ended the session at 6:46 p.m. No Board action was taken during the executive session.

Presentations: There were no presentations.

Public Comments: There were no public comments.

Board of Health Education/Staff Reports:

- **Customer Satisfaction Survey:** Matt Garner presented the results of the Customer Satisfaction Survey conducted with Health Department clients August 26-September 26, 2016.
- **Community Opinion Survey:** Matt Garner presented the results of the Community Opinion Survey conducted throughout Moore County August 22-September 27, 2016 regarding services provided at the Health Department and the Department's hours of operation.
- **Employee Satisfaction Survey Update:** Denise Brook provided the results of the Employee Satisfaction Survey as part of the Board's closed session. The survey was conducted with Health Department staff November 29-December 5, 2016.
- **Community Health Assessment Data and State of the County Health Report (SOTCH):** Matt Garner reviewed selected results from the 2016 Community Health Assessment Community Opinion Survey that was conducted with 210 Moore County households October 27-29, 2016. The opinion survey is an integral part of the overall 2016 Community Health Assessment. Community Health Assessments (CHAs) are a requirement of the NC Division of Public Health for all NC Health Departments and are performed every three years. SOTCH reports are provided in the interim years between community health assessments to update data, summarize progress made on local health priorities, and review any emerging issues. Matt Garner presented the 2016 SOTCH report to the Board. Moore County's most recent CHA was in 2013. The current CHA will be due in March 2017. Louis Gregory asked if there was data for specific populations and/or portions of the County that were affected in particular with regard to the selected health priorities. Matt Garner stated that additional focus groups may be conducted to gather further data once priority health issues are selected and action planning begins.
- **Health Director's Report:**
 - The Health Department is still qualified applicants for clinical position vacancies. Currently the Nursing Director I, Public Health Nurse III, and Physician Extender II positions are open. The Physician Extender II duties are currently being carried out by a contract employee. Kamron Monroe asked how positions are being recruited for/advertised and if there was any possibility to promote from within. Robert Wittmann stated that vacancies are posted to the County website via the Human Resources division, provided to Public Health Nursing Professional listservs, and efforts are made by Robert Wittmann himself to recruit via the various professional and public health conferences he attends. Robert Wittmann also stated that there are currently two nurses on staff who would be eligible for the Public Health Nurse III position, but neither wishes to apply. There is also an employee eligible for the Nursing Director I position who has not applied.

- Environmental Health Specialist Iris Davis will be retiring December 30, 2016. Mr. Wittmann is hopeful that her position can be filled from within.
- Due to short staffing, the Breast and Cervical Cancer Control Program (BCCCP) has been suspended indefinitely. In the meantime, any eligible patients will be referred to surrounding counties.
 - In the Spring/Summer of 2017 the Health Department will host a farmer's market in its parking lot area one day a week through September 2017. The market will be grant funded. WIC Director Lauren Rakes and Health Educator Rich Tompkins are coordinating the project.
 - On November 4, 2016 the Health Department partnered with Carthage Elementary School and the NC Active Routes to School Program to host a "Walk to School" day. Carthage Elementary Students were either bussed or dropped off at the Health Department parking lot the morning of November 4th where they gathered with parents, teachers, and administrators to walk to Carthage Elementary. The purpose of the event was to encourage physical activity/walking for parents and children. The Health Department hopes to conduct additional walks in Spring 2017 and invite other County schools to take part.
 - A plaque will be presented to Nick Picerno, former County Commissioner representative to the Board, in recognition of his 7 years and 9 months of service.
 - As Secretary to the Board of Health, Mr. Wittmann will draft a letter from the Board Chair thanking FirstHealth for hosting the December 6th Board of Health meeting and providing a meal.

Approval of Consent Agenda:

Max Muse made a motion to approve the October 10, 2016 Board of Health minutes, as presented. This was seconded by Kamron Monroe. All members were in favor and the motion was approved.

Old Business:

There was no old business.

New Business:

Adoption of 2017 Board of Health Meeting Schedule: Warren Lewis made a motion to adopt the 2017 Meeting Schedule for the Board of Health. This was seconded by Michelle Keel. All members were in favor and the motion was approved.

Public Hearing Request for Rabies Compendium at January 2017 Meeting: Current scientific findings dictate that during a rabies investigation, unvaccinated animals must be quarantined for a period of four months. This is a reduction from the current North Carolina quarantine requirement of six months. Several other NC Boards of Health have adopted the new requirement. County Attorney Brenda White has drafted a resolution that will be presented to the Board for consideration at the January 2017 meeting. Warren Lewis made a motion to offer a public hearing for the Moore County Rabies Compendium at the January 2017 Board of Health

Meeting. This was seconded by Michelle Keel. All members were in favor and the motion was approved.

Adjourn:

There being no further business, Betty Goodridge made a motion to adjourn. All were in favor and the meeting was adjourned at 8:27 p.m.