

**BRUNSWICK COUNTY HEALTH AND HUMAN SERVICES  
ADVISORY BOARD  
REGULAR MONTHLY MEETING  
October 28, 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 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. Mr. Stanley welcomed Dr. Justin Asbury, new board member. Dr. Asbury is a family doctor working with Novant Health. He noted his primary location is in Leland but, due to being the coastal market lead for Novant Primary Care, he also works in Calabash, Southport, and at the hospital.

**II. REGULARLY OCCURRING ITEMS:**

**A. ATTENDANCE:**

1. The following members were present:

Dr. Flint King, Chairman  
Ms. Lisa Narron  
Mr. Michael Norton  
Mr. Hubert Reaves  
Dr. Allen Williams  
Dr. Jerry Smith  
Mr. Gene Ward  
Dr. J. Michael Howard  
Dr. Kathryn Lawler  
Dr. Justin Asbury

2. Members absent:

Mrs. Pat Sykes

3. Staff members present:

David Stanley, Health & Human Services Director  
Cris Harrelson, Health Services Director  
Scott Milligan, Personnel Director  
Josh Cumbee, Environmental Health Program Specialist  
Rich Ohmer, Social Work Program Manager  
Anita Hartsell, Veteran Services Director  
Cherie Browning, Nursing Director  
Marjorie Rayl, Quality Assurance Specialist

4. Guests present: None

- B. APPROVAL OF MINUTES:** Mr. Stanley explained that, due to not having a quorum at the last meeting, motions made in September would be reconsidered at this meeting. Minutes for the monthly meetings held on **August 26, 2019 and September 23, 2019** were reviewed. Dr. King asked if there were any corrections to either of the minutes. There were no corrections. **Dr. Howard moved to approve the minutes for August 26, 2019 and September 23, 2019 as written. Dr. Smith 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. There were none. **Dr. Williams moved to approve the agenda as presented. Dr. Lawler seconded the motion. The vote to approve the agenda as presented was unanimous. (Closed)**
- D. STAFF AND COMMITTEE REPORTS:**
- 1. VETERANS SERVICES:** Mrs. Hartsell noted that, through the VA's Mission Act, the VA is automatically enrolling every veteran who is seen and treated through a VA medical facility in the eHealth Exchange. This means the VA will be releasing veterans' health information to their community providers and other health information exchange partners, including other government agencies and private organizations. If a veteran does not wish to participate in the electronic sharing of their health information, they may opt out by completing VA form 10-10164 and submitting this to the VA Release of Information Office at the VA Medical Center. Mrs. Hartsell also announced that veterans enrolled and eligible for VA healthcare may receive a flu immunization by showing their VA ID cards at the VA medical clinics. It is recommended that they call the clinic prior to going to verify walk-in times and availability, as they are subject to change. **(Info)**
  - 2. CHILD FATALITY PREVENTION AND COMMUNITY CHILD PROTECTION TEAMS:** Ms. Browning noted there has been no CFPT meeting since the last board meeting. The next meeting will be on December 10<sup>th</sup>. **(Info)**
  - 3. ENVIRONMENTAL HEALTH:** Mr. Cumbee gave an update on the Food & Lodging cold holding campaign. He noted that 54% of facilities are able to meet the 41° standard. Staff expect to see greater compliance due to the weather changing with cooler temperatures. Ambient air has been part of the issue. Mr. Cumbee noted the water protection section is continuing to work with Computer Services on GPS accuracy in locating contamination sources near wells. All but one on-site wastewater application are within four weeks wait time. **(Info)**

4. **HEALTH SERVICES:** Mr. Harrelson reported that flu clinics are going strong for the past month both at the on-site clinic and outreach. There has been a strong response, especially for the high dose vaccine for seniors. Staff has completed 27 outreach events, resulting in 1,982 shots. At the schools 1,744 shots were given with 663 being provided at the Health Services flu clinic. This adds up to a total of 4,389 which is trending to meet or exceed those given last year which was the highest given since 2014. Dr. Lawler asked if there were any flu incidences in Brunswick County. Mr. Harrelson said there have been no flu-related deaths in Brunswick County and he has heard of no flu cases. Mr. Stanley explained that an increase is normally seen after Christmas break, between mid-January to mid-February, the height of the season. Mr. Stanley noted that staff will have a full report at the next meeting. Mr. Harrelson noted that WIC is fully staffed, except for a WIC Director. The Leland site is being renovated to provide additional space for a second nutritionist. This is expected to be implemented in January. All three sites have had little to no issues. Dr. Lawler asked about the Community Health Assessment. Mr. Harrelson reported that six focus groups have been completed with two being held tonight. The next steps are to examine the secondary data (hard statistics) and then review the survey and focus group information to select action items. **(Info)**
5. **NC LEGISLATIVE UPDATE:** Mr. Stanley discussed the U.S. Department of Labor final rule that went into effect on September 27<sup>th</sup>. It changed the annual salary threshold from \$23,600 to \$35,568 for an employee to be considered exempt. Human Resources has reviewed the statute for compliance. **(Info)**
6. **HHS CUSTOMER SERVICE IMPROVEMENT REPORT:** Mr. Ohmer reported that in September, DSS customers were asked to complete surveys based on their interactions with the clerical, finance and triage staff. Thirty-five surveys were received and were overall very positive. Everyone rated their overall experience as either excellent or good. All respondents reported that staff were courteous and respectful and the forms were explained to them. Comments written in included “excellent”, “helpful”, “energetic”, and “understand how to explain things”. **(Info)**
7. **PUBLIC HOUSING SERVICES:** Mr. Ohmer reported that the Section 8 waiting list was opened and closed on October 2<sup>nd</sup>. The list is now full at 250. Staff will begin pulling names from the waiting list as openings become available. Staff continues to work on reviewing the Admin Plan and working with the Public Health Advisory Group on the changes. Mr. Stanley added that residents arrived the night before and the line wrapped around the building demonstrating the need for the assistance. **(Info)**

8. **SOCIAL SERVICES:** Mr. Ohmer gave an update on the previously discussed freeze placed on daycare spending by the State. Counties are required to act immediately if the family reports a change in circumstance due to a decrease in income. However, counties don't react to positive changes in income until the end of the certification period. Last week the State lifted the daycare freeze which had been in place since March 2019. Mr. Ohmer noted that staff has notified 100 children. DSS is preparing for the Low-Income Home Energy Assistance Program (LIHEAP) which is designed to help eligible families offset their winter heating expenses using federal funds. LIHEAP opens on December 1<sup>st</sup> for individuals who are 60 and older and those who are disabled and receiving services through Aging and Adult Services. An outreach schedule is being developed in collaboration with the senior centers. The program will open to the general public on January 1<sup>st</sup>. The State has increased the amounts this year by \$100. The State is also seeking federal approval to send a one-time supplemental payment to families, who were approved, at the end of the season if there are funds remaining. **(Info)**
9. **HHS EMPLOYMENT OPPORTUNITIES:** Mr. Milligan reported the WIC Director search is continuing as well as the ongoing CPS Social Work III positions. **(Info)**

### III. OLD BUSINESS:

- A. **MEDICAID TRANSFORMATION:** Mr. Stanley noted a lot of activity happening now in getting members enrolled and provider contracts signed for reimbursements. People who do not choose a plan will be auto assigned to one. NC DHHS Secretary Cohen has stated that Medicaid Transformation will need to be delayed if a State budget is not approved by the middle of November. **(Open)**
- B. **COMMUNITY HEALTH ASSESSMENT UPDATE:** Mr. Stanley noted that Mr. Harrelson covered the major topics and asked if there were any questions. There were none. **(Open)**

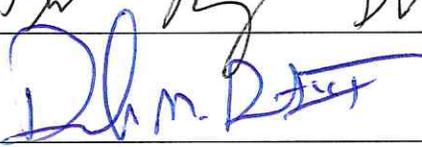
### IV. NEW BUSINESS:

- A. **TARGETED HOUSING IN THE ADMINISTRATIVE PLAN:** Mr. Stanley noted that this item was discussed at the last meeting. The current plan states that targeted funding won't be sought. Staff would like the plan changed to allow them to go after available funding. Staff requests approval to change the current Administration Plan policy to allow staff to bring forth targeted housing programs to the Board and, if approved, apply for funding. **Dr. King moved to recommend to the County Commissioners to approve changing the language in the current administration plan to read "The PHA will apply for Targeted Housing funding for programs in which the Board of Commissioners has determined would benefit county residents". Dr. Williams seconded the motion. The vote to forward to County Commissioners the suggested change to the current Administration Plan was unanimous. (Closed)**

- B. FOSTER YOUTH TO INDEPENDENCE INITIATIVE:** Mr. Stanley noted this program, also discussed last month, is for children that age out of foster care. It gives a window if they have no place to stay allowing for supportive housing while going to college or seeking employment. The program utilizes federal dollars. **Dr. Williams made a motion to forward to County Commissioners a recommendation to apply for targeted funding for young adults aging out of foster care, or with histories of involvement with foster care who are at high risk of homelessness. Dr. Williams seconded the motion. The vote to recommend applying for targeted funding for young adults was unanimous. (Closed)**
- C. LOCAL HEALTH DEPARTMENT ACCREDITATION REVIEW:** The North Carolina Health Directors Association, as well as some members of the Accreditation Board, are discussing changes to accreditation. **(Open)**
- D. QUORUM AND PROPOSED MEETING DATES FOR NEXT YEAR:** Mr. Stanley discussed the quorum for this board as being six attendees. He has suggested that staff would call or email ahead of time, possibly the Thursday or Friday before a meeting so as to get a gauge on planned attendance to know if a quorum will be attained. If not, he would discuss with the Chair whether or not to cancel the meeting. The 2020 meeting calendar was presented. **Dr. King moved to approve the 2020 Calendar as written. Mr. Norton seconded the motion. The vote to approve the calendar was unanimous. (Closed)**
- V. BOARD INPUTS:** Dr. King asked if there were any additional Board inputs. There were none. **(Info)**
- VI. ADJOURNMENT:** There being no further business, **the meeting was adjourned at 7:12 p.m. with a motion by Mr. Ward. Dr. Williams seconded the motion and it passed unanimously.**

The next BCHHS Advisory Board meeting will be held on **November 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	X		X								
King		X	X	X								
Lawler	X	X		X								
Narron	X	X	X	X								
Norton	X	X	X	X								
Reaves	A	X	X	X								
Smith	X	X		X								
Sykes	X	X	X									
Ward	X	X		X								
Williams		X		X								
Asbury				A								

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