

**BRUNSWICK COUNTY HEALTH AND HUMAN SERVICES
ADVISORY BOARD
REGULAR MONTHLY MEETING
November 26, 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 6:30 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. Kathryn Lawler
Dr. Jerry Smith
Mr. Haywood Miller
Mr. Gene Ward
Dr. J. Michael Howard
Dr. Donna Bacchi-Smith
Ms. Lisa Narron

2. Members absent:

Mr. Michael Norton
Mrs. Pat Sykes
Dr. Allen Williams

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
Cherie Browning, Nursing Director
Jay Murray, Business Manager
Marjorie Rayl, Quality Assurance Specialist

4. Guests present: None

- B. APPROVAL OF MINUTES:** Minutes for the monthly meeting held on **October 22, 2018** 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. Mr. Ward 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 “Draft Annual Health & Human Services Report” be added as Item C under new business. Dr. Howard 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. VETERANS SERVICES:** Mrs. Hartsell reported that her office was asked by the Committee to Honor America’s Veterans to attend the Veterans Day Ceremony in Sunset Beach. During the ceremony, members of the committee recognized and honored the staff for the services they have provided to the community. Committee member, Robert Jones, paid for an inscription on one of the memorial’s wall caps which states, “Veterans say thanks for years of support from devoted members of Brunswick County Veterans Services”. Mrs. Hartsell gave a presentation on veterans benefits on November 14th to the Knights of Columbus at Sacred Heart Catholic Church in Southport. **(Info)**
 - 2. CHILD FATALITY PREVENTION AND COMMUNITY CHILD PROTECTION TEAMS:** Ms. Browning noted they have not met since the last Advisory Board meeting. The next meeting will be on December 11th. **(Info)**
 - 3. ENVIRONMENTAL HEALTH:** Mr. Harrelson reported that staff continues to work very hard to catch up on wait times which are currently at four to five weeks. **(Info)**
 - 4. HEALTH SERVICES:** Mr. Harrelson noted that the Brunswick County Substance Use and Addiction Commission met on November 8th and all members attended. They discussed roles and experience with substance use disorder (SUD). Members would like to see community involvement, a change in the stigma associated with substance use and mental health, a focus on treatment and recovery resources within the county and to start a conversation about over-prescribing. The commission will meet monthly for the first year. The next meeting will be January 3rd at 6pm in the Health Services board room for a short strategic planning. Mr. Stanley added that the meetings are open to the public. He reviewed the positions on the commission. Mr. Harrelson reported that staff has begun work on the 2019 Community Health Assessment (CHA). The steering committee met on November 7th. The committee will form small work groups to compile survey questions and define a method of distribution. The questions will be aligned with other counties to ensure a smooth transition to regional CHAs in the future. Mr. Harrelson gave an update on flu season, noting that January through February is usually the peak of flu cases. Statewide, cases are sporadic and predominantly Type A. So far this season 4,152 flu vaccines have been given by Health Services staff which is more than the last three years. **(Info)**

5. **HHS CUSTOMER SERVICE IMPROVEMENT REPORT:** Ms. Lytch announced that surveys were distributed for the Clerical DSS unit which includes finance and triage. She noted 100% of the surveys were positive including comments that staff were polite, respectful, needs were met, and questions were answered. **(Info)**

6. **PUBLIC HOUSING SERVICES:** Mrs. Lytch announced that staff will be conducting briefing sessions in December. After sessions are completed the waiting list will only have 50 families. Staff would like to re-open the waiting list the first of 2019. Mrs. Lytch added that it has been two years since the waiting list was last closed. Before opening the list, staff would like to assist individuals who have been displaced by Hurricane Florence. A public hearing is not required to add these individuals to the preference list. The individuals could be referred directly, or a public notice could be posted to identify those in need. **Dr. King moved to recommend to the Brunswick County Commissioners to look at adding a disaster preference to consider helping these families. Mr. Ward seconded the motion. The vote to approve the recommendation was unanimous.** HUD's Fair Market Rents (FMR) have decreased over the past two years. Current policy states that for two or more-bedroom units FMR should be 90% of the HUD's FMR. The cost of living continues to increase causing a gap at the 2-bedroom rate. Problems leasing up are due to the 40% cap of an applicant's income to spend on rent. Staff would like to request that the 2-bedroom unit rate be 100% of HUD FMR. **Dr. Bacchi-Smith made a motion to recommend to Brunswick County Commissioners an increase to 100% of FMR for 2-bedroom homes. Dr. Smith seconded the motion. The vote to approve the recommendation was unanimous. (Info)**

7. **SOCIAL SERVICES:** Mrs. Lytch announced that Low-Income Home Energy Assistance Program (LIHEAP) applications will be accepted beginning Monday, December 3rd at the Social Services building, as well as the Senior Centers, for households including a person aged 60 or older or an individual receiving disability benefits and services. Residents must meet the 140% of poverty guideline. The program will open to the general public on Wednesday, January 2nd at which time applications will be taken at the Town Creek Community Building in Winnabow. Mrs. Lytch explained that a tent will be erected outside the building for residents to wait in if the building is full. In an effort to assist families who were impacted by Hurricane Florence, the State is waiving parental fees for service months November through January. The General Assembly recently appropriated \$3.5 million to DHHS to provide funding to assist counties with local matching funds for DSNAP operations due to Hurricane Florence. Brunswick County staff processed 9000 applications within 8 days and the estimated share is \$50,000. Once DHHS is in receipt of all certified match expenditures they will distribute the funds. County reimbursement will be determined by total expenditures and available funding. Mrs. Lytch noted that Brunswick County will serve on the Advisory Group that will assist with the Enrollment Broker process. This group will assist with the smooth transmission for our eligible residents as they move into Managed Care. **(Info)**

8. **HHS EMPLOYMENT OPPORTUNITIES:** Mr. Milligan reported that recommendations have been made for the Veteran Services Technician and Social Work Program Administrator positions. There are several vacancies and he is currently recruiting for two Income Maintenance Caseworker Supervisors and two Income Maintenance Caseworkers in Intake. The new Communicable Disease nurse started today. **(Info)**

9. **NC LEGISLATIVE UPDATE:** Mr. Stanley noted that the House and Senate have been super majority proof in the past but that has changed. We will have to see if the changes bring new direction in issues such as child welfare reform. **(Info)**

III. OLD BUSINESS:

- A. **PUBLIC WATER SUPPLY:** Mr. Stanley recommended closing this item. The approved construction of the Low-Pressure Reverse Osmosis water system is slated to begin in June of 2019. The item will be added back if there are any changes. **(Close)**
- B. **CHILD WELFARE REFORM:** Mr. Stanley announced that counties will not be held accountable for the performance measures expected per the MOU for this fiscal year. The State needs additional time to vet data. Counties are making comments regarding the amended MOU. **(Open)**
- C. **WIC PROGRAM UPDATE:** Mr. Stanley noted that they continue to hire staff. The Bolivia office is open every day and staff alternates between opening the Shallotte and Leland offices in order to see clients. Once new staff are properly trained and the Director comes back from leave, all three sites will be running normally. **(Open)**
- D. **HURRICANE FLORENCE ACTIVITIES:** Mr. Stanley distributed and reviewed the November 21st FEMA Brunswick County at a Glance. Approximately 7000 homes have been inspected. Staff is looking at any resources they need to focus on or things we, or our partners, can do better. Non-profits are being invited to an after-action meeting to discuss their challenges. Dr. Smith asked why we are building in low areas that are prone to flooding. **(Open)**

IV. NEW BUSINESS:

- A. **HOSPICE AWARENESS PRESENTATION:** Mr. Stanley introduced Haylie Long with Lower Cape Fear Hospice (LCFH). LCFH is the only local hospice that has a full-time medical director. They are also the only non-profit hospice and will not turn down those that cannot pay. Ms. Long discussed the history of hospice and its holistic approach to end of life. **(Closed)**
- B. **HHS CALENDAR REVIEW FOR 2019:** Mr. Stanley first asked if the board wanted to hold the previously scheduled meeting on December 17th. Some members will not be able to make it and there is a concern of having a quorum. Dr. King suggested cancelling the meeting and all agreed. Secondly, Mr. Stanley discussed the option that was brought to him of having less meetings in 2019 such as, meeting every other month. Mr. Stanley asked all to think about it for further discussion at the January meeting. **(Open)**
- C. **DRAFT ANNUAL HEALTH & HUMAN SERVICES REPORT:** Mr. Stanley distributed a draft annual report for fiscal year 17-18. He noted that Allison Campbell has put a lot of time and effort into the inaugural report. He feels it is a good tool to distribute to show where taxpayer monies are utilized in Health & Human Services. He asked all to review the report and bring back any suggestions in January. **(Open)**

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 7:39 p.m. with a motion by Mr. Ward. Dr. Lawler seconded the motion and it passed unanimously.**

The next BCHHS Advisory Board meeting will be held on **January 28, 2019 at 6:30 p.m.**

B. J. King, DVM Chairperson

D. M. Davis 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	X	*	X	X							
Miller		X	*	X	X							
Williams	X		*	X								
Smith	X	X	*	X	X							
Ward			*	X	X							
Norton	X	X	*	X								
Howard	X		*	X	X							
Sykes		X	*	X								
Lawler	X	X	*	X	X							
Narron	X	X	*		X							
Bacchi-Smith	O	O	*	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**