

**BRUNSWICK COUNTY HEALTH AND HUMAN SERVICES
ADVISORY BOARD
REGULAR MONTHLY MEETING
November 27, 2017 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 6:41 p.m. in the Health Services Board Room (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. Cris Harrelson introduced Allison Campbell, new Health Services Health Educator. She previously worked for Richmond County. Mr. Stanley introduced Emily Andrews who is attending the UNC Pembroke nursing program. Mrs. Lytch announced Maureen Williams as Social Services Employee of the Quarter. Mrs. Lytch read her nomination, as well as a moving transcript from one of the moms she has helped. Ms. Williams is known for being a shining example of social work who has made a huge impact on her coworkers and families she works with. Ms. Williams was very thankful of the nomination and praised Brunswick County for its efforts in keeping families together. Mr. Stanley thanked her for being an advocate for people who can't speak for themselves.

II. REGULARLY OCCURRING ITEMS:

A. ATTENDANCE:

1. The following members were present:

Dr. Flint King, Chairman
Ms. Lisa Narron
Dr. Jerry Smith
Dr. Kathryn Lawler
Mr. Michael Norton
Dr. Allen Williams
Mr. Haywood Miller
Mrs. Pat Sykes
Mr. Gene Ward

2. Members absent:

Dr. J. Michael Howard

3. Staff members present:

David Stanley, Health & Human Services Director
Cris Harrelson, Health Services Director
Anita Hartsell, Veterans Services Director
Cathy Lytch, Social Services Director
Danny Thornton, Environmental Health Director
Cherie Browning, Deputy Director of Nursing

Scott Milligan, Personnel Director
Marjorie Rayl, Quality Assurance Specialist
Allison Campbell, Health Educator
Maureen Williams, Social Worker
Rich Ohmer, Social Work Program Manager
Tonya Madden, In-Home Supervisor

4. Guests present: None
- B. APPROVAL OF MINUTES:** Minutes for the monthly meeting held on **October 23, 2017** 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. Dr. Smith 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 “Item C” be added under New Business as “December Meeting”. Mr. Ward moved to approve the agenda with the aforementioned change. Dr. Lawler 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:** Ms. Browning reported that the Child Fatality Prevention Team has not met since the last Advisory Board meeting. The Child Fatality Prevention Team will meet on December 12th. **(Info)**
 - 2. HEALTH SERVICES:** Mr. Harrelson reported that, due to demand dwindling, flu clinic has been moved to Immunization Clinic. As of November 17th, 3,931 flu vaccinations have been given. The total given for all of last season was 4,074 and 4,000 given in 2015. With two more outreach events scheduled and flu season not over yet, Health Services is set to surpass the last two years in vaccinations given. Mr. Harrelson applauded the Immunization staff for their hard work. Mr. Harrelson announced that Health Services will soon be a member of Coastal Connect Health Information Exchange. The exchange allows a sharing of health information between providers within 11 counties in southeastern North Carolina. The software, access and training is available at no cost. Due to a ruling in 2006, major tobacco companies must begin making corrective statements using very specific language about the adverse health effects of smoking; the addictiveness of smoking and nicotine; the manipulation of cigarette ingredients to maximize nicotine delivery; the lack of health benefits from smoking light, mild, natural and other cigarette descriptors that imply less harm; and the dangers of secondhand smoke. **(Info)**
 - 3. ENVIRONMENTAL HEALTH:** Mr. Thornton gave an update on the heavy workloads. On-site applications were as much as 12 weeks behind. New procedures have been implemented which allowed staff to learn new ways to speed up the process using collaborative efforts. This resulted in new site applications decreasing to seven and one-half weeks. New positions have been added with one new specialist beginning today who has experience from New Hanover and Brunswick Counties. **(Info)**

4. **HHS CUSTOMER SERVICE IMPROVEMENT REPORT:** Mrs. Lytch reported great results for the recent Public Housing survey, reporting excellent or good for overall customer service. The majority of calls were returned the same day or within 24 hours. Average wait time was less than 24 minutes. Many positive comments were written in. **(Info)**

5. **VETERANS SERVICES:** Mrs. Hartsell noted that the new Veteran ID cards that were mentioned at the last meeting should become available sometime in the month of November, according to the VA. Veterans must go online to www.vets.gov to obtain their card. As of the morning of November 27th, the website does not have a link to do this. The veteran must have an honorable or general under honorable discharge to obtain the ID card. Once the link does become available, the veteran must upload their own picture to be printed on the card. Once submittal is complete, it will take about three weeks for the card to be mailed to the veteran. The card is issued free of charge thanks to the generosity of Office Depot. Mrs. Hartsell gave a presentation on benefits at the Brunswick County Veterans Coalition meeting on November 8th. She also attended a Veterans Day Ceremony at Carillon Assisted Living on November 10th, where she recognized their veteran residents and pinned the Vietnam veterans with Vietnam War commemorative pins. Mr. Hartung set up information booths during the Brunswick VA Clinic's open house event on November 1st and at the Community Health Expo held at the Waccamaw Elementary School on Saturday, November 4th. **(Info)**

5. **PUBLIC HOUSING SERVICES:** Mrs. Lytch noted that the VASH voucher deadline was extended until December 1st but she has already submitted the letter of interest and will update the Board once advised of the status. The HUD-VASH program combines HUD Housing Choice Voucher (HCV) rental assistance for homeless Veterans with case management and clinical services provided by the VA at its medical centers (VAMC) and community-based outpatient clinics (CBOCs). The VA facility refers all eligible HUD-VASH families to the PHA. Any PHA currently administering an HVC program is eligible to submit a Registration of Interest (i.e., email and Letter of Support). This includes PHAs that do not currently administer the HUD-VASH program. Mrs. Lytch added that she is continuing to work with the sub-committee answering questions and providing feedback. Staff are continuing to work on removing individuals from the waiting list. Thirty-five vouchers have been issued. Once issued, recipients have up to 120 days (4 months) to lease up. **(Info)**

6. **SOCIAL SERVICES:** Mrs. Lytch reported multiple program audits in the past few months: Special Assistance Program, Child Care, Work First Program, Alexander Case, CD Program Development Plan. All results were excellent. Mrs. Lytch is very thankful to the Commissioners for the Northwoods program that gives staff what they need to do their jobs. The Low Income Energy Assistance Program (LIEAP) opens on December 1st to individuals over age 60, and those receiving services from the Division of Aging and Adult Services. Staff is scheduled to visit all Senior Centers, at least once and will go to Leland, Shallotte and Southport twice. Applications are also being sent out with meals on wheels. The information line is up and running. This program is offered using federal dollars and open to the general public in January. **(Info)**

7. **HHS EMPLOYMENT OPPORTUNITIES:** Mr. Milligan announced that the Foster Care Social Work Supervisor position has been filled, but due to internal shifting, there is now an opening for a QA Social Work Supervisor. Also open are two CPS Social Worker III positions, one in In-Home Services and one in Investigations. In Health Services, the Lab Manager and one Environmental Health Specialist positions were filled. Positions still open are EH Specialist, LPN, Lab Tech II, Clinic Clerical Unit Supervisor, Sr. Processing Assistant and Lead Nurse for PCM/CC4C programs. **(Info)**

III. OLD BUSINESS:

- A. **NC LEGISLATIVE UPDATE:** Mr. Stanley discussed the Child Protection and Accountability Act which is the regionalization of Social Services that would take the state's 100 county offices down to 30 regional offices. This has developed into part study, part child welfare initiative. Contract agencies will come in and review workgroup ideas and suggestions. County Commissioners, DSS Directors and Health and Human Services Directors make up the workgroups. The NC County Commissioners Association is sponsoring three different events. Brunswick County staff will attend one in Edgecombe County on January 17th to learn more looking at the process as changes develop. The purpose of the workgroups is to give feedback from the counties to prepare a legislative report. **(Info)**
- B. **OPIOID/STEPPING UP INITIATIVES:** Mr. Stanley is reviewing a 200-page report that was commissioned by President Trump to combat drug addictions. Many things are recommended, most at the federal level, such as prescribing and hospital pain surveys. Mr. Stanley will bring more information at the next meeting. Dr. Williams added that the NC Dental Board of Examiners require two hours of continuing education on opioid prescribing for recertification. They also will require the use of the NC Substance Abuse Reporting System beginning next year. He added that it would be helpful to see prescribing in South Carolina. **(Open)**
- C. **PUBLIC WATER SUPPLY:** Mr. Stanley reported that staff remains in close contact with the state concerning public water supply recommendations and there have been no changes to guidance. The county has done a tremendous job in sending out sampling information as they know it. **(Open)**

IV. NEW BUSINESS:

- A. **MEDICAID TRANSFORMATION:** Mr. Harrelson and Mrs. Lytch gave a PowerPoint presentation discussing Medicaid Transformation. **(Info)**
- B. **ADVISORY BOARD MEMBER TERMS:** Mr. Stanley noted that the Commissioners reset the expiration date of all appointee's terms to be in alignment with the fiscal year. Those on this Board who were set to expire December 1st will now expire on June 30, 2018. He thanked members for continuing to be a part of this Board. **(Info)**

C. **DECEMBER MEETING:** Mr. Stanley, citing a light agenda for December asked if the Board would like to cancel the December meeting, adding that if any items come up they would reserve the right to reschedule it. **Dr. King made a motion to cancel the December Health & Human Services Advisory Board Meeting. Dr. Williams seconded the meeting. The vote to approve the motion was unanimous. (Info)**

V. **BOARD INPUTS:** Dr. King asked if there were any additional Board inputs. Mrs. Sykes mentioned the North Carolina Association of Counties Discount Program that Brunswick County adopted. It offers dental, diabetes supplies, and prescription discounts. **(Info)**

VI: **ADJOURNMENT:** There being no further business, **the meeting was adjourned at 7:48 p.m. with a motion by Mrs. Sykes. Dr. Williams seconded the motion and it passed unanimously.**

The next BCHHS Advisory Board meeting will be held on **January 22, 2018 at 6:30 p.m.**



Chairperson



Secretary

Brunswick County Health and Human Services

Advisory Board Attendance Roster 2017-2018

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