

**BRUNSWICK COUNTY HEALTH AND HUMAN SERVICES
ADVISORY BOARD
REGULAR MONTHLY MEETING
February 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. Allen Williams at 6:33 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. Allen Williams, Vice Chairman
 - Mr. Haywood Miller
 - Mr. Michael Norton
 - Ms. Lisa Narron
 - Mr. Gene Ward
 - Dr. Jerry Smith
 - Dr. J. Michael Howard
 - Dr. Kathryn Lawler
 2. Members absent:
 - Dr. Flint King, Chairman
 - Mrs. Pat Sykes, County Commissioner
 3. Staff members present:
 - David Stanley, Health & Human Services Director
 - Cris Harrelson, Health Director
 - Anita Hartsell, Veterans Services Director
 - Cathy Lytch, Social Services Director
 - Scott Milligan, Personnel Officer
 - Danny Thornton, Environmental Health Director
 - Cherie Browning, Deputy Director of Nursing
 - Jay Murray, Business Manager
 - Marjorie Rayl, General Clerical Supervisor
 4. Guests present: None

- B. APPROVAL OF MINUTES:** Minutes for the monthly meeting held on **January 23, 2017** were reviewed. Dr. Williams asked if there were any corrections to the minutes. **There were no corrections. Dr. Howard 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. Williams asked if there were any adjustments to the agenda. **Mr. Stanley asked that under Staff and Committee Reports number 2, “HHS Customer Service Improvement Report”, and number 4, “Health Services”, be presented under New Business as Items D and E respectively, to avoid attendees having to repeatedly move to view PowerPoint presentations. Dr. Lawler moved to approve the agenda with the aforementioned changes. 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:** Mr. Stanley reported the next CFPT meeting will be on April 11, 2017. **(Info)**
 - 2. HHS CUSTOMER SERVICE IMPROVEMENT REPORT:** Mr. Harrelson gave a PowerPoint presentation on the Clinical Practice Management Project. He discussed the differences between private and public healthcare noting that we are unable to bill for some services, such as sexually transmitted diseases (STD). Practice management compares the cost per hour for providing services in private practice, public health consensus model, and Brunswick County Health Services. Mr. Stanley noted that this process allows each nurse to work at the top of his/her licensing. One of the positive changes being put into place is using our STD Enhance Role nurses to complete breast exams in BCCCP clinics. In the past, contract staff was used which limited the appointments. This service can now be offered every day of the week without the extra cost of paying for contract staff. **(Info)**
 - 3. HHS EMPLOYMENT OPPORTUNITIES:** Mr. Milligan announced the Adult Protective Services Social Worker position has been filled. Of the four open Income Maintenance Caseworker positions, three have recommendations submitted. He is looking to fill a Child Protective Services In-home Services Social Worker position. Interviews will be completed soon. Also open are the Income Maintenance Supervisor (Medicaid), Income Maintenance Technician, and Office Assistant positions. Mr. Milligan will be advertising for a Child Support Manager position and the Section 8 Occupancy Specialist which will be open due to a retirement. He also noted there will be a couple of Health Services positions open soon due to retirements. **(Info)**
 - 4. HEALTH SERVICES:** Mr. Harrelson gave an influenza update. The flu is now considered widespread throughout North Carolina. A PowerPoint presentation showed the Board statewide sample testing results for the week ending February 18, 2017. Also noted was a total of 44 influenza-related deaths this flu season, two of which were in Brunswick County. There has been one reported outbreak of influenza in a nursing home facility in Brunswick County. Mr. Harrelson reported that flu vaccine is still available and that it is important to be vaccinated. Although the vaccine may not prevent flu, it is shown to reduce the risk of getting sick by about half according to early CDC data. **(Info)**

5. **VETERANS SERVICES:** Mrs. Hartsell announced that on February 13th the Senate confirmed the Honorable David J. Shulkin as the ninth Secretary of Veterans Affairs. Prior to this confirmation, Dr. Shulkin served as Veterans Affairs Secretary for Health. On Tuesday, February 21st, Mrs. Hartsell gave a presentation on Veteran's benefits at the American Legion Post in Shallotte. The Bolivia Veterans Services office will be assisting District 9 American Legion with a 3-day Veterans Benefit Action Center event in Wilmington in March and April. Brunswick County has approved some resources to assist in promoting and providing this event to help veterans get claims processed by the VA. Staff and claims adjudicators from the Winston Salem VA Regional Office will be at this event. **(Info)**

6. **PUBLIC HOUSING SERVICES:** Mrs. Lytch announced the Occupancy Specialist has retired and staff will be recruiting to fill the position. The waiting list will be opened to the first 250 applicants beginning March 23rd. Applications will be taken Monday through Friday from 8:30 a.m. – 5:00 p.m. until the slots are full. **(Info)**

7. **SOCIAL SERVICES:** Mrs. Lytch noted several new items of legislation that went into effect at the end of 2016, including the Every Student Succeeds Act (ESSA). Training is currently being offered for school and DSS staff. Schools are invited to a meeting when children come into custody and to be a part of the process when decisions are being made as to whether children should change schools when placed in a foster home that is outside of their current home school area. Her staff is working on a Memorandum of Agreement with the school system regarding sharing the cost of transportation of children outside of the district. Mrs. Lytch added that only five children in custody are currently being transported. The Foster Care 18-21 program assists young adults as they transition to independent living. There are approximately 18 youth who are potentially eligible for the program. In order to be eligible the youth must work or attend school and attend team meetings and court quarterly to review progress. A social worker has been assigned to be the liaison to these youths. Mrs. Lytch also announced the Community Alternatives Program (CAP) is still on schedule to transition to New Hanover Regional Medical Center at the end of March and she will continue to provide this Board with updates. Brunswick County continues to be one of the counties that has exceeded the required application processing time requirement of 90%. **(Info)**

III. OLD BUSINESS:

- A. **NC LEGISLATIVE UPDATE:** Mr. Stanley distributed a copy of Senate Bill 704 and noted it is currently in Senator Rabon's committee. He reviewed the Board of Health rule, passed late last year, that was based on the Compendium of Animal Rabies Prevention and Control. This bill is essentially the same thing. If it passes, the Board of Health rule will sunset. **(Info)**

- B. FLU ORDER FOR FISCAL YEAR 2018:** Mr. Stanley explained his team met and felt this year's order should be the same as last year. As of now, 23% of last year's order of private vaccine has not been used and the maximum that can be returned is 25%. FluMist was not offered last year. It is traditionally administered in the schools and is very popular. Mr. Stanley noted that, if the CDC & manufacturers bring it back, it will be ordered in place of some of the injectable vaccine. The private vaccine order will include 2,500 regular, 1,500 high dose, 200 preservative-free, 25 pediatric and 10 doses of egg-free which totals 4,235 doses. **Dr. Williams made a motion to recommend keeping the flu vaccine order the same as last year. Dr. Howard seconded the motion. The vote to recommend the flu order be the same as last year was unanimous.** Mr. Stanley expressed the need for everyone to get vaccinated. Ms. Browning added the importance of washing hands. **(Closed)**
- C. PUBLIC HEALTH ACCREDITATION CALENDAR:** Mr. Stanley reported a change in the Accreditation Site Visit. The county manager will be interviewed on the second day, March 31st. Also interviewed will be Commissioners Sykes and Thompson and Dr. Flint King from this Board. Commissioner Cooke has offered to be available as a back-up in case the others cannot attend. **(Info)**
- D. OPIOID GOAL RECOMMENDATIONS FOR NACO:** Mr. Stanley remarked that Mrs. Sykes is currently in Washington, D. C. and that this item should be held over until next month. He looks forward to her update on the resolution that was passed on to the Commissioners by this Board. **(Open)**

IV. NEW BUSINESS:


- A. COMMUNICABLE DISEASE ANNUAL REPORT:** Mr. Harrelson gave the Communicable Disease Report for 2016. Items presented were annual case numbers of foodborne illness, positive rabies cases, STDs, HIV/AIDS, Hepatitis C, Tuberculosis, vectorborne, waterborne, and vaccine-preventable diseases for the years 2011 through 2015. Dr. Smith asked about needle exchange efforts in Brunswick County. Mr. Stanley noted that work is continued with Harm Reduction. They take their mobile unit to various sites. People are also able to drop off needles at other sites such as the Boiling Spring Lakes Police Department. Mr. Stanley hopes to be partnering with a mental health provider here on campus who will consider being at least a drop-off site. Trillium Health has published a Request for Proposals that is open until March 10th. They hope to have someone in the space by mid-May. The drug court and jail are also working to provide some help. Trillium has agreed to provide some funding for the uninsured. **(Info)**
- B. STATE OF THE COUNTY HEALTH REPORT:** Mr. Harrelson distributed a copy of the 2016 State of the County Report (SOTCH). He noted that the Community Health Assessment (CHA) was completed for 2015. A CHA is done every three years by collecting surveys and hard data to assess needs as well as assets. With this information a Strategic Plan is developed to address three to four priority items. In the interim years of the CHA, a SOTCH is created as a progress report. The SOTCH must meet certain requirements and staff must use evidenced-based programs to meet the needs of action items. Using a PowerPoint presentation, Mr. Harrelson reviewed the four areas discussed in the SOTCH. **(Info)**

C. **GOLDEN A AWARDS MARCH 27, 2017:** Mr. Stanley announced the 2017 Golden A Awards ceremony being held on March 27th at the Odell Williamson Auditorium. He explained it is a way to show appreciation to those facilities that have received a sanitation grade of 95 or higher for all of the inspections for the past year. Many have accomplished this for many years. The ceremony begins at 6 p. m. in the Event Center and Mr. Stanley invited all to attend. He noted that this is the same day as the March Health and Human Services Advisory Board meeting which will be held at 7 p. m. also in the auditorium, on stage. **(Info)**

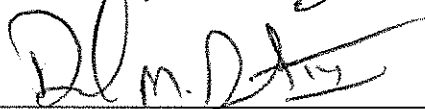
V. **BOARD INPUTS:** Dr. Williams asked if there were any additional Board inputs and there were none. **(Info)**

VI: **ADJOURNMENT:** There being no further business, **the meeting was adjourned at 7:54 p.m. with a motion by Mr. Ward. Dr. Howard seconded the motion and it passed unanimously.**

The next BCHHS Advisory Board meeting will be held on **March 27, 2017 at 7:00 p.m. at Odell Williamson Auditorium.**



Chairperson



Secretary

Brunswick County Health and Human Services

Advisory Board Attendance Roster 2016-2017

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