

**BRUNSWICK COUNTY HEALTH AND HUMAN SERVICES
ADVISORY BOARD
REGULAR MONTHLY MEETING
January 25, 2021 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 Lobby (Building A).

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

B. SPECIAL PRESENTATION: Dr. King asked if there were any special presentations. Mr. Harrelson presented Stacie Holmes, RN as the Health Services Employee of the Quarter. He read her nomination which praised for being kind, caring, compassionate, professional and a great team player. She was also noted for her phenomenal job in the planning for the drive thru flu clinic and COVID-19 vaccination set-up.

II. REGULARLY OCCURRING ITEMS:

A. ATTENDANCE:

1. The following members were present:

Dr. Flint King, Chairman
Dr. Jerry Smith
Mr. Hubert Reaves
Mrs. Pat Sykes
Dr. Allen Williams
Mr. Gene Ward
Dr. Justin Asbury
Dr. Kathryn Lawler
Ms. Lisa Narron
Mr. Michael Norton

2. Members absent: None

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
Stacie Holmes, Public Health Lead RN

4. Guests present: None

- B. APPROVAL OF MINUTES:** Minutes for the monthly meeting held on **November 23, 2021** were reviewed. Dr. King asked if there were any corrections to the minutes. There were no corrections. **Mrs. Sykes 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. **Dr. Williams moved to approve the agenda as presented. Mr. Ward seconded the motion. The vote to approve the agenda as presented was unanimous. (Closed)**
- D. STAFF AND COMMITTEE REPORTS:**
- 1. VETERANS SERVICES:** Mrs. Hartsell announced that, effective January 1st, the VA is now requiring all claims to be electronically submitted. Previously claims could be mailed or faxed in, however, the VA feels switching everything to electronic claims submission will allow them to increase the claims processing times. As the VA receives COVID-19 vaccines, they will be contacting veterans to come in for the shot based on VA and CDC risk criteria. The first phase will be for healthcare personnel and long-term care patients, then for those age 75 years and older as well as frontline essential workers. The VA has already begun to contact veterans to obtain the vaccine at the Wilmington VA Clinic. Mrs. Hartsell also noted she is a member of the North Carolina Association of County Veterans Service Officers. One of their executive board members has decided to retire. The president of the association has appointed Mrs. Hartsell to finish the term on the board. Everyone congratulated her. **(Info)**
 - 2. CHILD FATALITY PREVENTION AND COMMUNITY CHILD PROTECTION TEAMS:** Ms. Browning reported that CFPT has not met since the last report. The next meeting will be held virtually on February 9th. **(Info)**
 - 3. ENVIRONMENTAL HEALTH:** Mr. Thornton noted that the Wastewater Protection Program had one file that exceeded the four-week turnaround goal. Staff has a good handle on it and he believes all files will meet expectations next month. Food & Lodging staff continues to see cold-holding issues, currently 17% out of compliance. Staff has responded to 26 COVID-19 related complaints, educating on the Executive Order. The Count on Me Brunsco Team will resume monthly meetings in February. **(Info)**
 - 4. HEALTH SERVICES:** Mr. Harrelson discussed the struggle with getting enough vaccine to adequately supply the demand. The next three weeks counties will receive vaccine based on a formula. A meeting has been scheduled with county transportation providers this week to discuss transportation gaps. Options are also being explored for locating vaccination sites in historically marginalized communities soon. **(Info)**

5. **NC LEGISLATIVE UPDATE:** Mrs. Lytch reported that NCDHHS remains committed to and focuses on the July 1, 2021 implementation of Managed Care. She reviewed the mission that is to improve the health of North Carolinians through an innovative, whole person centered, and well-coordinated system of care that addresses both the medical and non-medical drivers of health utilizing value-based plans and payments. The primary objective is for beneficiaries to get the care they need and providers to get paid. Tailored plan applications will be due February 2nd, option enrollment begins March 15th, and auto-enrollment begins on May 15th. DSS directors are in conversations with the State regarding COVID challenges with previously planned events. **(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 noted the department is fully staffed. Staff is researching for best use of CARES funding given directly to Public Housing that must be spent by June. A request to schedule the annual public hearing to receive comments on program policy and goals has been submitted. Mrs. Lytch reported that staff is working to improve lease up numbers. **(Info)**
8. **SOCIAL SERVICES:** Mrs. Lytch noted that automatic LIHEAP payments were sent to priority groups in December. The program opened to the general public on January 2nd. Most applications were received through ePass with other applications coming through mail, fax, email, or drop off. A total of 909 applications are approved, 227 denied, and 220 pending. Applications are placed in pending status due to information needed from the applicant. The information must be submitted within 10 days. If the 220 pending applications are approved they will use the balance of the funding. A total of \$413,950 of Federal funding was allocated to Brunswick County. Mrs. Lytch announced that the USDA has announced that all individuals approved to receive FNS benefits will receive 115% of benefits. All households will receive the maximum allotment for household size plus 15% until June. The State is working on revising Pandemic EBT benefits with the USDA. Last year all children qualified for free lunch. The benefit amount will be based on simplified assumptions. Mrs. Lytch thanked the amazing Brunswick County community for their holiday donations. Over 3,000 gifts were received for foster children and wards. Also received was \$9,890 in gift cards and cash donations from seven local partners. These are logged and used throughout the year to assist as needed. **(Info)**
9. **HHS EMPLOYMENT OPPORTUNITIES:** Mr. Stanley reported Income Maintenance Caseworker II and Child Welfare Social Worker III remain continuous postings. Other positions currently being recruited in DSS include: Income Maintenance Supervisor II in Adult Medicaid; Income Maintenance Caseworker II in Food and Nutrition Services; and, Social Work Program Support Specialist. Mr. Stanley noted there is high turnover in Social Work programs, a hard job particularly with COVID. Health Services is looking for contract nursing staff to roll out vaccine programs. **(Info)**

III. OLD BUSINESS:

- A. COVID-19:** Mr. Stanley reviewed the COVID-19 Partner Briefing, which was distributed at the meeting. He discussed a glitch within the Brunswick County Covid-19 Dashboard. The public is being directed to the State website and to choose Brunswick County to see the numbers. There are still a lot of new positive cases, but Brunswick County remains the lowest in our region of cases per 10,000. **(Open)**

- B. COVID-19 RESPONSE PLANNING STATUS:** Mr. Stanley reported that tomorrow 450 scheduled, first dose appointments will be held along with mingling in some second doses. In just two days last week over 750 vaccines were given at BCC Odell Williamson Auditorium. One thousand vaccines could easily be given if Brunswick County had the vaccine. Mr. Stanley asked the Board if they felt sending a letter from the Board to the Governor and Secretary Cohen might help. A discussion followed. Members felt it would be helpful. Suggestions included sending separate letters from each member and adding credentials to their signature. Mrs. Sykes recommended sending a hard copy as well as an email. She did not feel it necessary to send to the County Commissioners first. Mr. Stanley will draft a letter. **(Open)**

- C. COMMUNITY HEALTH ASSESSMENT ACTION PLAN UPDATE:** Mr. Stanley asked that Board members review the handout and plan to discuss this item at the February meeting. **(Open)**

IV. NEW BUSINESS:

- A. BOARD CHAIR AND VICE CHAIR NOMINATIONS:** Mr. Stanley noted that each year this Board is tasked to elect a chair and vice chair. **Mr. Stanley asked for a call of nominations for Chair. Dr. Williams moved to elect Dr. King as Chairman. There were no other nominations. Hubert Reaves made a motion to close nominations. The vote to elect Dr. King as Chairman was unanimous. Dr. King opened the floor for nominations for Vice Chair. Dr. Smith moved to nominate Dr. Williams. There were no other nominations. Mrs. Sykes made a motion to close nominations. The vote to elect Dr. Williams as Vice Chairman 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 7:43 p.m. with a motion by Mrs. Sykes. Mr. Ward seconded the motion and it passed unanimously.**

The next BCHHS Advisory Board meeting will be held on **February 22, 2021 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	X	*	X				*	
Lawler	X	X				*	X				*	
Narron	X	X	X	X		*	X				*	
Norton	X	X	X	X	X	*					*	
Reaves	X	X	X	X	X	*	X				*	
Smith	X		X		X	*	X				*	
Sykes	X	X	X		X	*	X				*	
Ward	X	X		X	X	*	X				*	
Williams	X	X	X	X	X	*	X				*	
Asbury	X	X	X	X		*	X				*	
Optometrist	V	V	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**