

**BRUNSWICK COUNTY HEALTH AND HUMAN SERVICES
ADVISORY BOARD
REGULAR MONTHLY MEETING
July 22, 2019 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 Mr. Michael Norton at 6:32 p.m. in the Health Services Board Room (Building A).
- A. PUBLIC COMMENT:** Mr. Norton asked for public comments. There were none.
- B. SPECIAL PRESENTATION:** Mr. Norton welcomed new Board member Hubert Reaves, who was introduced at the last meeting. Mr. Stanley added that he has known Mr. Reaves for many years noting that he was Mr. Stanley's mentor while they worked in Environmental Health together. Mr. Norton asked if there were any special presentations. Mr. Stanley announced Joyce Dennany as Health Services Employee of the Quarter. Joyce was unable to attend the meeting. Mr. Stanley read her nomination that praised her for her calm, pleasant demeanor, and being an awesome team player. She has worked for Health Services for about a year and a half. Mr. Stanley added that she will be recognized at the department's upcoming staff meeting.
- II. REGULARLY OCCURRING ITEMS:**
- A. ATTENDANCE:**
1. The following members were present:
 - Mrs. Pat Sykes
 - Ms. Lisa Narron
 - Dr. Jerry Smith
 - Mr. Gene Ward
 - Mr. Michael Norton
 - Dr. J. Michael Howard
 - Dr. Kathryn Lawler
 - Mr. Hubert Reaves
 2. Members absent:
 - Dr. Allen Williams
 - Dr. Flint King, Chairman
 3. Staff members present:
 - David Stanley, Health & Human Services Director
 - Cris Harrelson, Health Services Director
 - Scott Milligan, Personnel Director
 - Danny Thornton, Environmental Health Director
 - Cathy Lytch, Social Services Director
 - Anita Hartsell, Veteran Services Director
 - Jay Murray, Business Manager
 - Karen Cooper, Deputy Nursing Director
 - Marjorie Rayl, Quality Assurance Specialist

4. Guests present: None

- B. APPROVAL OF MINUTES:** Minutes for the monthly meeting held on **June 24, 2019** were reviewed. Mr. Norton 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:** Mr. Norton asked if there were any adjustments to the agenda. **Mr. Stanley asked that “Board Vacancies” be added as Item E under New Business. Mr. Ward 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 on July 1st, the Secretary of Veterans Affairs issued a memorandum executing his authority to stay on pending claims affected under the Blue Water Navy Vietnam Veterans Act of 2019. No decision will be made on any pending claims affected by that act until implementation of the statutory amendments Congress directed to go into effect on January 1, 2020. Braden Hartis, a local Boy Scout, has created three American flag retirement boxes for his eagle scout project; one of which is now located in the Brunswick County Veterans Services office. The other two boxes are located in the Wilmington VA Clinic and Belville Town Hall. Anyone is welcome to drop off their old American flags in these retirement boxes. Once a box is full, Troop 750 will be contacted to pick up the flags and perform a proper retirement ceremony. Mr. Reeves thanked Mrs. Hartsell for her support of Vietnam Vets. **(Info)**
 - 2. CHILD FATALITY PREVENTION AND COMMUNITY CHILD PROTECTION TEAMS:** Ms. Cooper reported that two cases were reviewed at the last CFPT meeting with no system problems noted. The next CFPT meeting is on August 13th. **(Info)**
 - 3. ENVIRONMENTAL HEALTH:** Mr. Thornton reported that the average wait time for all on-site wastewater applications is 3.8 weeks. New duties in the Well Program include identifying any known source of contamination within 100 feet of new wells. NCDEQ has tools to identify these for siting wells. This will start on August 1st and be added into the current workflow. Mr. Thornton also announced a new Food & Lodging quality assurance requirement starting next July 1st. A soft launch will occur this fiscal year. This will allow a better annual report to the state. **(Info)**
 - 4. HEALTH SERVICES:** Mr. Harrelson stated that DPH, PHP&R and NC Emergency Management are meeting together at the state level to incorporate local school nurses into the public health response. State communicable disease staff completed a monitoring visit of the STD/CD program on June 27th. The purpose was to assess compliance with various agreement addenda, audit medical records for proper documentation, coding, billing, and to evaluate our STD Enhanced Role nurses. No deficiencies were noted. An Accreditation workgroup, being co-chaired by fellow health directors, has been tasked to make sure Accreditation activities are a needed and worthwhile service. The workgroup is meeting monthly. **(Info)**

5. **NC LEGISLATIVE UPDATE:** Mr. Harrelson announced that House Bill 529 “An Act Providing that the Utilities Commission Can Make Rate Adjustments” also includes an amendment to G.S. 130A-280 to include the construction of artificial swimming lagoons. An artificial swimming lagoon is a very, very large swimming pool (lake), some even have sand. The Commission for Public Health looked at the emergency phone at or within 75 feet of pools. The rule is being reassessed in light of cell phones. Benefits of the landline phones are having the pool address tied to the number, as well as, the phones dial 911 directly. **(Info)**

6. **HHS CUSTOMER SERVICE IMPROVEMENT REPORT:** Ms. Cooper reported on the Patient Satisfaction Surveys completed this past April in the Immunizations clinic. She noted that 90% of the responses were excellent with most of the rest rated good. Three patients requested different hours; one each for earlier, later, and weekend hours. Most patients were referred from their doctor. Staff was praised as being friendly and knowledgeable. **(Info)**

7. **PUBLIC HOUSING SERVICES:** Mrs. Lytch reported that staff are meeting to review the admin plan and collect updates to present recommended changes to the Advisory Board subcommittee. She also noted that August is the last month that applications will be accepted for the Hurricane Florence waiver. Nine applications have been received. Staff are working with three and the other six have been housed. Mrs. Lytch discussed the Mainstream Voucher Program which assists non-elderly persons with disabilities who are at risk of institutionalization, homelessness or are currently homeless. Applications are due September 5th. Mrs. Lytch will do more research about the program and, if able to apply, will share with the Commissioners and share more with this board at the August meeting. **(Info)**

8. **SOCIAL SERVICES:** Mrs. Lytch noted that staff will be attending the Social Service Institute annual training July 30th through August 1st. The event is typically held in October but was moved due to the hurricane. Many of the topics will focus on Medicaid Transformation. Economic Services staff attended a State-sponsored Medicaid Transformation training last week letting them know the changes in NC-Fast, such as tabs for managed care providers. Open enrollment began for regions 2 & 4. Mrs. Lytch reported that, earlier this month, DHHS received a public records request regarding the number of children in foster care as a result of parental substance abuse. She added that in fiscal year 15/16, 40% of placements were due to parental substance abuse. In fiscal year 17/18 that number climbed to 66.3%. These cases experience many challenges with reunification, including maintaining stability for 12-24 months. Mrs. Lytch discussed Child Welfare initiation reports and the MOU Performance Measures. One measure is to initiate 95% of CPS reports received within the required time frames. Staff discussed, and put into place, different ways to improve on this measure. This hard work paid off. Fiscal year 17/18 showed an initiation rate of 94.3% which is timely. In fiscal year 18/19 it was increased to 97.8% during which time there was a huge increase in the number of reports received over previous years. The social workers worked really hard to accomplish this and protect our children. **(Info)**

9. **HHS EMPLOYMENT OPPORTUNITIES:** Mr. Milligan reported several open social worker positions in Foster Care, Foster Care LINKS, Child Protective Services, and In-Home sections. In Health Services, interviews have been held for the Nutritionist and a candidate has been selected. The new Food & Lodging Specialist position posting has closed. Interviews are being set. There were several qualified applicants. **(Info)**

III. OLD BUSINESS:

- A. **HURRICANE FLORENCE ACTIVITIES:** Mr. Stanley reported that a lot of the work is now being handled through non-profits. VOAD is organized and working with the non-profits to help people re-build. There was a well-attended event on June 14th for an opportunity for legal aid and advice. More dates will be scheduled and they are creating a tool to track. A Volunteer Coordinator position has been created to be housed in Emergency Services. A Functional Needs Coordinator position has also been added to Emergency Services to work with special needs residents on registering and needs such as movement, oxygen, or transportation if evacuated. **(Closed)**
- B. **MEDICAID TRANSFORMATION:** Mr. Stanley noted that everything is on track. Regions 2 and 4 go live on November 1st. The rest of the state, Phase 2, will go live in February. Last week letters went out to Brunswick County beneficiaries informing them of open enrollment. **(Open)**
- C. **COMMUNITY HEALTH ASSESSMENT UPDATE:** Mr. Stanley reported that staff and volunteers have completed collecting data from communities selected by UNCW. The data is in and the next step is to decide where to assemble focus groups and schedule the meetings. **(Open)**

IV. NEW BUSINESS:

- A. **HURRICANE PREPAREDNESS ACTIVITIES:** Mr. Stanley stated that staff from Health & Human Services, Emergency Services, and the Schools have been meeting to discuss lessons learned from Hurricane Florence. A readiness walk-through of the schools has been completed. Emergency Services has pods available to be used for some of the equipment that can be prepositioned. Shelter nurse training took place in June with almost all the school nurses attending. Mrs. Sykes added she would like to introduce the new Emergency Services Director at a future meeting. **(Closed)**
- B. **NUCLEAR PREPAREDNESS ACTIVITIES:** Mr. Stanley discussed the potassium iodide (KI) distribution as part of Health Services' nuclear response. The purpose of ingesting KI is to keep the thyroid from absorbing radiation to help prevent thyroid cancer. The Nuclear Regulatory Commission supplies counties with the KI. Brunswick County's last distribution is set to expire in April 2020. Distribution is for the 10-mile radius around the plant which includes some of New Hanover County, who manages their own distribution. There are discussions about whether to distribute in advance to all residents within the 10-mile radius as has been done in the past or to hold back and distribute just in time during an event. There are concerns of whether people would remember where the pills are when needed when handed out years ahead of use. The blister packs also have an issue of dosage not being legible. Health Services would continue to visit schools, daycares and larger employers. Anyone who requests the KI would continue to get it in advance at Health Services. The radius includes Southport Elementary, Virginia Williamson, South Brunswick Middle and High Schools. **(Open)**

- C. **COUNTY PIO:** Mr. Stanley said the new county Public Information Officer is Megan Kascsak, previously the PIO for Stillwater, Oklahoma. **(Info)**
- D. **VASH VOUCHER OPPORTUNITY:** Mr. Stanley discussed the VASH Voucher program. The program would allow for additional Section 8 housing vouchers for veterans. The program uses HUD funds and no local dollars. **Dr. Smith made a motion to recommend to the Brunswick County leadership to pursue the current VASH Voucher opportunity for Brunswick County. Dr. Lawler seconded the motion. The vote to pursue VASH Vouchers was unanimous. (Closed)**
- E. **BOARD VACANCIES:** Mr. Stanley announced the resignation of Dr. Bacchi-Smith from this board to assist Health Services staff as the medical director. Staff is currently looking for a new medical doctor to fill the advisory board vacancy. **(Info)**
- V. **BOARD INPUTS:** Mr. Norton asked if there were any additional Board inputs. There were none. **(Info)**
- VI: **ADJOURNMENT:** There being no further business, **the meeting was adjourned at 7:36 p.m. with a motion by Dr. Howard. Mrs. Sykes seconded the motion and it passed unanimously.**

The next BCHHS Advisory Board meeting will be held on **August 26, 2019 at 6:30 p.m. in the Health Services boardroom.**



Chairperson



Secretary

Brunswick County Health and Human Services

Advisory Board Attendance Roster 2019-2020

NAME	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN
Howard	X											
King												
Lawler	X											
Narron	X											
Norton	X											
Reaves	A											
Smith	X											
Sykes	X											
Ward	X											
Williams												
Bacchi-Smith	O											

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