

BRUNSWICK COUNTY HEALTH AND HUMAN SERVICES ADVISORY BOARD
REGULAR MONTHLY MEETING
September 28, 2015 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 6:34 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 and there were none.

II. REGULARLY OCCURRING ITEMS:

A. ATTENDANCE:

1. The following members were present:
 - Dr. Flint King, Chairman
 - Dr. Jerry Smith
 - Dr. J. Michael Howard
 - Mr. Gene Ward
 - Mr. Michael Norton
 - Mrs. Pat Sykes, County Commissioner

2. Members absent:
 - Mr. Haywood Miller
 - Dr. Brad Hilaman
 - Dr. Allen Williams, Vice Chairman
 - Dr. Kathryn Lawler

3. Staff members present:
 - David Stanley, Health and Human Services Director
 - Scott Milligan, Personnel Officer
 - Cyndi Glenn, Health Services Director of Nursing
 - Bob Campbell, Accounting Manager
 - Mark Weeks, Environmental Health Program Specialist
 - Cathy Lytch, Social Services Director
 - Anita Hartsell, Veterans Services Director
 - Pam Cheers, Section 8 Manager
 - Marjorie Rayl, Health Services, General Clerical Supervisor

4. Guests present:
 - None

B. APPROVAL OF MINUTES: Minutes for the monthly meeting held on **August 24, 2015** 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. **Mr. Stanley asked that “County Strategic Plan” be added as Item C under New Business. Mrs. Sykes moved to approve the agenda with the aforementioned additions and Mr. Norton 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 noted that the Child Fatality Prevention Team has not met since the last Advisory Board meeting. The next meeting will be held in December. **(Info)**

2. HEALTH SERVICES: Mr. Stanley reported that Flu Clinic starts tomorrow in the old Adult Health clinic space and will run until the first of the year. The hours are 9am – 12pm and 1pm – 4pm, Monday through Friday with no appointment needed. We differ from other clinics because we offer the high dose and Flumist as well as the regular vaccine. Mr. Stanley announced the new Health Director has been selected and will begin on October 12th. Cris Harrelson is currently the Health & Human Services Director in Bladen County and has over 20 years in Public Health. He was previously the Environmental Health Regional Specialist for Food and Lodging and also the State Defense Coordinator for the N.C. Department of Agriculture. **(Info)**

3. PUBLIC HOUSING SERVICES: Ms. Cheers noted that the waiting list response rate has not been what she had anticipated. The success rate for recent voucher issuance has been at approximately 60% which is not good for the list being so recent. It does mean that staff will process through the list sooner than expected. Ms. Cheers has been in contact with the financial analyst and they have determined that Brunswick County Public Housing can assist approximately 30 additional families. She added that staff will be very busy aggressively working through the waiting list the next three months. The unaudited financial submission was accepted by HUD with no conditions. Once the county’s financial audit is completed and the audit report has been received, the audited submission will be prepared and submitted (in the spring). **(Info)**

4. VETERANS SERVICES: Mrs. Hartsell reported that she and Glen Hartung just returned from the fall training conference with the N.C. Association of County Veteran Service Officers. They had great training which provides them with the continuing education units required to maintain their accreditations. On October 7th, staff will be setting up a table at the Resource Fair taking place at Sacred Heart Catholic Church in Southport. Mrs. Hartsell noted there has still not been any change regarding the water situation at the VA Wilmington Health Care Center. No one seems to know when the issue will be resolved. The clinic is still up and

running, with the exception of the GI, dental, and urology clinics. The VA is trying to get affected clients seen through the Fayetteville clinic, and in some rare cases, out-sourced locally. Mrs. Hartsell also reported that staff in Building F are being temporarily relocated to Building G due to building maintenance and roof repair. She hopes to be in the temporary location only about five months. **(Info)**

5. **SOCIAL SERVICES:** Mrs. Lytch announced that her department is now officially paperless. The Northwoods Document Management System co-pilot training for pilot social work staff begins this week. This allows staff to enter notes while out in the field. Staff is excited for this mobility function which will save social workers time with notes and reports. Mr. Stanley thanked this board as well as the County Commissioners for their support in purchasing this software. Mrs. Lytch proudly announced that Pam Hewett had one of the highest child support collections in the state for the month of August. Each month there is a Child Support review. Six cases were reviewed in September and each scored 100% for quality and data reliability for all elements of self-assessment and timeframes. The Federal Insurance Marketplace open enrollment will begin in November. Staff are developing a plan for the influx of applications. “Modern Times/Modern Crimes”, training for the elderly against financial exploitation will take place at Trinity United Methodist Church on October 13th from 9:30am until 12:30pm. Patti Myers is presenting as a guest speaker. DSS will also have a speaker at the law enforcement education “Crimes Against Elderly” being held at the St. James Community Center on October 14th. Mrs. Lytch distributed notepads, pens and flyers to support the new Foster Parent Recruitment campaign. Billboards will also be placed around the county in the next couple of months. The next class begins on January 14th and interested individuals should contact Tamela Jones at 910-253-2112. Brunswick County currently has only 28 foster homes and 130 children in foster care. It is best for the child to remain in Brunswick County so they can remain near their friends and support system as well as not have to switch schools. **(Info)**

III. OLD BUSINESS:

- A. **HHS CUSTOMER SERVICE IMPROVEMENT INITIATIVE:** Mrs. Lytch listed Adult Medicaid and Family and Children’s Medicaid ongoing units as being the most recent departments to survey their clients. The scores overall were excellent. Ninety percent of clients reported feeling their questions were answered. Most reported their wait time was 10 – 20 minutes and 87% felt they understood the forms. Staff is currently working on the questions to survey the social work program clients next. **(Open)**
- B. **UNCW PROJECT MISSION/STRATEGIC PLAN:** Mrs. Lytch stated she is still working on getting a team together to work on this project as well as coordinating a time to meet with a team facilitator who will be from the Council on Government. Team members so far are Cris Harrelson, Cyndi Glenn, Vanell Walker, Daphne Green, Beverly Hewett, Danny Thornton, Scott Milligan and Monique Bryant. **(Open)**

- C. AVAILABLE HHS EMPLOYMENT OPPORTUNITIES:** Mr. Stanley listed several positions open including Health Educator, Soil Scientist, and Senior Processing Assistant in Health Services. At DSS there are openings for Income Maintenance Caseworkers II and III, Office Assistant, and Social Work Supervisor III. Mr. Stanley encouraged the board members to contact him if they knew of anyone interested in applying. **(Open)**
- D. LEGISLATIVE WATCH:** Mr. Stanley discussed the recently passed Medicaid Reform Act. It provides for the privatization of Medicaid, essentially the same as the current mental health system. Three statewide managed care Provider Led Entities would pick 10 different regions they can cover. Every county would be a part of the program, none being allowed to opt out. The N.C. Division of Medical Assistance would be replaced with a new division called the Division of Health Benefits. Instead of Medicaid paying providers individually, Medicaid would give a fee for each patient. The purpose is to better control and manage the budget. It will take a while for this transformation and 3-6 years to fully implement. Mr. Stanley added that dental care is not mentioned. A discussion followed. **(Info)**
- E. RABIES HOME CONFINEMENT PROCEDURES:** Mr. Stanley stated that he met with Dr. King and they discussed the need to look at the procedures differently than in the past due to the health department being removed from involvement in Animal Services on a daily basis. There may be a need for a more structured decision making process. After discussing with other counties to see what they have in place, Mr. Stanley hopes to bring a couple of options for recommendation. **(Open)**
- F. POINT OF DISPENSING EXERCISE:** Mr. Stanley reported that most all of Health Services staff was at South Brunswick High School today for the exercise. Emergency Services, the Sheriff's Department and Brunswick Community College students assisted. Evaluators from the State as well as New Hanover and Duplin counties were present and stated they were very impressed with how supportive county partners were. Mr. Stanley is very proud of his staff completing this task even while two of the original planners have retired. **(Closed)**

IV. NEW BUSINESS:

- A. POSSIBLE STATE BUDGET IMPLICATIONS TO HHS PROGRAMS:** Mr. Stanley noted that he was a little premature in adding this to the agenda as the State interpretation of the Medicaid Reform Plan continues to change. He suggested giving it a few more weeks and possibly discussing the issue next month. **(Open)**
- B. COMMUNITY HEALTH ASSESSMENT UPDATE:** Mr. Stanley gave an update on the assessment which is required every four years for Accreditation and receipt of State funds. A survey is created and distributed to discover key issues in the county. Staff has partnered with UNCW to complete the assessment which is due in the spring. Surveys are still being distributed throughout the county as well as being available on the county website. Approximately 1100 have been completed so far with 2000 surveys being the goal. Mr. Stanley asked that the need for surveys be shared to assure opinions are received from a diverse group of the population. **(Open)**

C. **COUNTY STRATEGIC PLAN:** Mr. Stanley conveyed the need for the county to re-tool their strategic plan, the last one being completed over 10 years ago. A committee has been formed with Commissioner Frank Williams chairing and Commissioner Randy Thompson also a member. A survey is available on the county website as well as details on several community input meetings scheduled throughout the county. **(Closed)**

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

VI. **ADJOURNMENT:** There being no further business, **the meeting was adjourned at 7:15 p.m. with a motion by Mr. Norton. Dr. Howard seconded the motion and it passed unanimously.**

The next BCHHS Advisory Board meeting will be held on **October 26, 2015 at 6:30pm.**

_____ 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									
Doherty		O	O									
Miller	X	X										
Williams	X	X										
Smith	X	X	X									
Ward		X	X									
Norton	X		X									
Howard		X	X									
Sykes	X		X									
Lawler	X	X										
Hilaman	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**