

**BRUNSWICK COUNTY HEALTH AND HUMAN SERVICES
ADVISORY BOARD
REGULAR MONTHLY MEETING
September 25, 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 6:32 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. There were none.
- II. REGULARLY OCCURRING ITEMS:**
- A. ATTENDANCE:**
1. The following members were present:
 - Dr. Flint King, Chairman
 - Dr. J. Michael Howard
 - Ms. Lisa Narron
 - Dr. Jerry Smith
 - Dr. Kathryn Lawler
 - Mr. Michael Norton
 - Dr. Allen Williams
 2. Members absent:
 - Mr. Haywood Miller
 - Mrs. Pat Sykes
 - Mr. Gene Ward
 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
 - Jay Murray, Business Manager
 - Danny Thornton, Environmental Health Director
 - Cherie Browning, Deputy Director of Nursing
 - Scott Milligan, Personnel Director
 - Marjorie Rayl, Quality Assurance Specialist
 4. Guests present: None

- B. APPROVAL OF MINUTES:** Minutes for the monthly meeting held on **August 28, 2017** were reviewed. Dr. King asked if there were any corrections to the minutes. **There were no corrections. Dr. Howard 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. **Mr. Stanley asked that “Item C” be added under New Business as “Environmental Health On-Site Backlog”. Dr. Williams 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 October meeting has been cancelled. The Child Fatality Prevention Team will meet next on December 12th. **(Info)**
 - 2. HEALTH SERVICES:** Mr. Harrelson distributed an updated list of flu outreach for October and encouraged everyone to share it with friends and family. He also gave an update on the Family Planning Medicaid Project. Since the project began, 40 patients have been interviewed for eligibility and 26 have received the waiver. Staff expects more revenue in the coming months with this person coming over from Social Services, as needed, to screen people that may not even know an option exists. Mr. Harrelson reported that Health Services’ on-site lab recently received the quarterly state lab audit and were found 100% compliant. He is very proud of lab staff, especially since the lab manager has been out for several months causing the lab to be short-staffed during this time. Mr. Harrelson announced that NC WIC is transitioning to an electronic benefits transfer (EBT) system, referred to as eWIC. Brunswick County, along with six other counties (Bladen, Columbus, Duplin, New Hanover, Onslow, and Pender), has been selected to participate in the pilot roll-out. On October 3rd, state WIC staff will be present at all three WIC offices within Brunswick County to provide training and ensure that staff and equipment are ready for eWIC card issuance. Brunswick County will begin issuing eWIC cards on October 4th and no longer issue paper vouchers. The pilot period will last from October 4th through December 31st, 2017. After this pilot period, there are ten rollout weeks scheduled in 2018 for the remainder of the state to transition to eWIC. **(Info)**
 - 3. HHS CUSTOMER SERVICE IMPROVEMENT REPORT:** Mrs. Lytch noted that the Family and Children’s Medicaid section sent out customer service surveys and received very good reports overall, including 100% responding that caseworkers were respectful and courteous. Explanation of forms rated good at 98% and the remaining 2% being non-applicable. Mr. Stanley asked if the new software seemed to play a role in the positive responses. Mrs. Lytch feels it does because it allows the caseworker to be notified as soon as a client checks in. If the client waits longer than 10 or 15 minutes, a supervisor is notified. **(Info)**

4. **VETERANS SERVICES:** Mrs. Hartsell gave a brief presentation on veteran's benefits on September 12th at the St. James Community Center. On September 20th, Glen Hartung set up an information booth and gave a presentation on veteran's benefits at the Sacred Heart Catholic Church Resource Fair in Southport. Mrs. Hartsell will be setting up an information booth at the North Brunswick Community Services Expo at the Cultural Arts Center in Leland. Mrs. Hartsell reported that, earlier this month, the VA unveiled their new Decision Ready Claims (DRC) submission option that promises to have claims decided within 30 days. However, this 30-day processing time is misleading due to putting more work and liability on the local office to reduce the VA's wait times. She added that the new process is only for veterans who are filing for re-evaluation of an existing, service-connected disability. **(Info)**
5. **PUBLIC HOUSING SERVICES:** Mrs. Lytch gave a PowerPoint presentation on the Housing Choice Voucher Homeownership Option presentation. A discussion followed. Mr. Stanley asked the Housing Committee to come early next month to look more closely at the program. **(Info)**
6. **SOCIAL SERVICES:** Mrs. Lytch announced that the Medicaid Report Card has been verified and Brunswick County has passed the report for August. She noted that, starting last January, counties that did not pass for three consecutive months, could have their program taken over by the state. Brunswick County continues to pass the Food & Nutrition Service application timeliness. Staff is participating in a Medicaid processing time study to see how long the process should take. **(Info)**
7. **HHS EMPLOYMENT OPPORTUNITIES:** Mr. Milligan noted of the two senior processing assistant positions, one has been filled and a recommendation has been given for the other. The Social Worker II (SA/In-Home) and Social Work Supervisor (CPS) positions have been filled. A recommendation has been made for the Social Worker III position and the Social Worker Supervisor position in SA/In-Home remains open. In Health Services, the Senior Accounting Clerk and Deputy Nursing Director/Practice Manager positions are both filled. Several positions remain open: Lead Public Health Nurse (Child Health/Imm.); Lead Public Health Nurse (Women's Health); Public Health Nurse in CD; LPN in Immunizations; Lab Manager; Medical Office Assistant in WIC; and Environmental Health Program Specialist. **(Info)**

III. OLD BUSINESS:

- A. **NC LEGISLATIVE UPDATE:** Mr. Stanley distributed a list of sections of the NC Sewage Rules proposed to be changed. Staff is working through list of proposed the changes and Mr. Stanley will bring any substantive changes to the next meeting. The state is asking for feedback by the end of October. Once the changes leave the Public Health Commission, they will go to the Rules Review Commission for another set of reviews and critiques. **(Info)**

- B. OPIOID/STEPPING UP INITIATIVES:** Mr. Stanley announced a good turnout at the initial Stepping Up meeting last Monday. He thanked Marjorie Rayl, Jay Murray and Cris Harrelson for their assistance with this project. The group came up with many comments and suggestions which he will share at the next meeting. **(Open)**
- C. RABIES EXPOSURE PLANNING:** Mr. Stanley has met with Tommy Tolley and Dr. King to discuss giving a recommendation on rabies exposures. Mr. Stanley plans to make a presentation at the October meeting. **(Open)**
- D. PUBLIC WATER SUPPLY:** Mr. Stanley gave an update from Department of Environmental Quality (DEQ) and Department of Health and Human Services (DHHS) concerning GenX. GenX was found in monitoring wells and in private drinking water wells within one mile from the center of the Chemours plant near Fayetteville, NC. Bottled water is being provided as an alternative water source for users of the drinking wells found with elevated levels of GenX around the Chemours Plant. **(Open)**

IV. NEW BUSINESS:

- A. HURRICANE RESPONSE:** Mr. Stanley stated he was very proud of staff responding to needs due to hurricanes. Shelters may be opened across the county and staff may be there for an extended time. Our social workers and nurses help to administer and assist the Red Cross both before and after the storm. Environmental Health staff assist after the storm in water sampling, invest spills, and to get food service establishments, daycares and hospitals back up and running. Management staff are working in the EOC during the storm. **(Info)**
- B. MOSQUITO CONTROL UPDATE:** Mr. Stanley reported that Jeff Brown with Mosquito Control has received 419 specific requests for spraying and has completed all but 42. Spraying is focused in identified areas but cannot be done unless winds are low. He has been pulling samples in different areas. **(Info)**
- C. ENVIRONMENTAL HEALTH ON-SITE BACKLOG:** Mr. Stanley noted there have been a lot more requests of Environmental Health services, not just on-site wastewater but all programs. The growth of the county has plan reviews, pools, and restaurants trending upwards. Permitting requests are currently about two months behind. The goal is a two-week turnaround. Mr. Stanley said that potential solutions are being discussed. **(Info)**

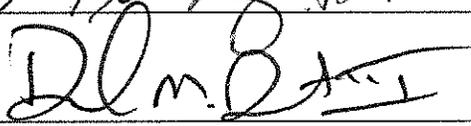
- V. BOARD INPUTS:** Dr. King asked if there were any additional Board inputs and there were none. **(Info)**

VI: **ADJOURNMENT:** There being no further business, the meeting was adjourned at 7:35 p.m. with a motion by Mr. Norton. Dr. Lawler seconded the motion and it passed unanimously.

The next BCHHS Advisory Board meeting will be held on **October 23, 2017 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									
Miller	X	X										
Williams		X	X									
Smith	X	X	X									
Ward	X	X										
Norton		X	X									
Howard	X		X									
Sykes												
Lawler		X	X									
Narron	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**