

BRUNSWICK COUNTY HEALTH AND HUMAN SERVICES ADVISORY BOARD
REGULAR MONTHLY MEETING
June 27, 2016, 6:30 p.m.

I. CALL TO ORDER/SPECIAL PRESENTATIONS: The regular monthly meeting of the Brunswick County Health and Human Services Advisory Board was called to order by Dr. Flint King at 6:35 p.m. in the Health Services Board Room (Building A).

A. PUBLIC COMMENT: Dr. King asked for public comments and there were none.

B. SPECIAL PRESENTATION: Dr. King asked if there were any special presentations. **Mr. Harrelson announced Erica Mee, RN as Health Services Employee of the Quarter.** She has worked at Health Services for almost nine years and is currently Lead OB Nurse. Her co-workers praise her for being very upbeat, positive and a team player. Ms. Mee said she loves what she does and is glad it shows.

II. REGULARLY OCCURRING ITEMS:

A. ATTENDANCE:

1. The following members were present:

Dr. Flint King, Chairman
Dr. Kathryn Lawler
Dr. J. Michael Howard
Ms. Lisa Narron
Mr. Gene Ward
Dr. Brad Hilaman
Mrs. Pat Sykes, County Commissioner
Dr. Jerry Smith
Mr. Haywood Miller

2. Members absent:

Mr. Michael Norton
Dr. Allen Williams, Vice Chairman

3. Staff members present:

David Stanley, Health & Human Services Director
Cris Harrelson, Health Director
Scott Milligan, Personnel Officer
Danny Thornton, Environmental Health Director
Anita Hartsell, Veterans Services Director
Vanell Walker, Income Maintenance Administrator
Cyndi Glenn, Director of Nursing
Marjorie Rayl, General Clerical Supervisor
Erica Mee, RN

4. Guests present:

None

- B. APPROVAL OF MINUTES:** Minutes for the monthly meeting held on **May 23, 2016** were reviewed. Dr. King asked if there were any corrections to the minutes. **There were no corrections. Dr. Howard moved to approve the minutes as written. Mr. Ward seconded the motion. The vote to approve the minutes was unanimous. (Closed)**
- C. AGENDA ADJUSTMENTS:** Dr. King asked if there were any adjustments to the agenda. **There were none. Mr. Ward moved to approve the agenda as presented. Dr. Howard seconded the motion. The vote to approve the agenda was unanimous. (Closed)**
- D. STAFF AND COMMITTEE REPORTS:**
- 1. CHILD FATALITY PREVENTION AND COMMUNITY CHILD PROTECTION TEAMS:** Mrs. Glenn reported that the CFPT met on June 14th to discuss two fatalities. One was closed with no recommendations and the other was held open for more information. State CFPT Coordinator, Brenda Edwards attended the meeting. **(Info)**
 - 2. HHS CUSTOMER SERVICE IMPROVEMENT REPORT:** Mr. Stanley noted the Family and Children's Medicaid program clients were surveyed in the month of May. Fifty-one percent of the surveys were returned. When asked how they would rate their overall experience with Social Services staff, 94% said excellent. All respondents felt that all of their questions had been answered. Several positive comments about staff were also written on the surveys. Mr. Stanley added that these results show what he already knew, that we have good, attentive staff who are very hard working. **(Info)**
 - 3. HHS EMPLOYMENT OPPORTUNITIES:** Mr. Milligan announced the following openings: Economic Services Supervisor; QA Analyst Supervisor; two Income Maintenance Caseworkers; two Social Worker IIIs and one Social Worker II. Recommendations for Economic Services Program Manager and Child Support Agent are pending. In Health Services the Soil Scientist position remains open. With the adoption of the new budget an additional Environmental Health Specialist for Food & Lodging has now been advertised. Two qualified candidates have already applied. A recommendation is pending for Senior Office Assistant in Environmental Health. The business manager position also remains open. **(Info)**
 - 4. HEALTH SERVICES:** Mr. Harrelson asked if there were any questions on the reports. There were none. He announced the Health Fair was a resounding success and passed around pictures from the Brunswick Beacon. This was the first time Health Services incorporated a water fun run as well as the first time the entire event was held outside. Overall, over 300 people attended including 55 volunteers from Health Services as well as other departments. Glucose screenings were done for 37 people. There were 38 blood pressures, 22 vision screenings and 15 dental screenings completed as well. Mr. Harrelson reported changes beginning in the Health Services building starting on July 1st. These are a result of the HIPAA Risk Assessment that was completed last fall by Carolinas IT with the intent to ensure our electronic health information is secure. Changes include all county employees entering Health Services (including outlying WIC sites) must wear their county identification. Visitors will need to sign in and out at the front reception as well as wear a sticker. Access is restricted by signs posted throughout the building as well as badge access doors. These changes are to protect staff, clients and private health information. **(Info)**

5. **VETERANS SERVICES:** Mrs. Hartsell reported the NC Division of Veterans Affairs has had some changes. Last month Ilario Pantano resigned as director and Jim Prosser, former Director and Veterans Service Officer for Mecklenburg County, is now the State Director. Also new, the State is now allowing CVSOs to certify North Carolina DMV license plate applications for military and veteran's plates. Once trained, the Brunswick County Veterans Services office will be able to certify forms. In the past, only the State Service Officers could certify these applications. The local office has also signed up to be a Commemorative Partner with the Department of Defense Vietnam War Commemoration Program. The main objective of this program is to thank and honor our veterans of the Vietnam War. Vietnam veterans did not receive a proper homecoming as is seen today. Staff will have pins and bumper stickers from the program that can be presented to Vietnam veterans so they may be recognized, honored and thanked for their service. Mrs. Hartsell reported that hearing loss is the number one service-related injury affecting veterans. Hamilton CapTel provides a program called "Heroes with Hearing Loss". The program allows local staff to enroll veterans with hearing loss to receive a free captioned telephone. The phone allows the veteran to listen, as well as read captions, of everything being said so they do not miss out on parts of conversations. The veteran must have a land-line and high speed internet service. A demo phone is now set up to show the veterans what the phone looks like and how easy it is to use. **(Info)**

6. **PUBLIC HOUSING SERVICES:** Mr. Stanley reported that a public hearing was held at the June 6th Commissioner's meeting to hear comments regarding the Public Health program goals and objectives. No comments were received at the meeting and none received at the office. Staff continues to pull names off the waiting list of roughly 100 people. Rental rates were approved by this board at the last meeting. The plan says that staff may make changes to these rates. Because the administrative plan has already been approved by the County Commissioners, there is no need to forward the rates to them. **(Info)**

7. **SOCIAL SERVICES:** Ms. Walker announced that Brunswick County continues to meet state and federal guidelines with regard to processing food stamp applications timely. She also announced a ribbon cutting being held on June 29th at 2 p.m. for the Trillium mental health kiosk in the DSS office. Staff is preparing to move Daycare and Energy programs into NC-Fast. Medicaid transportation is scheduled to move into NC-Fast around December 2016 or January 2017. Once the program moves in NC-Fast, vendors will enter claims into NC-Tracks. DSS will verify trips and NC-Tracks will issue payment. Vendors are in the process of signing up in NC-Tracks. Ms. Walker noted that substance abuse continues to be an issue for CPS. Staff received reports of five babies being born addicted in the month of May. Dr. Smith asked if it was known what the babies were addicted to. Mr. Stanley noted that it was some unspecified form of opioids. Ms. Walker added that social workers continue to work diligently to obtain permanence for children. To date this fiscal year, staff has completed 20 adoptions. This has helped to decrease the number of children in foster care. Social workers also continue to attempt to keep children connected to their families while they are in foster care. As noted in the report, 116 children are in foster care. This number includes 42 children placed with relatives. **(Info)**

III. OLD BUSINESS:

- A. **RABIES HOME CONFINEMENT PROCEDURES:** Mr. Stanley noted that the State is still waiting for a bill sponsor to make changes to the law. **(Open)**
- B. **COMMUNITY HEALTH ASSESSMENT:** Mr. Harrelson reported that the team is meeting to put together action plans based on the CHA results. The first meeting has already taken place with a second one scheduled for July 13th at 10:30 a.m. Completed action plans are due to the State the first Monday in September. **(Open)**
- C. **NC LEGISLATIVE UPDATE:** Mr. Thornton presented a powerpoint discussing the new engineered option for septic permits. He distributed the state Engineered Option Permit Documentation form that must be used, noting there is no oversight or approval by the local health department when using the engineered option. The form is used to determine the site is ready for building permit issuance. Health Services staff reviews to see that the appropriate information has been submitted. Mr. Thornton pointed out that the temporary rule goes into effect on July 1st with it becoming permanent on January 1, 2017. He added that it would take 18 months for a complete rule rewrite which is also being completed. Fees are to be determined. Health Services will be responsible to investigate complaints and issue violations but it will be up to the private engineer to decide how to fix the problem. Our staff can take legal actions such as requiring homeowners to pump and haul. Mr. Stanley added that this is a statewide rule, applicable anywhere in the state. Mr. Harrelson noted that on June 20, 2016 the Governor signed the bill into law that allows any pharmacist to make Narcan/Naloxone available to anyone without a prescription. North Carolina is the third state in the country to pass the law. Dr. Hilaman noted that most opioids have a respiratory suppression that lasts longer than Naloxone. Someone may seem awake and better with Naloxone administration but then suddenly crash. A discussion followed. Mr. Stanley noted that he has met with the Sheriff and other leaders to determine needs on campus such as a new mental health provider. **(Open)**
- D. **COUNTY PARKS SMOKING POLICY:** Mr. Stanley remarked that the Commissioners voted last Monday on smoking in the county parks. After a discussion on different options, the Commissioner vote was unanimous to not allow smoking at any county park. Mrs. Sykes suggested that this board make a recommendation for the county complex to also ban smoking. Mr. Stanley noted that he has heard complaints of smoke on the walkways, Dr. Smith added that the Advisory Board should lead by role model and the campus should be non-smoking. Dr. Lawler reported that statistics show that when fewer people smoke, more have a tendency to quit. People would adapt to the new process. It was also noted that a no tobacco policy would include most vapors. **(Info)**

IV. NEW BUSINESS:

- A. NEW TRANSPORTATION SERVICE, WAVE TRANSIT:** Mr. Stanley reported that WAVE Transport out of Wilmington has a route that comes to Leland and is starting a new transportation program for people age 65 and over and for people with disabilities. On July 13th from 9 – 11 a.m., there will be a community forum at the Leland Town Hall. WAVE is asking for feedback on services needed. Mr. Stanley added that Brunswick County offers many services but people need a way to get there. He will be at the forum. Dr. Hilaman noted that Doshier Hospital has operated a wound care center for 18 months and over half of their patients come from the Wilmington/Leland area, but many have transportation issues. Patients need to attend regularly to heal. Dr. Hilaman asked Mr. Stanley to share his concerns with WAVE staff. A discussion followed concerning BITS as well as Brunswick Family Assistance being possible transportation options for patients. **(Open)**
- B. MENTAL HEALTH SCREENING KIOSK RIBBON CUTTING:** Mr. Stanley announced the Mental Health Screening Kiosk Ribbon Cutting is Wednesday, June 29th in the DSS lobby at 2 p.m. This kiosk provides another access point to refer people to care. Trillium provides this kiosk which provides immediate results and a direct connection to their crisis line. **(Info)**
- C. COUNTY DANGEROUS DOG POLICY:** Mr. Stanley announced that questions have come up recently regarding dangerous dogs. Dangerous animal issues are handled by the Brunswick County Sheriff's Office, where as Health Services gets involved with rabies cases are under the direction of the local health director. When an animal bites someone, the health department decides where the animal is quarantined. Health Services has Memorandums of Understanding (MOU) with local animal control offices throughout Brunswick County. The BCSO handles most of the calls. To declare a dog dangerous, items such as provoked/unprovoked and whether the dog was off its own property or not come into play. BCSO has a committee to declare by just the facts of the case. There is a separate committee to hear appeals. Some towns have their own rules and handle this issue on their own since there is no MOU. The Brunswick County Dangerous Dog Ordinance was distributed to Board members. A discussion followed. **(Info)**

V. BOARD INPUTS: Dr. King asked if there were any additional Board inputs and there were none. **(Open)**

VI: ADJOURNMENT: There being no further business, **the meeting was adjourned at 7:45 p.m. with a motion by Mr. Ward. Mrs. Sykes seconded the motion and it passed unanimously.**

The next BCHHS Advisory Board meeting will be held on **July 25, 2016 at 6:30 p.m.**

_____ Chairperson

_____ Secretary

Brunswick County Health and Human Services

Advisory Board Attendance Roster 2015-2016

NAME	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
King	X	X	X	X	X	*	X	X	X	X	X	X
Doherty		O	O	O	O	*	O	O	O	O	O	O
Miller	X	X		X	X	*		X		X		X
Williams	X	X		X	X	*	X		X	X	X	
Smith	X	X	X		X	*	X	X			X	X
Ward		X	X	X		*	X		X	X	X	X
Norton	X		X	X		*	X	X		X	X	
Howard		X	X	X		*	X	X	X		X	X
Sykes	X		X	X	X	*	X		X		X	X
Lawler	X	X			X	*	X	X	X	X	X	X
Hilaman	X	X		X		*	X	X	X		X	X
Narron							A	X	X	X	X	X

A = Month Appointed/Installed

C = Conflict with CC's Meeting

O = Off Board

X = In Attendance

AA = Approved Absence

Blank Space = Absent

Quorum equals six members present.

^ = Specially Called Meeting

*** = No Meeting**