

**BRUNSWICK COUNTY HEALTH AND HUMAN SERVICES
ADVISORY BOARD
REGULAR MONTHLY MEETING
July 23, 2018 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 6:31 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. Mr. Harrelson presented Colleen Potter, Environmental Health Technician, as Health Services Employee of the Quarter. He read her nomination that was submitted by Environmental Health lead staff. They praised her for doing an excellent job; being eager to do what is necessary; and, her polite, positive attitude. Mr. Milligan noted that this is her second nomination for Employee of the Quarter. Colleen thanked everyone and said she is very humbled.

II. REGULARLY OCCURRING ITEMS:

A. ATTENDANCE:

1. The following members were present:

Dr. Flint King, Chairman
Dr. Allen Williams
Dr. J. Michael Howard
Dr. Kathryn Lawler
Mr. Michael Norton
Ms. Lisa Narron
Dr. Jerry Smith

2. Members absent:

Mr. Gene Ward
Mr. Haywood Miller
Mrs. Pat Sykes

3. Staff members present:

David Stanley, Health & Human Services Director
Cris Harrelson, Health Services Director
Scott Milligan, Personnel Director
Cathy Lytch, Social Services Director
Anita Hartsell, Veteran Services Director
Danny Thornton, Environmental Health Director
Marjorie Rayl, Quality Assurance Specialist
Colleen Potter, Environmental Health Technician
Frankie Beam, Veterans Services Officer

4. Guests present: None

- B. APPROVAL OF MINUTES:** Minutes for the monthly meeting held on **June 25, 2018** were reviewed. Dr. King asked if there were any corrections to the minutes. **There were no corrections. Dr. Lawler moved to approve the minutes as written. Dr. Howard 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. **Mr. Norton moved to approve the agenda as presented. Dr. Williams seconded the motion. The vote to approve the agenda was unanimous. (Closed)**
- D. STAFF AND COMMITTEE REPORTS:**
- 1. VETERANS SERVICES:** Mrs. Hartsell announced that she received approval for the purchase of VetraSpec software, which has already been purchased and staff is currently using. This web-based software provides secure electronic back-up and will allow staff to access records at off-site functions. It also gives greater tracking capabilities for claims work. Mrs. Hartsell participated in the North Brunswick Chamber of Commerce District 5 Leadership Forum on July 17th. This was a veteran's information session where she, along with Jim Prosser, Assistant Secretary of Veterans Affairs and Director of the NCDVA, and representatives from the offices of Congressman Rouzer and Senator Tillis were on hand to answer questions. On July 19th Glenn Hartung gave a presentation to the Brunswick County Veterans Coalition. Mrs. Hartsell introduced Mrs. Frankie Beam, new Veterans Service Officer. Mrs. Beam was the Disabled Veterans Outreach Specialist with NC Works Employment Office in Stanly and Cabarrus counties and is also retired Army. Mr. Hartung's last day is this Friday. **(Info)**
 - 2. CHILD FATALITY PREVENTION AND COMMUNITY CHILD PROTECTION TEAMS:** Mr. Harrelson noted the next Child Fatality Prevention Team meeting will be on August 14th. **(Info)**
 - 3. ENVIRONMENTAL HEALTH:** Mr. Thornton reported that turnaround time for new site evaluations is five weeks. The newest Specialist was delegated authority last week and now has his own caseload. Staff will begin concentrating on the Management Entity caseload. Staff is required to perform two pool inspections for annual pools. Food and Lodging staff will handle these inspections. Mr. Thornton discussed the 2012 adopted NC Food Code that will sunset at the end of the year. Beginning January 1, 2019 cold holding temperatures must be at 41 °F instead of 45 °F. Staff is doing a cold holding campaign by doing surveys to show, if in violation, what the inspection form would look like in 2019. Mr. Thornton also invited board members to Bruce Withrow's retirement party on July 25th at noon. Mr. Withrow has worked at Brunswick County Health Services for 33 years with a total of 38 or 39 years in local government. **(Info)**

4. **HEALTH SERVICES:** Mr. Harrelson discussed the recent N. C. Department of Health and Human Services press release regarding the first death in 2018 from West Nile Virus. This was an adult living in SE North Carolina. He noted that the disease can range from no symptoms to a mild, flu-like illness. In about 1% of cases, West Nile Virus can cause a severe illness affecting the central nervous system. Brunswick County mosquito control staff is actively looking for this and other viruses as they pool mosquitos. Mr. Harrelson announced that Health Services will be partnering with mosquito control staff to cross reference data of tick-borne illnesses within the geographic regions of Brunswick County. They will be specifically looking for Ehrlichiosis, Rocky Mountain Spotted Fever and Lyme Disease. Using this data, staff can learn how to better control ticks. Mr. Harrelson noted that WIC will be relocating to the former Employee Health Clinic in August. Immunizations Clinic will then move into the WIC space. Both moves will better facilitate patient service delivery and allow for much needed space for program staff. **(Info)**
5. **HHS CUSTOMER SERVICE IMPROVEMENT REPORT:** Mrs. Lytch reported on results from the Family and Children’s Medicaid customer service surveys. Overall, ratings were excellent or good. Some of the positive comments included “improved service” and “courteous and helpful. **(Info)**
6. **PUBLIC HOUSING SERVICES:** Mrs. Lytch said that staff continues to work on removing individuals from the waiting list by either certifying or determining applicants as ineligible. Staff is also in the process of hiring a housing inspector. **(Info)**
7. **SOCIAL SERVICES:** Mrs. Lytch noted that beginning in October, Social Services must accept all reports of human trafficking regardless of who the perpetrator is. Currently, the reports are only accepted if by a caregiver. Mrs. Lytch added that staff sends reports that don’t meet the requirements over to the Sheriff’s office. She also noted that moving Child Welfare into NC-Fast is still on hold. Mrs. Lytch noted the Governor’s budget includes an additional \$662,069 in additional funds for child care assistance. Letters are going out to families on the waiting list. It is estimated that an additional 100 children may be removed from the list with this additional funding. Day care policy changes also take effect in October. Families are required to report changes in income. Beginning in October, the change in income will not go into effect until recertification. **(Info)**
8. **HHS EMPLOYMENT OPPORTUNITIES:** Mr. Milligan noted that open positions include: Program Support Specialist, two CPS Investigators, Income Maintenance Caseworker Supervisor, two Income Maintenance Caseworkers, and an Office Assistant in Child Protective Services. Health Services is recruiting for a Nutritionist I, Public Health Nurse, and two Environmental Health Technicians. **(Info)**
9. **NC LEGISLATIVE UPDATE:** Mr. Stanley discussed changes in the requirement for distance between wells and septic systems. Wells should be located at least 100’ from a septic system but if that could not be met, the well must be at least 50’ from the septic system and have 35’ of casing. New rules require only 20’ of casing for those wells between 50 and 100 feet of a septic system. He added that all the new 2C rules are paused for guidance. **(Info)**

III. OLD BUSINESS:

- A. **PUBLIC WATER SUPPLY:** Mr. Stanley noted the recent press release discussing the blood and urine testing of up to 30 residents living near the Chemours' Fayetteville Works facility for the presence of GenX. This is a joint project with the CDC and State. **(Open)**
- B. **CHILD WELFARE REFORM:** Mr. Stanley noted the State continues to move forward with changes. The State contractor's draft report is due out at the end of July with the final report coming at the end of August. **(Open)**
- C. **AIR QUALITY PERMITS:** Mr. Stanley noted the Brunswick County Commissioners sent a letter to the North Carolina Department of Environmental Quality concerning methyl bromide air quality permitting. **(Info)**

IV. NEW BUSINESS:

- A. **WORK REQUIREMENTS FOR BENEFITS:** Mr. Stanley discussed Able-Bodied Adults Without Dependents (ABAWDs) and food stamp benefits. ABAWDs are people who are not disabled and have no dependents that must meet special work requirements to receive food stamps. They receive three months of benefits and then must have 20 days of job training or 20 hours of work. Mr. Stanley also noted the Farm Bill of 2018 is up on September 30th. **(Info)**
- B. **FOSTER CARE LICENSURE RULES:** Mr. Stanley discussed the rules related to water bodies and becoming a foster home. The rule states access to hazards such as water shall be avoided by either a fence at least 48 inches high around the water body or around the home. **(Info)**
- C. **UNCLAIMED BODIES:** Mr. Stanley noted that DSS has the statutory responsibility for final disposition of unclaimed bodies. DSS staff tries to find a relative/family member or group that will take responsibility. If no family is found and DSS has met the 10-day required period, final disposition is handled by DSS. **(Info)**
- D. **NUCLEAR DRILL:** Mr. Stanley is very proud of staff that participated in a nuclear stand up shelter drill held on July 10th. A second phase is taking place on July 31st at the Leland Cultural Arts Center. Health and Human Services' role is to be available to set up a shelter as well as direct potassium iodide activities such as a need to tell response workers or the public to consume the pills. These drills take place every two years. **(Open)**
- E. **YELLOW DOT PROGRAM:** Mr. Stanley noted that Health Services is partnering with EMS for this program that is similar to a medical alert bracelet. A yellow sticker is placed on a vehicle or even outside the home to give medical staff notice that someone has a medical condition. EMS staff is trained to look for the sticker and then look in the glovebox or refrigerator for the paperwork detailing the condition. The paperwork can then follow the patient to the hospital. Other cities have done this as well. **(Info)**

F. **OUR COMMUNITY LINK:** Mr. Stanley distributed a business card with the Our Community Link's web address. The program has been made possible by the New Hanover Regional Medical Center to benefit everyone in the area. By entering a zip code, a user is able to see different choices for community help. Anyone can put information into the system. **(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 7:26 p.m. with a motion by Dr. Lawlor. Mr. Norton seconded the motion and it passed unanimously.**

The next BCHHS Advisory Board meeting will be held on **August 27, 2018 at 6:30 p.m.**


_____ Chairperson


_____ Secretary

Brunswick County Health and Human Services

Advisory Board Attendance Roster 2018-2019

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