

**BRUNSWICK COUNTY HEALTH AND HUMAN SERVICES
ADVISORY BOARD
REGULAR MONTHLY MEETING
October 26, 2020 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 6:36 p.m. in the Health Services Lobby (Building A).
- A. PUBLIC COMMENT:** Dr. King asked for public comments. Mr. Stanley introduced two UNC Pembroke nursing students who were on the conference line attending the meeting as part of their program requirements.
- B. SPECIAL PRESENTATION:** Dr. King asked if there were any special presentations. Mr. Stanley announced Employee of the Quarter for Health Services as Penny Mayo, Accounting Supervisor. Mr. Stanley read her nomination that was submitted by her supervisor, Jay Murray. Jay praised her for many things including: working above and beyond what anyone would have expected of her during this pandemic; working diligently to account for and track various grant opportunities; and, being a supportive supervisor and trusted colleague.
- II. REGULARLY OCCURRING ITEMS:**
- A. ATTENDANCE:**
1. The following members were present:
 - Dr. Flint King, Chairman
 - Ms. Lisa Narron
 - Mr. Hubert Reaves
 - Dr. Justin Asbury
 - Mr. Michael Norton
 - Dr. Allen Williams
 - Mr. Gene Ward
 2. Members absent:
 - Dr. Jerry Smith
 - Dr. Kathryn Lawler
 - Mrs. Pat Sykes
 3. Staff members present:
 - David Stanley, Health & Human Services Director
 - Cris Harrelson, Health Services Director
 - Cathy Lytch, Social Services Director
 - Cherie Browning, Director of Nursing
 - Anita Hartsell, Veteran Services Director
 - Danny Thornton, Environmental Health Director
 - Marjorie Rayl, Quality Assurance Specialist
 4. Guests present: None

- B. APPROVAL OF MINUTES:** Minutes for the monthly meeting held on **September 28, 2020** were reviewed. Dr. King asked if there were any corrections to the minutes. There were no corrections. **Mr. Ward moved to approve the minutes as written. Dr. Williams 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. Norton moved to approve the agenda as presented. Dr. King seconded the motion. The vote to approve the agenda as presented was unanimous. (Closed)**
- D. STAFF AND COMMITTEE REPORTS:**
- 1. VETERANS SERVICES:** Mrs. Hartsell noted that Veterans Day is coming up on Wednesday, November 11th, a day set aside to remember and thank Veterans for their service to our country. She recognized and thanked Dr. Jerry Smith and Mr. Hubert Reaves for their service. Mrs. Hartsell spoke of the many people who like to attend Veterans Day ceremonies to pay tribute to our service men and women. Unfortunately she is not aware of any formal public ceremonies scheduled this year due to COVID-19 and the restrictions on mass gatherings. A few individual veteran's posts are having ceremonies but only for post members and their families. She added that the Leland VFW Post is looking into making their ceremony virtual but are still working out the details in hopes to make this possible. **(Info)**
 - 2. CHILD FATALITY PREVENTION AND COMMUNITY CHILD PROTECTION TEAMS:** Mr. Stanley reported that CFPT last met on October 13th and did not have any cases to review but were required to meet due to State statute. The next meeting will be held on December 8th, via phone conference. **(Info)**
 - 3. ENVIRONMENTAL HEALTH:** Mr. Thornton announced no wastewater files exceeded the four week turnaround time frame for applications submitted. Staff is continuing to monitor the cold holding and still see 22% of establishments out of compliance. Staff will continue to monitor for a few months to look for improvement. Staff has responded to 39 complaints that were COVID-19 related. The next Count on Me NC BrunSCO Team meeting will be on November 16th. Participation doubled at the last meeting held on October 5th. Mr. Reaves asked if outbreaks were seen at specific restaurants. Mr. Stanley noted that more cases are being seen from restaurant staff and they are working closely together with establishments. Most are compliant. **(Info)**
 - 4. HEALTH SERVICES:** Mr. Harrelson reported the flu drive-thru clinic continues to operate smoothly. Staff has administered 1428 vaccines in the drive-thru and 686 in outreach events for a total of 2114 shots administered. Compared to the number of vaccines given at the same time last year, vaccines administered are up 52%. Unfortunately, high dose vaccine has run out, decreasing the rate of vaccines given. Although there is a nationwide shortage, additional high dose vaccine should ship the week of October 30th. **(Info)**

5. **NC LEGISLATIVE UPDATE:** Mrs. Lytch gave an update on Medicaid Managed Care which will resume July 1, 2021. All counties will move into the managed care model together. The first roll out will impact family and children's Medicaid recipients. The timeline for managed care is: November 1st – enrollment broker websites release; January 1st – enrollment broker provider directories release; March 1st – a soft launch of Managed Care enrollment; March 15th Open Enrollment for the entire state (choose provider); May 14th – Open Enrollment ends; May 15th – auto enrollment begins for those who did not pick provider; July 1st – Managed Care will launch; September 29th – locked in to choice of provider. **(Info)**
6. **HHS CUSTOMER SERVICE IMPROVEMENT REPORT:** Mr. Stanley noted this is on hold until in-person services resume as normal. **(Info)**
7. **PUBLIC HOUSING SERVICES:** Mrs. Lytch was excited to report the new Supervisor will join the team on November 2nd. There is currently an Occupancy Specialist vacancy. A temp is filling the role. Staff is working on rollout of two new modules in the HAPPY software for reporting and allowing participants to upload paperwork electronically through the web module. **(Info)**
8. **SOCIAL SERVICES:** Mrs. Lytch reported staff is continuing to work on making arrangements for a phone bank and reception center to plan for LIHEAP season which opens on December 1st for individuals age 60 and older receiving DAAS services. Anyone currently receiving food stamps who received LIHEAP funds last year will automatically receive the payment. Applications will be completed via email, mail or phone. The State is creating a press release. She added that the LIHEAP program will be open to the general public on January 1st and encourages individuals to apply using the EPASS application. There will be no face to face interviews. Mrs. Lytch reported that DSS is partnering with Jon David and the Brunswick County Sheriff's Office on the creation of an Elder Abuse MDT in order to better serve our aging community members who, all too often, are subjected to neglect or abuse. The goal is to use the MDT to better serve some of Brunswick County's most vulnerable community members by engaging in the best practices of investigating, protecting, and prosecuting those who take advantage of our elders. Virtual training is being provided to the team by the UNC School of Government. The first training was on October 14th. **(Info)**
9. **HHS EMPLOYMENT OPPORTUNITIES:** Mr. Stanley reported open positions. In DSS there is an opening for an IMC Supervisor in Adult Medicaid, a Social Worker I and Social Worker III. A Section 8 Occupancy Specialist is needed in Public Housing. In Health Services there is an opening for a Health Educator I. Also open are continuous postings for Income Maintenance Caseworker and Child Welfare Social Worker. **(Info)**

III. OLD BUSINESS:

- A. **NC EARLY CHILDHOOD ACTION PLAN REVIEW:** Mr. Stanley reviewed the last two measures in the Action Plan, #9-Getting Ready for Kindergarten and #10-Third Grade, Know How to Read. A printed PowerPoint was distributed for review. **(Closed)**

- B. **COVID-19:** Mr. Stanley reviewed the COVID-19 Partner Briefing, which was distributed at the meeting. Positive cases are increasing, and four more deaths were reported today. Roughly half of the deaths are related to congregate living, long-term care facilities. He noted that Brunswick County has the lowest positive cases per 10,000 in our region. He believes there are common themes for the uptick in numbers such as, complacency. Weather may also be a factor as people move inside due to colder temperatures. The fall season also brings reduced humidity which dries out mucous membranes and lowers our respiratory defenses. **(Open)**
- C. **COMMUNITY HEALTH ASSESSMENT ACTION PLAN UPDATE:** Mr. Stanley noted that staff is working with the same group that created the CHA to create the action plan. There is a new state system to upload the action plan once complete. Mr. Stanley will share the plan at a future meeting. **(Open)**
- D. **NC LOCAL HEALTH DEPARTMENT ACCREDITATION:** Mr. Stanley announced the next Board Meeting will be on November 20th and he will be attending. He added that, due to COVID-19, some requirements have been pushed back. One item being completed now is training for the Board of County Commissioners/Board of Health. Once that is sent back we can check the box. **(Open)**

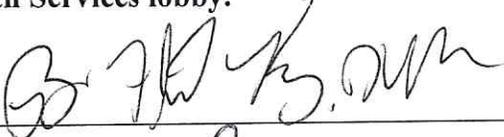
IV. **NEW BUSINESS:**

- A. **COVID-19 RESPONSE PLANNING STATUS:** Mr. Stanley discussed the Vaccine Distribution Plan and using a drive-thru and outreach model. The department is reviewing the staff needs in order meet the demand. Phase One will include vaccinating healthcare workers and first responders. Staff is beginning to receive input from hospital and partner agencies. **(Open)**
- B. **CO-RESPONDER RFP:** Mr. Stanley discussed the Co-Responder Services RFP that was distributed at the beginning of the meeting. DSS believes this will be a big help with their existing programs. It is a Pilot Program where Trillium provides, through their funding, for mental health providers to be co-located within DSS to provide a handoff and better care where mental health is really the main issue of what is going on. Mr. Stanley would like to present the proposal along with a provider to county leadership in mid-December after asking for letters of intent in November. **Dr. King made a motion to present the Co-Responder RFP proposal and provider to the Brunswick County Commissioners for review. Mr. Reaves seconded the motion. The vote to forward the Co-Responder RFP to County Commissioners was unanimous. (Closed)**

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

VI: **ADJOURNMENT:** There being no further business, **the meeting was adjourned at 7:32 p.m. with a motion by Mr. Ward. Mrs. Narron seconded the motion and it passed unanimously.**

The next BCHHS Advisory Board meeting will be held on **November 23, 2020 at 6:30 p.m. in the Health Services lobby.**


_____ Chairperson


_____ Secretary

Brunswick County Health and Human Services

Advisory Board Attendance Roster 2020-2021

NAME	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
King	X	X	X	X		*					*	
Lawler	X	X				*					*	
Narron	X	X	X	X		*					*	
Norton	X	X	X	X		*					*	
Reaves	X	X	X	X		*					*	
Smith	X		X			*					*	
Sykes	X	X	X			*					*	
Ward	X	X		X		*					*	
Williams	X	X	X	X		*					*	
Asbury	X	X	X	X		*					*	
Optometrist	V	V	V	V		*					*	

A = Month Appointed/Installed

C = Conflict with CC's Meeting

O = Off Board

X = In Attendance

V = Vacancy

AA = Approved Absence

Blank Space = Absent

Quorum equals six members present.

^ = Specially Called Meeting

*** = No Meeting**