

**BRUNSWICK COUNTY HEALTH AND HUMAN SERVICES
ADVISORY BOARD
REGULAR MONTHLY MEETING
April 24, 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 6:30 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. Mr. Harrelson introduced Cherie Browning, Deputy Nursing Director, as Health Services Employee of the Quarter. He read her nomination that praised her for excelling in her role, providing leadership by example, and her commitment to excellence in patient care among many other things. Ms. Browning was very thankful noting she has worked here for 16 years and loves her job, patients and staff. Mrs. Lytch announced Brook Trantham as Employee of the Quarter for DSS. Brook's coworkers nominated her for her positive and helping attitude and making accommodations for coworkers even though busy with her own duties. Mrs. Lytch noted that there were 10 staff members nominated this quarter and the decision was not an easy one. Mrs. Lytch praised Ms. Trantham for her dedication. Mr. Stanley presented Mrs. Lytch with a certificate for reaching five years of dedicated service with Brunswick County.

II. REGULARLY OCCURRING ITEMS:

A. ATTENDANCE:

1. The following members were present:

Dr. Flint King, Chairman
Mr. Gene Ward
Mrs. Pat Sykes, County Commissioner
Mr. Michael Norton
Ms. Lisa Narron
Dr. Jerry Smith
Dr. J. Michael Howard
Dr. Kathryn Lawler

2. Members absent:

Dr. Allen Williams, Vice Chairman
Mr. Haywood Miller

3. Staff members present:
 - David Stanley, Health & Human Services Director
 - Cris Harrelson, Health Director
 - Anita Hartsell, Veterans Services Director
 - Cathy Lytch, Social Services Director
 - Danny Thornton, Environmental Health Director
 - Cherie Browning, Deputy Director of Nursing
 - Ashley Barton, WIC Director
 - Marjorie Rayl, General Clerical Supervisor
4. Guests present:
 - Brittany Jozefowicz, Coastal Southeastern United Care
 - Stacy Williamson, Coastal Southeastern United Care

B. APPROVAL OF MINUTES: Minutes for the monthly meeting held on **March 27, 2017** were reviewed. Dr. King asked if there were any corrections to the minutes. **There were no corrections. Mr. Norton moved to approve the minutes as written. Dr. Lawler 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 and there were none. **Mrs. Sykes moved to approve the agenda as written. Mr. Ward 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. Harrelson reported that three cases were reviewed at the last meeting with no system problems noted. The next Child Fatality Prevention Meeting will be held on June 13, 2017. **(Info)**
2. **HHS EMPLOYMENT OPPORTUNITIES:** Mrs. Lytch noted the following position vacancies, all at DSS: Attorney, ICM Supervisor/Adult Medicaid, ICM Supervisor/Family & Children's Medicaid, two Income Case Managers, and an Office Assistant. A recommendation has been made for a Child Support Supervisor. **(Info)**
3. **HHS CUSTOMER SERVICE IMPROVEMENT REPORT:** Mrs. Lytch reported that Customer Satisfaction Surveys were distributed to all clients in the month of March. The results were distributed to the Board. Mrs. Lytch said the reports were excellent and the comments written in were impressive. **(Info)**
4. **HEALTH SERVICES:** Mr. Harrelson gave an update on Practice Management activities noting that initiating new activities was put on pause due to the Accreditation Site Visit. Things are moving again now with the STD clinic offering open access. Mr. Harrelson announced a 98% first pass pay rate for March. Staff is moving forward on accepting credit/debit cards. Smoking cessation training is being planned in order to offer the service which is billable to Medicaid. Staff is waiting for a trainer to be assigned to begin using the Employment Security Commission database for income verifications. Mr. Harrelson introduced Ashley Barton, WIC Director, who gave a PowerPoint presentation on the WIC program. She noted that staff has been exceeding

their caseload goal with an average of 105%. Of the 85 WIC offices in the state, only 13 are meeting or exceeding 97% of their assigned caseload. Staff has put forth a considerable effort to promote the program. The Brunswick County WIC offices are a part of the pilot program EWIC which is an EBT-type system. The pilot starts in October and will run for three months. **(Info)**

5. **VETERANS SERVICES:** Mrs. Hartsell reported that the Veterans Benefit Action Center event in Wilmington was a huge success with 766 veterans being assisted during the three-day event. Staff received 363 new claims and over one million dollars in retroactive benefits were paid. Many Brunswick County veterans were there and able to get their claims adjudicated. Veterans from as far as Florida, Michigan, and Ohio were also in attendance. Several veterans, mostly volunteers at the event, have since come to the Brunswick County office to file claims. They are looking at hosting another event like this next year and have asked Mrs. Hartsell to be on the planning committee. Mr. Stanley added that this event is particularly impactful due to Veterans Administration employees being on site with the ability to look up information and make decisions. Mrs. Hartsell also reported that Glen Hartung set up an information table for the North Carolina National Guard Reconnect Survivors event that was held April 23rd at Sea Trail. Mrs. Hartsell announced the State has approved the \$2,000 in annual appropriations for her office and the County has already received these funds. **(Info)**

6. **PUBLIC HOUSING SERVICES:** Mrs. Lytch reported that the new Occupancy Specialist has started. He has worked in all areas of public housing. Staff has 28 vouchers currently outstanding and are working with these individuals to find housing. Four will expire at the end of the month. Staff will help these four and then begin pulling from the wait list. Staff is working to increase the lease up rate to 390-399 families. **(Info)**

7. **SOCIAL SERVICES:** Mrs. Lytch announced April as Child Abuse Awareness month. Staff has planted a pinwheel garden on the walking trail and placed information booths in the DSS and Health Services lobbies. May is Foster Parent Appreciation Month, staff usually plans an event. The weeks between Mother's Day and Father's Day are recognized as Elder Abuse Awareness Month. There will be a walk on May 18th from 10am – 12 noon with vendors and information along the walking trail. The first semester of Economic Services training at Brunswick Community College is over and the second semester has begun. Eight staff members are attending. The class will be opened to the general public in the fall semester. Those completing the training will receive a certificate. Mr. Stanley added that the training is a win for the county for job development of staff, as well as a win for BCC due to the training being approved as an HRD program allowing the college to receive money back. Mrs. Lytch announced that 29 adoptions have been completed in the last year. Her staff really works to find a good fit and she is proud of their efforts. Mrs. Lytch reported that at least 60 people recently attended training on working with parents who are incarcerated. The trainer is with Our Children's Place of Coastal Horizons Center in Chapel Hill. DSS has seen an increase in the number of children coming into custody due to substance abuse issues. **(Info)**

III. OLD BUSINESS:

- A. **NC LEGISLATIVE UPDATE:** Mr. Stanley distributed a copy of House Bill 608 noting that the bill would require the 100 county DSS offices to become 30 regional offices. The bill details what a study group would find but, regardless of the findings, this would happen. It is still unclear what entity would govern the new structure. **(Info)**

- B. **PUBLIC HEALTH ACCREDITATION CALENDAR:** Mr. Stanley appreciates the work of this Board as well as staff in Health Services being recommended for re-Accreditation. The site visit team had two primary comments. They were very complimentary of staff and the leaders that were interviewed. They also said that Brunswick County is the “poster child” of communication in conducting meetings. **(Open)**

- C. **OPIOID GOAL RECOMMENDATIONS FOR NACO/STEPPING UP:** Mr. Stanley reported that he and Mrs. Sykes will be in Raleigh on May 9th for the North Carolina Practice Improvement Collaborative: Stepping Up Summit. Mrs. Sykes reported the person that started the Stepping Up program nationally is being put on a national task force that President Trump has started. North Carolina has been very active in NACO at this point. Mrs. Sykes met with Senator Thom Tillis’ office and Congressman David Rouzer. She added that Brunswick County needs money for treatment and she will keep pushing. **(Open)**

- D. **MENTAL HEALTH OUTPATIENT CLINIC ON GOVERNMENT COMPLEX:** Mr. Stanley noted that he has worked for the past year to get a mental health clinic back on the campus for a warm handoff from various partners on campus, including the courts, DSS, Health Services, and the school system. He announced that Trillium awarded the contract to Coastal Southeastern United Care and introduced Stacy Williamson and Brittany Jozefowicz. Ms. Jozefowicz spoke about plans to open in Building F on May 15th. They will offer an on-site therapist and nurse. They currently have an office in Shallotte next to Seashore Pediatrics. That office provides three full-time therapists and five psychiatrists that can see people age four and older. The Shallotte office is also a suboxone clinic that offers outpatient services from 8 a.m. to 5 p.m. as well 24-hour on call staff. Staff has been hired for the Bolivia office and they are excited. **(Closed)**

IV. NEW BUSINESS:

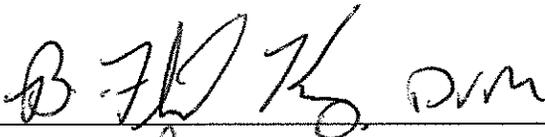
- A. **MOSQUITO CONTROL PLANNING:** Mr. Stanley reported that mosquito control is a year-long process with a lot of preventative work so staff does not have to spray as much. They go to the towns to ensure operators receive the continuing education that is needed. Jeff Brown partners with towns and helps them to calibrate their equipment to stay within the regulations. When school ends, he will identify areas that need treatment to limit pesticide use at schools. Mr. Brown is also going to Pender county to assist them. **(Info)**

B. RABIES EXPOSURE PLANNING: Mr. Stanley noted he has been working with Tommy Tolley and the Sheriff's office as well as the State veterinarians and our own Dr. King to further define scratches by animals. The issue is when a child is scratched by a puppy that is not yet eligible for a rabies vaccine or an animal that has never been outside. Not every animal is the same. Some are low risk. In the past scratches have been treated as bites making some cases more restrictive than is necessarily needed, based on the situation. Mr. Stanley thanked Dr. King for helping to work through these issues. **(Info)**

V. BOARD INPUTS: Dr. King 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 7:37 p.m. with a motion by Mr. Ward. Mr. Norton seconded the motion and it passed unanimously.**

The next BCHHS Advisory Board meeting will be held on **May 22, 2017 at 6:30 p.m.**


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