

Moore County Board of Health  
May 14, 2018

Members Present: Betty J. Goodridge, MHA, CMA, Chair  
Warren Lewis, Vice Chair  
Louis Gregory  
Severt Jacobson, MD  
Kamron Monroe, DDS  
Max Muse, RN, ME  
Leo Santowasso, P.E., P.L.S.  
Robert R. Wittmann, MPH, Secretary to the Board

Members Absent: Tim Boyte, DVM; Michele Keel, OD; William Mang, PharmD;  
Sharon Odom, RT (R)

Chair B.J. Goodridge called the meeting to order at 6:10 p.m.

**Introductions/Recognitions:**

Health Department staff present were: Allison Brown, PHN III/ Interim Nursing Director; Teresa Forrest, Administrative Officer I; Tammie Fox, Public Health Dental Hygienist; Lauren Frazier, WIC Director; Torrie Furr, Social Work Supervisor; Matt Garner, Health Educator II/Deputy Health Director; Crystal Spivey, Communicable Disease Nurse; and Carolyn Steed, Administrative Assistant. Brenda White, (resource) Deputy County Attorney, was also present.

**Oath of Office for Engineer Member**

Carolyn Steed administered the oath of office for Leo Santowasso, engineer member.

**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 noted.

**Approval of Agenda:**

Kamron Monroe made a motion to approve the agenda that was distributed, seconded by Warren Lewis. All were in favor and the motion carried.

### **Presentations – Oral Health Community Report:**

Tammie Fox reviewed several handouts with the Board including: a Kids Count Data Center report indicating where Moore County stands in relation to other NC counties for the percentage of kindergartners with untreated decay; an NC Child brief showing the value of school-based sealant projects as a proven approach to prevent dental caries; a profile on Access NC of Moore County, which shows this County with a high median income of approximately \$66,000, listed as a tier 3 county; and information from the National Center for Health Statistics showing the prevalence of total and untreated dental caries among youth in the US.

For this school year, screening was completed for kindergarten, 3<sup>rd</sup> and 5<sup>th</sup> grades in 14 elementary schools, screening 2,455 of 2,714 students (90% of the group). Of these, 313 had an unmet need, defined as 1 or more obvious decay sites, about 13%. BJ Goodridge asked about data from previous years. Tammie Fox replied that the percentage is average for our community and has been fairly consistent for years, based on State reports. The national average is 1 in 5 or 20%. All students/parents are given the dental referral list of contacts for dentists in the County. Of the 313 students, 197 did not return the form for follow-up and 176 of these did not have insurance. A number for Social Services was given for parents to ask about dental insurance – Health Choice and Medicaid for children.

A sealant project was completed this year at Vass-Lakeview, which involved a half-day for exams and two days of sealant placement. 59 permanent sealants were placed and 2 primary sealants. Tammie Fox also worked with a State hygienist in Richmond and Hoke counties. She gave an oral health education class at Westmoore for the 2<sup>nd</sup> grade. Education and community outreach was provided at Covenant Church to about 200; to Camp Duncan (home for girls) to 20; and to a woman's group, through Health Education, for 25. The fluoride mouth rinse program is up and running in 5 schools, with 80% of those eligible rinsing.

Tammie Fox noted that Moore County has an overall unmet dental caries rate of 13%. However, our numbers are higher in the kindergarten population and in the 3<sup>rd</sup> grade population of our high-risk schools. Louis Gregory asked what could be done for unmet needs. Tammie Fox stated that it would be helpful to have more sealants, early. She noted that some students don't have Medicaid and some parents won't take students to the dentist. If there is rampant decay, she can speak with DSS and can help refer to transportation. Kamron Monroe stated that it's a compliance issue – there is care available. It was noted that there was an issue with parents returning the screening form to the school. Tammie Fox stated that she has to rely on whoever each principal assigns to help her with distributing and receiving the necessary forms. Kamron Monroe noted that the FirstHealth Dental Care Center has provided dental services to underserved children, since 1998, in Moore, Montgomery and Hoke counties. Robert Wittmann noted that the public health tools are education and screening, which we will continue to do. Board members discussed how to increase parent compliance and the

cost of unmet dental needs. Duke has a pilot project in Montgomery County to serve middle school children at the school. Robert Wittmann stated that, if successful, it might be possible to implement in Moore County. After discussion, Warren Lewis made a motion that the Board of Health partner with the Board of Education to insure that there is a consistent point of contact at each school to work with the dental program. Kamron Monroe seconded the motion. Louis Gregory abstained. All other members were in favor and the motion carried. Robert Wittmann was tasked with writing the letter, which would be reviewed by the County Attorney's Office and by Kamron Monroe, Board dentist member, and B.J. Goodridge, Board Chair. A copy was to be provided to Wayne Vest, County Manager, and to Laura Williams, Clerk to the Board of Commissioners. Louis Gregory suggested that it be sent first to the Chair of the Board of Education, asking for her recommendation to correct the problem. Tammie Fox continued reviews of the reports presented. She stated that there aren't enough dentists willing to treat low income patients. She would like to offer sealants to a high-risk elementary school and a middle school. Kamron Monroe stated that they could talk about different ways to do this and how it has been done in the past. She has bussed a class to her office for sealants. Tammie Fox noted that the State requires the screening person to be a public health employee. Robert Wittmann stated that he, Tammie and Kamron need to have a conversation with the State dentist about a joint project.

In the future, Tammie Fox would like to provide oral health instruction in assisted living facilities and here at the Health Department. She would like to obtain a grant for supplies for sealant projects. Also, there are frequent requests from adults without dental insurance and she would like to develop something for them. Warren Lewis stated that there is care available at UNC-Chapel Hill. B.J. Goodridge stated that there is a big clinic at the arena in Charlotte. Kamron Monroe stated that a clinic works through the dental society and comes around us but not in Moore County. The county involved provides the volunteers. Kamron Monroe works with the Moore Free Care Clinic and also hosts a dental clinic in her office once a month. In summary, Robert Wittmann stated that he will craft a letter to the Board of Education, per the motion; the Department will keep an eye on the Duke project in Montgomery County; talk with the State about a sealant project; and work on something for adults with no dental insurance.

**Public Comments:** There were no public comments.

**Board of Health Education/Staff Reports:**

- **Department's Third Quarter Activity Report:** Robert Wittmann discussed the numbers with the Board.
- **FY 18 Third Quarter Fiscal Report:** Robert Wittmann reviewed the report with the Board. It was noted that the Environmental Health section is generating considerable revenues. Clinical revenues have increased. Due to the hard work of the staff, the Health Department should be within budget this fiscal year.

- **Department's Performance Measures:** Robert Wittmann reviewed the report with the Board and stated that there was an issue with a measurement that he would address later in the meeting.
- **Communicable Disease Report:** Crystal Spivey gave an update on Communicable Disease (CD) in the County for February, March and April. STDs (sexually transmitted diseases) continue to make up the majority of the cases. In the last three months, there has been one new case of AIDS and one of HIV. Tick-borne diseases are increasing. Information for prevention is being shared with local doctors' offices and with Health Department patients. Also, a press release, on tick-borne diseases and their prevention, will be provided to the media and posted on the Department's website. In April, one active TB case was identified but the patient died before it was confirmed. Contacts were tested per protocol. An investigation was done regarding bats in a local establishment. Three guests received post-exposure rabies shots. The bat tested negative for rabies. Environmental Health was involved with the investigation. The permit to operate was revoked until the issue was resolved, which was within two days. Robert Wittmann thanked Brenda White for her help from the County Attorney's Office. Robert Wittmann noted that it had not been a good flu season and he encouraged people to get vaccinated.
- **Farmers Market Update:** Lauren Frazier spoke to the Board about the Farmers Market. This project started last year, with the help of Health Education, as a way to give the central and northern parts of the County, WIC clients, and County employees access to fresh, local produce. WIC clients receive vouchers to spend at the farmers market here and at the market in Southern Pines. Four of the farmers from last year have returned. The Cooperative Extension Office is working with us to provide education as well. The Market will open for the season on Monday, June 4, on the grassy area at the side of the building. The Market will run every Monday through the end of August, from 10:30 – 1:00. at the Health Department. A grant provided for tents for the vendors and marketing. Warren Lewis asked about requirements for the farmers. Lauren Frazier replied that they must grow 50% of their own produce, fruits and vegetables. No 'back yard gardeners' are accepted, only actual farmers. There is no fee.
- **Care Management Update:** Torrie Furr stated that, effective July 2019, the Care Management Programs will operate under an umbrella Managed Care Entity. The Programs will be absorbed into companies and the workers will become certified case managers. Community Care of the Sandhills is working to partner with local agencies. At this time, we don't know what entity we will fall under. All documentation and follow-up will be based on that system.
- **Medical Records Project:** Torrie Furr was in charge of this project. Additional funding was received to scan most of the remaining records. Health Department staff completed what was left. When AIS is finished with the contracted scanning, which will be no later than June 30, the project will be complete. There are no paper records on the shelves.
- **Workstations Project:** Robert Wittmann noted that, at the last meeting, the Board of Health passed a resolution to support this project. The County agreed to bid out the project immediately. However, with worn fabrics that need to be changed, it was

decided to extend the project and re-bid. With the contract executed this fiscal year, it will be approved to complete the work by September 30. After the nursing director left, Robert Wittmann met with the nurses and polled them about moving. All of the nurses voted to stay in their current office. Part of this project will be to reconfigure the workstations to give them more space.

- **Strategic Plan Project:** Matt Garner spoke to the Board about the Strategic Plan process, which aids the Department in setting priorities and strengthens operations. The Plan is a fluid document, set on a 3-year cycle. The first Plan, utilizing a NACCHO (National Association of County and City Health Officials) guide, began in 2012 and the current Plan was set in 2015. Analysis is done, using the CHA (Community Health Assessment), annual SOTCH (State of the County's Health) reports, annual data reports, community and customer surveys and staff surveys. Part of the process involves a retreat, where the Strategic Management Team review the Department's mission, vision and values statements; stakeholder analysis; strengths, weaknesses, opportunities and threats; and strategic objectives. It's a continual process, reviewed monthly at Management Team meetings, and annually in detail. The Department works collaboratively, both locally and regionally, to address identified priorities. The next retreat, for the new 2018 Plan, will be held in September. Board of Health members are invited to participate. When a date is set, it will be sent out, along with the location. After analysis and review, the final draft Plan will be available for Board of Health review at the October 8<sup>th</sup> meeting.
- **Nursing Director's Report:** Allison Brown noted that we have a new provider, Temeka Wallace, P.A., in the Department, as of April 16<sup>th</sup>. She has been receiving all required trainings and is ready to see patients. Several state consultants have come to the Department to train our nursing staff one on one. We are currently working on the Immunization Registry. We will be adding a full day extra clinic for Family Planning to alleviate the backlog. Matt Garner and Melissa Tolar, Maternal Health Nurse, provided outreach for the Maternity Clinic at the Bikers for Babies event at Pinehurst. The Adult Day Care program currently has thirteen clients. In April, there were two State audits, in Women's Health and in Immunization. The consultants were complimentary, saying the Department was doing a great job. Severt Jacobson asked about the Department's accreditation status. Robert Wittmann replied that the Accreditation Board will meet in Raleigh on Friday, where we expect to receive full accreditation status. Matt Garner will attend to accept the plaque and official letter to the Board of Health. The site team that reviewed our Department recommended us for accreditation and the Board has never not approved a recommended department. Louis Gregory suggested that this be presented at the first Board of Commissioners meeting in June.
- **Health Director's Report:** Robert Wittmann stated that Kim Kimrey departed and Allison Brown is Interim Nursing Director. Environmental Health Specialist Intern Lailani Rockholt is completing her work training and testing and, after being signed off by the State, will be fully qualified and able to go out in the field on her own. At two recent events, our Environmental Health staff had to issue cease and desist orders for unpermitted vendors. Robert Wittmann and Matt Garner attended the annual legal conference on April 4 and 5. They also attended the annual meeting for

EDNCPHA (Eastern District North Carolina Public Health Association). The Management Team helped develop a list of needed facility improvements, such as painting, as well as more involved projects. For example, the front door is difficult for those in a wheelchair or with strollers. Automatic doors would help with access. MooreHealth, Inc. has signed a memorandum of partnership with FirstHealth regarding a family wellness program. This involves the MooreHealth Obesity Prevention Subcommittee. Last week, one air conditioning unit (there are two total) in the building went out. During the Buggy Festival, a surge in power caused the other unit to shut down. Due to this, the alarm on our vaccines sounded and the vaccines had to be moved. Our backup refrigerator/freezer units are in the Rick Rhyne Center. Louis Gregory asked about the cost for a generator and Board members discussed this. Kamron Monroe asked if there was a plan of action for the nursing director vacancy. Robert Wittmann stated that Allison Brown took over as Interim immediately and everything is running smoothly. The position is advertised on the County website and on Indeed.com.

#### **Approval of Consent Agenda:**

Kamron Monroe made a motion, seconded by Warren Lewis, to approve the March 13, 2018 Board of Health minutes. Leo Santowasso abstained from the vote, since he was not a member at that time. All other members were in favor and the motion passed.

#### **Old Business:**

There was no old business.

#### **New Business:**

- **Adjustments to Health Department Fiscal Year 2019 Budget:** Robert Wittmann noted that the Board of Health had approved a resolution for him to negotiate the 2019 budget. He has met with the County budget team. They approved two new positions for Environmental Health, with the condition that there be Environmental Health fee increases to help offset the costs. The fee schedule is on a tier system, with larger house sizes requiring higher fees. Kamron Monroe asked for comparison of Moore County fees related to other counties. Robert Wittmann stated that Moore County is approximately in the middle of other county fees. Leo Santowasso asked if a cost analysis had been done, with benefits added. Robert Wittmann stated that it had been done, with salaries and fringe benefits offset by the fee increases. Louis Gregory asked how the total budget compared to last year's. Robert Wittmann stated that, overall, there was a 3% increase with the proposed budget. Since the County has moved forward with the Workstations Project, the money for that was taken out of the 2019 budget. Funding for the Baby Box Project was removed since that will not be pursued. Requested funding for naloxone was also removed, with a County plan to explore how best to provide access to this drug. The County made some adjustments to the proposed operating budget. Robert Wittmann stated that he

had adjusted the proposed performance measures as a part of the budget packet. These will start on July 1. There was no objection to the change.

- **Schedule Health Director's 2017 Evaluation and Job Description Review and the Process for Health Director's 2018 Evaluation and Job Description Review:** Due to accreditation standards, each employee's annual evaluation and job description review must be completed and signed in the month of their hire. Robert Wittmann's evaluation/job description review must be done in October. Kamron Monroe stated that the Committee needs to meet and adjust their time schedule. Robert Wittmann noted that, at this point, the 2017 evaluation could be completed at any time. However, the 2018 evaluation must be completed and signed in October.

Leo Santowasso asked if it was under the Board of Health's purview to do what needs to be done with respect to rabid animals. Robert Wittmann stated that it was the Health Director's duty to enforce Communicable Disease (CD) laws, including rabies. The Health Director can quarantine animals that have exposed humans, and are suspected of rabies, for ten days. In this County, authority has been delegated to the Sheriff's Department. A suspected rabid animal could be put down and the brain tested if there is human contact. All pertinent lab results are copied to the Health Department CD nurse, the Health Director, Animal Control and the attending physician.

Severt Jacobson made a motion to adjourn the meeting, seconded by Warren Lewis. All were in favor and the meeting adjourned at 8:56 pm.