

**Iredell County Health Department
Board of Health
Minutes**

Regular Meeting **Special Meeting**

**December 13, 2018 - 7:00 p.m.
318 Turnersburg Hwy, Statesville, NC 28625**

Members Present	Commissioner Thomas Bowles, Dr. Tim Burgiss, Sylvia Chapman, Lance Desmarais, Dr. Tiffany Hubbs, Ben Loftis, Dr. Robert Monson, Candace Reeves, and Lisa Warren, RN
Members Absent	Dr. Heather Day and Jerry Turner
Staff Members Present	Susan Johnson, acting Health Director/Director of Clinical Services; Jessica Ridgway, Administrative Officer, Brady Freeman, Environmental Health Director; Norma Rife, Director of Public Health Development & Promotion; Lynn Hendrix, Deputy Registrar for Vital Records; Marsha Branch, Administrative Assistant
Others Present	Susan Robertson, Deputy County Manager

I. Call to Order, Invocation, and Introductions

Dr. Robert Monson called the meeting to order at 7:00pm and provided the invocation.

II. Public Comment

Dr. Robert Monson asked if there were any representatives in attendance for public comment. Seeing none present, it was noted there were no public comments.

III. Employee of the Month Recognition

Dr. Robert Monson recognized the following Employees for being selected as Employees of the Month for October, November, and December noting that only one individual was in attendance:

- October 2018 – Melanie Bonham, Processing Assistant – Clinical Services Division
- November 2018 – Shonna Smith, Personnel Coordinator – Finance & Operations Division

- December 2018 – Jessica Ridgway, Administrative Officer – Finance & Operations Division

Susan Johnson commented that Jessica has only been with the health department a little over a year and had jumped in with both feet. She is doing a really good job and we are fortunate to have her; she had big shoes to fill when Caroline Taylor left.

IV. Recognition of BOH Members:

Sylvia Chapman, BOH Vice-Chair recognized the two board members whose terms will expire at the end of December 2018. First, she recognized Dr. Robert Monson for his 9 years of service to the Board of Health serving as the Physician representative as well as our current Chair. Next, she recognized Lance Desmarais for his 9 years of service, serving as our Public member for the Board. She presented both individuals with a plaque in their honor and expressed appreciation on behalf of the Board of Health for their years of service and support to the community and citizens of Iredell County. Sylvia then asked if either had any comments they wished to express before the Board.

Norma took a picture of Dr. Robert Monson and Lance Desmarais in front of the Christmas tree. It was noted that outgoing members can re-apply for appointment but must remain off the Board for one year before being eligible to do so. Dr. Robert Monson commented on how much he has learned over the 9 years. Sylvia Chapman commented that two different Health Directors have been hired during their time on the Board and they were both very supportive during that time. Susan Robertson stated there is a current opening on the Department of Social Services Board if anyone is interested in submitting an application for appointment by the Commissioners’.

Both individuals thanked everyone for their continued service and commitment to the citizens of Iredell County and expressed their appreciation to each member of the Board as well as the entire staff of the Health Department for their hard work and dedication to public health.

V. Board Education

Lynn Hendrix, Deputy Registrar provided an educational presentation on Vital Records. Lynn spoke about birth and death registrations, various forms, and the importance of communication. She also highlighted the following:

Birth Registration: Birth certificate registration is done electronically when a baby is born in a hospital. If a baby is born outside of a hospital (home birth) the parent notifies the Deputy Registrar who then mails a packet of the required documents to the parent for them to complete and return. Once received, the Deputy Registrar enters the information into EBCR and once this process is completed, an appointment is scheduled with the parent to come to the health department to sign the final document. Whether a hospital or

home birth, once the Deputy Registrar (Lynn) releases the birth certificate in EBCR, it is sent electronically to the State and to the Register of Deeds. After this has been completed, the parent can go to the Register of Deeds office and pick up a certified copy of the birth certificate.

A fetal death registration is done at the hospital if a baby is still born (no sign of life) and is more than 20 weeks gestational age. If less than 20 weeks, no birth certificate or death certificate is done. If there is any sign of life (takes a breath, has a pulse) regardless of gestational age, there will be a birth certificate and death certificate completed by the hospital.

Death Registration: Vital Records was mandated by law in 1913 to provide the medical profession with information through a systematic registration of deaths and the uniform classification of causes of death in the National Center for Collecting Health Statistics. Death certificates are important because they are the permanent legal record of fact of a decedent. It identifies population risks, assists in planning health services, identifies changing trends of diseases and causes of death, and the information is used for insurance benefits, settlements, pension claims and transfer of title for real and personal property.

General Statute 130A-115 states that a funeral director or person acting as such must file a death certificate with the local deputy registrar in the County in which the death occurred within 5 days. The same G.S. requires the attending physician, physician's assistant, nurse practitioner, or medical examiner to complete the medical information and certify the certificate within 72 hours.

Forms used by the health department include: 1) Notification of death – sent by the funeral home to advise a death certificate will be received soon. 2) Burial transit permit – to allow a body to be moved across state lines. 3) Disinterment/Reinternment permit – to allow a grave to be dug up. For a disinterment/reinternment permit, they must state when/where the grave will be dug up and when/where they will be reburied.

Lynn then asked if there were any questions regarding her presentation related to the vital records services that are provided at the Health Department.

Commissioner Thomas Bowles asked where the certified copy of the death certificate is obtained. Lynn explained that once the Health Department assigns the local and district numbers, a copy of the certificate is given back to the funeral home. They are then able to take the copy to the Register of deeds for a certified copy. Mr. Bowles commented that 3-4 years ago, someone said there needed to be a substation in Mooresville. He surveyed the funeral homes and most said no, they prefer coming to Statesville. Lynn stated that the health department does process death certificates in Mooresville on Mondays from 1-3pm only. Dr. Tiffany Hubbs asked if death certificates will become more computerized. Lynn advised that the States hopes to go electronic by the end of the year. Sylvia Chapman asked if we send death certificates to the State electronically.

Lynn advised no, the original hard-copy certificate is mailed to them. Dr. Robert Monson asked if home births can fall through the cracks. Lynn said maybe; the only time we know that there has been a home birth is when the parents call and they have up to a year to do so. Sylvia Chapman asked if there are a lot of Amish home births. Lynn stated yes, but emphasized they are quick to come in to get the birth registration completed.

There were no other questions.

VI. Consent Agenda Items for Action (Attachment 1; Attachment 2; Attachment 3)

Dr. Robert Monson asked board members if they had reviewed the consent agenda items for approval. He then asked if there were any questions or concerns with regards to the minutes from the October 11, 2018 Board of Health Meeting (noted as Attachment 1) or the 2019 Board of Health Meeting Calendar (noted as Attachment 2).

Hearing no comments, Dr. Monson then asked for a motion to approve the consent agenda items.

A motion to approve the Consent Agenda items was made by Lance Desmarais and seconded by Dr. Tiffany Hubbs.

Voting: Ayes- 9; Nays- 0

VII. Items for Discussion and Action

a. Election of 2019 BOH Chair and Vice-Chair

Dr. Robert Monson opened the floor for nominations for Chair of the Board of Health for 2019. Dr. Monson nominated Sylvia Chapman to serve as Chair. He then asked if there were any other nominations. There were no other nominations.

A motion to approve the nomination and election of Sylvia Chapman to serve as the BOH Chair for 2019 was made by Dr. Robert Monson.

The voting was unanimous that Sylvia Chapman would serve as Chair of the Board of Health for 2019.

Voting: Ayes- 9; Nays- 0

Dr. Robert Monson then opened the floor for nominations for Vice-Chair of the Board of Health for 2019. Dr. Monson nominated Dr. Tim Burgiss to serve as Vice-Chair. He then asked if there were any other nominations. There were no other nominations.

A motion to approve the nomination and election of Dr. Tim Burgiss to serve as the BOH Vice-Chair for 2019 was made by Dr. Robert Monson.

The voting was unanimous that Dr. Tim Burgiss would serve as Vice-Chair of the Board of Health for 2019.

Voting: Ayes- 9; Nays- 0

b. Request Approval of an Additional Fee for the Environmental Health Fee Schedule (Attachment 3; Reference Handout D- Brady Freeman)

Brady Freeman stated he is seeking approval of a new fee for Environmental Health. He referenced the handout labeled as *Handout D* noting the request being discussed is listed

in red ink. He continued by stating this fee is for submittals of applications for a septic system permit as a result of recent changes in legislation as outlined in Session Law 2018-114 (HB374) Section 11(c). He explained that this fee is set to cover costs related to the review, inspection, correspondence and potential liabilities associated with submittals as a result of this law. Brady also explained that with the approval of this fee, it would also ensure consistency of applying fees by both the Environmental Health staff and the Central Permitting staff.

Brady stated there have been a lot of changes to the G.S. over the last year and more are expected. Licensed Soil Scientist/Geologists can submit applications to us and we must approve. They follow the same rules as us and must maintain insurance although we are unsure of the amount (lot only or lot and the new structure). Brady explained the process. There is specific language that must be used on the application. With HB374, we can give suggestion on changes but the Licensed Soil Scientist does not have to accept them. Documentation of deficiencies is key since the health department assumes liability when issuing the permit. Some deficiencies may not be discovered until the final site visit since HB374 eliminate environmental health staff from having a site visit prior to that. With their submittals, the Licensed Soil Scientist can dictate what their fee will be. Our proposed fees are \$500 for gravity system and \$1200 for pump system. The pump system fee is higher because it usually requires additional site visits. Brady spoke about the re-layouts. Limited is when we've already previously permitted a septic system but there is a minor change that does not require a site visit. Intermediate is when a site visit is required. The Licensed Soil Scientist may request a limited but the health department is not comfortable with the proposed changed and thinks that a site visit is needed. The Licensed Soil Scientist could then site HB374 and say that a site visit wouldn't be required at this point anyway. Our liability increases but the public health aspect is gone. Our fees go down because the Licensed Soil Scientist dictate which fee gets charged. We are proposing a comprehensive fee based on the type of system.

Brady then asked if there were any questions in regards to the request of additional fee to the Environmental Health Fee Schedule.

Candace Reeves asked why we have to permit something we are not comfortable with. Brady and Dr. Tim Burgiss both responded, stating this is how the legislation is written. Sylvia Chapman asked if the Licensed Soil Scientist have degrees. Brady explained that they do, however it is different than the Environmental Health Specialists' training. Brady explained that Environmental Health Specialists' have more trainings and audits. The Licensed Soil Scientist's EC may not be specific to septic (could be about farm land erosion, etc.). Ben Loftis asked if there is a licensing board for the Soil Scientist and Brady advised there is. Commissioner Thomas Bowles and Ben Loftis asked who would be responsible after a system failure; local, state, or federal. Brady explained that all of the above would be. The way Environmental Health laws are written, it would be the home owner's responsibility to fix, of which the home owner may come after the health department or the Licensed Soil Scientist for permitting something that malfunctioned. Commissioner Thomas Bowles made the comment that it would take legislation to amend HB374. Brady commended the Board of Commissioners for taking the issue to the NC Association of County Commissioners. Ben Loftis asked how many of these we are seeing. Brady stated 14 so far; 7 EOP's and 7 under HB374. He added that it is not popular because of our expedited review program. He has proposed the expedited review

program to the State. Commissioner Thomas Bowles commented that the majority of the complaints he receives is related to the fee of \$500.00 for a well permit. Brady stated this fee has been required since 2008 and is based on field time. Brady added this fee has been reviewed annually.

There being no additional questions or comments, Dr. Monson asked for a motion to approve the request of the additional fee to the Environmental Health Fee Schedule.

A motion to approve the additional fee for the Environmental Health Fee Schedule was made by Ben Loftis and seconded by Tim Burgiss.

Voting: Ayes- 9; Nays- 0

c. Request Approval of Bright Ideas Grant Funding (Attachment 4 – Susan Johnson)

Susan Johnson informed the Board that Sam Migit, Emergency Preparedness Coordinator for the Health Department became aware of a one-time grant funding opportunity being offered through NC Public Health Emergency Preparedness. Susan stated the grant funds are for FY 2018-2019 and are for Local Health Departments to use for special projects directly related to preparedness for the community. Susan noted that on October 23, 2018 we submitted an application in the amount of \$16,176 for the purchase of a new cargo trailer to store and haul emergency preparedness supplies to the response area when needed. Susan was happy to report that the Health Department was notified of our being selected to receive this grant. Susan stated the funds would be used to purchase a replacement cargo trailer that will be maintained and ready to respond to disasters in our community. She also informed that this particular cargo trailer will give us a sturdy and reliable mobile structure for ICHD to safely store many preparedness supplies and to subsequently move them when needed.

Susan then asked the Board if there were any questions in regards to the budget amendment in the amount of \$16,176.00 for the Bright Ideas Grant funds.

There being no further questions, Dr. Monson asked for a motion for approval of the budget amendment in the amount of \$16,176.00 for the Bright Ideas Grant funds.

A motion to approve the budget amendment in the amount of \$16,176.00 for the Bright Ideas Grant funds was made by Lisa Warren and seconded by Candace Reeves.

Voting: Ayes- 9; Nays- 0

d. Request Approval of ICHD Strategic Plan for FY 2019-2018 (Attachment 5 – Norma Rife)

Norma Rife presented the Iredell County Health Department Strategic Plan and stated this is an agency-wide product of a team working together to develop. She stated this is an accreditation requirement for Benchmark Activity 15.1, which requires a local health department to develop a Strategic Plan and update annually. She further informed that the strategic plan includes a review and analysis of factors that influence the health department's ability to improve the community's health.

Norma referred to various sections of the document as noted:

- The goal of the Strategic Plan is to determine quality improvements.
- We followed Quint Studer's Hardwiring Excellence and the 5 pillars: Service, Quality, Growth, People, and Finance.
- The health department started doing mid-year performance reviews before they were required by the County.

- Environmental Health does peer reviews.
- Clinical Services has increased program marketing (the goal was to increase 1% but we've seen a 3% increase).
- Our goal was to increase moral by 2% but we've seen a 9% increase.
- DACI has grown from 30 to 40 participants.
- We have been working on youth education with Mooresville Graded School District, Iredell Statesville School District, The Boys and Girls Club, and Mooresville Police Department.
- Infant/child fatality issues.
- Safe Kids Collation.
- Active living, healthy eating, and colorectal cancer.

Norma emphasized that the Strategic Plan process aims to strengthen other operational and organizational components and these documents identify needs for the budget preparation as well. She also reported that the Strategic Plan uses local health status data and information to set goals and objectives such as through the Community Health Assessment (CHA), Program specific data, and facilitated SWOT assessments (Strengths, Weaknesses, Opportunities and Threats) in each service/program area. Norma informed that we use community input where applicable by completing facilitated SWOT assessments with customers/clients as well as community partners. She also stated that the comprehensive agency outcome document is used to identify and set priorities based on the SWOT assessments as noted in the Strategic Plan. She further stated that the Strategic Planning process uses community collaborations to implement activities. In addition, action plans are also tied to partnering with external partners and organizations too. Norma reported that the Strategic Plan helps us to understand what our primary priority tasks are and stated it will also provide assistance as we develop priorities for the upcoming 2019-20 fiscal year budget.

Norma then asked if there were any questions regarding the Iredell County Health Department Strategic Plan for FY 2019-2020.

There being no further questions, Dr. Robert Monson asked for a motion to approve the ICHD Strategic Plan for FY 2019-20.

A motion to approve the ICHD Strategic Plan for FY 2019-20 was made by Dr. Tiffany Hubbs and seconded by Lisa Warren.

Voting: Ayes- 9; Nays- 0

e. Request Approval of Budget Amendment in the amount of \$85,973 for the Opioid Crisis Grant (Attachment 6 – Norma Rife)

Norma Rife informed that the Iredell County Health Department (ICHD) had been awarded a grant of \$85,973 for Local Mitigation to the Opioid Crisis from the NC Department of Health and Human Services (NCDHHS). She stated that ICHD is requesting approval to receive and expend this one-time grant. She explained that ICHD partnered with the Iredell County Emergency Medical Services (EMS) to apply for and request this funding, which will be utilized to establish an evidence-based peer post-overdose response program to mitigate the opioid epidemic. She further informed that the funding will flow through the ICHD to EMS for programming purposes. She also

stated that a similar position was proposed in the EMS FY 18-19 budget, but was unfunded. Norma also stated this is one-time funding. We could apply for up to \$100,000. Funding will flow through the health department to EMS for a peer/post opioid response program for 10 months. A specialist would do a home visit within 72 hours of the EMS call and help with substance abuse related services (including transportation to/from services). The goal is to create behavioral change. Thomas Bowles stated this is the first step towards paramedicine and hopes to reduce the number of calls during peak hours when an ambulance may not be immediately available. We may not see a reduction in opioid use but there will be “wins”. He also stated that new positions compete with each other in the budget. The DACI position was awarded last year. Once this grant ends, we will have gathered good data to determine if the position should be funded. Susan Robertson stated it cost \$500.00 to have an ambulance “ready”. If this position is successful, it could cut down on over-all EMS costs.

Norma noted that this request was presented and approved by the Board of Commissioners at the November 20, 2018 BOC Meeting.

Norma then asked the Board of Health if there were any questions regarding the request for approval to receive and expend these funds in the amount of \$85,973 from NCDHHS.

Sylvia asked how the program works. Thomas Bowles explained that the specialist would visit the patient within 72 hours. Lisa Warren asked what type of training this position would have over an EMT. Norma stated that this wouldn't be an EMT; more like a peer counselor/coordinator. It's more of a social worker position. Thomas Bowles added that it's like a mental health professional. Lisa Warren asked if they would be given vouchers for ICATS. Norma stated yes, there would be transportation to and from various appointments. Thomas Bowles stated that this position would work closely with the Sheriff's office. Norma added that safety is key and we've already take directive from the Board of Commissioners about this issue. Lisa Warren asked if they would be dispatched. Thomas Bowles said we would need to speak with Blair about the specifics. We believe they will have a roster of patients to be seen that day and will call in/out when they arrive/leave. Lisa added that it's not just the patient you have to worry about with safety, there could be other people in the home that pose a risk. Dr. Tiffany Hubbs asked why the money looked different on this budget amendments than others (not a negative amount). Dr. Robert Monson stated it was because it was pass though funds.

There being no further questions, Dr. Robert Monson asked for a motion to approve this Budget Amendment to receive and expend funds in the amount of \$85,973 from the NC Department of Health and Human Services for Local Mitigation to the Opioid Crisis

A motion to approve the Budget Amendment to receive and expend funds in the amount of \$85,973 from the NC Department of Health and Human Services for Local Mitigation to the Opioid Crisis was made by Tim Burgiss and seconded by Dr. Tiffany Hubbs.

Voting: Ayes- 9; Nays- 0

f. Request Approval of Budget Amendment to purchase Domain Controller and Relay Switch (Attachment 7 – Jessica Ridgway)

Jessica Ridgway reported that ICHD is requesting approval of Budget Amendment for the use of 100% Medicaid Max funds to purchase a backup Domain Controller and replace a Relay Rack in the Vital Records office at a cost of \$5560.00. Jessica informed this purchase is based upon a request and recommendation from County IT. She noted

that in October, 2018, our Domain Controller failed and because we did not have a backup, we lost the ability to use any of our computer systems for a period in excess of one day. She further stated that staff had to cancel and reschedule appointments for our clients, due to the inability to access our electronic health records. She also informed that we could not access internet websites outside of our network, and that we were unable to access our email as well. Jessica emphasized this failure had an impact on staff productivity and hindered our ability to serve our clients.

Jessica stated that we are requesting approval of Budget Amendment for the use of Fund Balance-Reserved for Medicaid Max funds to purchase a backup Domain Controller and replace a Relay Rack at a cost of \$5560.00 and asked if there were any questions.

Thomas Bowles asked where the money was coming from. This is Med Max funds which have already been received but not allocated.

Dr. Robert Monson asked for a motion to approve the request of Budget Amendment for the use of Fund Balance-Reserved for Medicaid Max funds to purchase a backup Domain Controller and replace a Relay Rack at a cost of \$5560.00.

A motion to approve the Budget Amendment for use of Fund Balance-Reserved for Medicaid Max funds to purchase a backup Domain Controller and replace a Relay Rack at the cost of \$5560.00 was made by Candace Reeves and seconded by Thomas Bowles.

Voting: Ayes- 9; Nays- 0

VIII. Items for Discussion and Action as Needed

a. Financial Report (Attachment 8 – October 2018; Handout A – November 2018 – Jessica Ridgway)

Jessica Ridgway referred to the financial reports labeled as Attachment 8 and noted that Handout A is the financial report for November 2018. She stated the revenue and expenditure report reflects the essential services that are being provided at this agency. She noted the essential services include, but are not limited to, the provision of communicable disease services, health education/promotion, environmental health services, workforce development, and program and policy development. For the month of October 2018, the Revenues were 27.7% and the Expenditures were 28%. For the month of November 2018, the Revenues were 34% and the Expenditures were 34.7%.

Jessica then asked for board discussion related to the financial report given. There was no additional discussion or questions noted.

b. Division Customer Service Reports

1. Administration & Vital Records (Attachment 9 – Jessica Ridgway)

Jessica Ridgway presented the Vital Records Customer Service Satisfaction Survey results that were conducted in October 2018. She stated that 12 surveys were sent out and 9 were returned. The scores were in-line with last year. There was one funeral home that wants service in Mooresville more often and gave a poor rating because of that (see previous discussion during board education). Thomas Bowles state that funeral home does not do very many death certificates. There is currently one person in Mooresville that processes death certificates in Mooresville on

Mondays from 1-3pm. There is always coverage in Statesville; Lynn plus two backups.

Jessica asked if there were any additional questions or comments regarding the Vital Records Customer Service Survey report.

There were no additional questions noted.

2. **Clinical Services Division** (*Susan Johnson*)

Susan Johnson presented the Clinical Services Division most recent Clinical Services Customer Satisfaction Surveys that were completed in October 2018. There were 307 surveys across various Clinical Services' programs at both locations. She stated the survey was provided in both English and Spanish. She also informed that both Statesville and Mooresville clients were surveyed and the results of the survey are listed below:

- Length of visit: 93% said it was good, 3% said too long, 4% said too short.
- Hours of operation: 98% said it was good (up from 97% last year). Of the 2% who said it was bad, 57% wanted earlier and were mostly Spanish speaking. 71% wanted later and were mostly English speaking.
- 100% of English speaking respondents reported that staff was polite and helpful and 98% of Spanish speaking respondents reported that staff was polite and helpful.
- 100% reported that staff seemed experienced and well informed.
- 98% reported that they felt that private information would be kept confidential
- 100% reported that the information they received was spoken or written in plain simple language that they could understand
- 99% reported that procedures and lab tests were explained (down from last year).
- 99% reported that the waiting area and exam room was clean and in good condition
- 100% reported that they were satisfied with the service they received.

Susan asked if there were any questions with regards to the Clinical Services Division Customer Service Report.

There were no questions.

3. **Environmental Health Division** (*Brady Freeman*)

Brady Freeman presented the Environmental Health Divisions most recent Customer Satisfaction Survey results for both the Onsite Water Protection Program (OSWP) and the Food Protection & Facilities Program (FPF). He stated that both programs have similar survey questions. Brady then reviewed the questions on the survey and reported on the outcome of the responses as noted below:

- Was the staff polite and professional?
- Was the staff knowledgeable about the services being provided?
- Did the staff provide enough education to help you understand the rules?
- Did staff make it clear as to what is legally required to meet the sanitation standards or permit issuance?
- Did you fully understand the materials and information given to you?

- Did the staff thoroughly address questions and concerns?

Brady stated there was 100% satisfaction on the surveys then asked if there were any questions regarding the Environmental Health Division Customer Service Satisfaction Survey report.

There were no additional questions noted.

c. **Health Director's Report** (*Handout B – Susan Johnson*)

Our Accreditation Site visit was finally completed on October 11th and 12th. We have been re-accredited with honors, with a score of 100%.

In an effort to improve safety of staff and patrons, a barricade has been put into place to discourage people from turning left out of the parking lot. The new traffic pattern has cars entering on one side of the building and exiting, right only, on the other side. This new traffic pattern has presented many challenges for staff and patrons. We are trying to work through these. Thomas Bowles spoke about the 2021 widening project and how the DOT scores projects. Susan Robertson advised that we tried to acquire an adjacent property but because of zoning the project would have cost over \$482,000 for a driveway. She said it is expected that a new health department will be built on a different property within the next 10 years.

Finance and Operations Division

- Bill Griffith, Director of Finance and Operations has retired. His last day was November 30, 2018.
- Bill's position will not be filled until Jane returns. Jessica Ridgway will be managing the division until Bill's position is filled.

Clinical Services Division

- The Maternal Health Team is currently working on completing an agreement with Gaston Family Health Services (GFHS) to provide Medication Assisted Therapy (MAT) services to our prenatal patients. This is an exciting new program that is comprised of 3 components: medication management, behavioral health services with a counselor imbedded in our Maternal Health clinic two days per week, and a once-monthly parenting support group. Patients are also required to remain engaged in obstetric care and are strongly encouraged to attend a NICU tour at the hospital, attend a dental checkup, and engage in WIC and OB Care Management services. Our clinic will identify and refer prenatal patients who are currently using opiates and not in sufficient **opiate** dependence treatment programs. Once accepted into this program, patients will receive services for approximately 24 months (more than 32 months is ineffective).

PHDP Division

- The 2018 Strategic Plan has been updated.
- The opioid grant of \$85,973 for substance use peer support specialists with EMS, and the ABC grant of \$11,000 for Project Alert were both approved by the Board of Commissioners.

Healthy Communities & Healthy Carolinians:

- The Get Fit Iredell season kicked off September 30th with a “Pick Your Fun Day” event at the Lake Norman State Park. There were 45 participants at this event.
- Community surveys will be opened up in the coming weeks for the 2019 Community Health Assessment.

Youth-Based Education Strategies:

- A Proposal for an **Iredell County Safe Kids Coalition** is being developed and preparations are being made for the inaugural meeting. The Iredell County Health Department will be collaborating heavily with the Iredell County Partnership for Young Children and other community agencies on this project. Next steps involved with establishing a Safe Kids Coalition include developing a partner list, getting commitment letters, and establishing bylaws. Susan Johnson mentioned that we already have a list of topic and participants.

ICHD Marketing, Health Risk Reduction Outreach & Public Information Officer:

- Social media training was held Thursday October 4 with Mr. Shane Fraise (UNC-Charlotte professor and social media consultant). Sixty eight local and regional participants in attendance. Plans are to bring back Mr. Frasier for an additional training in March 2019.

Coalition Coordinator - Drug-Alcohol Coalition of Iredell:

- DACI new **bylaws** have been created, approved by attorney, and will be voted for adoption at their December meeting
- DACI continues to **work towards establishing 501c3 status**
- DACI Board of Directors added a **new member/CPA** who will serve as treasurer and provide oversight/guidance during development of fiscal policies and procedures
- DACI Board of Directors subcommittee formed to **draft DACI Policy & Procedures Manual**
- Planning in progress for large, **county wide youth summit on 3/20/19** in partnership with Iredell-Statesville Schools
- DACI has provided **24 hours of community outreach** so far this quarter

Environmental Health

- Patrick Boyle has received his well authorization.
- Bryant White has received his OSWP authorization and is now fully authorized.
- We are currently recruiting for a food and lodging position and hope to fill it in time to meet the next CIT training in the spring. Thus far, we have no experienced applicants.

Susan Johnson then asked if there were any questions regarding the Health Director’s report. There was some discussion on the MAT services. Physician at GFHS would

prescribe management medication. GFHS would bill Medicaid when available and/or use grant funds so the only cost to the health department is office space. Patients would be seen by the counselor while they are already at the health department for their prenatal appointment. We currently do not drug test in the prenatal clinic but have plans to start a drug screen at the initial prenatal appointment. Dr. Tiffany Hubbs asked if we could get referral from EMS (related to discussion about Opioid Crisis Grant). Susan Johnson said maybe but to keep in mind this program is for maternal health patients. We may be able to pick up some patients from Family Planning clinic too if they delivered within the last 24 months. GFHS's goal is to have someone imbedded in each OB office in the County but they are starting with us. Gaston County has seen a reduction in NICU days and estimates the annual saving for the hospital to be \$850,000+.

d. Activity Summary (*Handout C – Susan Johnson*)

Susan Johnson highlighted the data listed in the Activity Summary. She reported that the numbers have been steady in both Clinical Services and Environmental Health. She did note that on-site applications and site visits were down a little, but reminded board members that the decrease in activity could be associated with offices being closed for the Holidays. Susan then asked if there were any questions with regard to the Activity Summary.

There were no questions or comments regarding the data presented in the Activity Summary.

IX. Open Discussion: Other Discussion

Dr. Robert Monson then asked if there was any additional discussion. There was no additional discussion noted.

X. Adjournment

Dr. Robert Monson asked for a motion to adjourn the meeting.

*A motion to adjourn the meeting at 8:38p.m. was made by Sylvia Chapman and seconded by Commissioner Thomas Bowles.
Voting: Ayes- 9; Nays- 0*

XI. Reports:

a. A. Health Director	<i>Handout B</i> – Health Director's Report presented by Susan Johnson in Section VIII-C <i>Handout C</i> – Activities Summary presented by Susan Johnson in Section VIII-D
B. Personnel	
C. Finance/Budget	<i>Attachment 8</i> – October 2018 Financial Report presented by Jessica Ridgway in Section VIII-A(1) <i>Handout A</i> – November 2018 Financial Report presented by Jessica Ridgway in Section VIII-A(2)
D. IT	<i>Attachment 7</i> –Budget Amendment for Purchase of Domain Controller and Relay Rack presented by Jessica Ridgway in Section VII-F
E. Clinical	<i>Attachment 3</i> – Budget Amendment for Bright Ideas Grant Funding presented by Susan Johnson in Section VII-C
F. Environmental Health	<i>Attachment 4 ; Handout D</i> – New fee for Environmental Health Fee Schedule presented by Brady Freeman in Section VII-B
G. Health Education	
H. Public Health Development & Promotion	<i>Attachment 5</i> – ICHD Strategic Plan for FY 2019-20 presented by Norma Rife in Section VII-D <i>Attachment 6</i> – Budget Amendment for Opioid Crisis Grant presented by Norma Rife in Section VII-E
I. Management/Clinical Support	
J. Vital Records	<i>Attachment 9</i> – Administration & Vital Records Division – Customer Service Report presented by Jessica Ridgway in Section VIII-B (1)
K. Board Education	<i>Vital Records:</i> Presented by Lynn Hendrix in Section V
L. Other	<i>Attachment 1</i> – October 11, 2018 Minutes – <i>Consent Agenda</i> presented by Dr. Robert Monson in Section VI-B <i>Attachment 2</i> – 2019 Board of Health Meeting Calendar – <i>Consent Agenda</i> presented by Dr. Robert Monson in Section VI-C

b. Next Meeting Date

The next meeting will be February 21, 2019 at 7:00 p.m.

Respectfully submitted:

_____, Secretary
Signature

Date