

# Iredell County Health Department Board of Health Minutes

Regular Meeting       Special Meeting

**June 14, 2018**

318 Turnersburg Hwy, Statesville, NC 28625

<b>Members Present</b>	Commissioner Thomas Bowles, Dr. Tim Burgiss, Sylvia Chapman, Dr. Heather Day, Lance Desmarais, Dr. Robert Monson, Candace Reeves, Jerry Turner and Lisa Warren, RN
<b>Members Absent</b>	Dr. Tiffany Hubbs, Ben Loftis
<b>Staff Members Present</b>	Jane Hinson, Health Director; Bill Griffith, Director of Finance & Operations, Jessica Ridgway, Administrative Officer; Brady Freeman, Environmental Health Director; Norma Rife, Director of Public Health Development & Promotion; Jill St. Clair, DACI Coordinator, Megan Redford, Health Promotion Manager; Renee Holland, Executive Officer
<b>Others Present</b>	Susan Robertson, Assistant County Manager ; Dr. Michael Kepley, OB/GYN

**I. Call to Order, Invocation, and Introductions**

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

Dr. Monson welcomed our guest in attendance, Dr. Michael Kepley, an Obstetrician and Gynecologist in Statesville who is the contracted provider for the Health Department’s Family Planning Contract Agreement.

Dr. Monson also recognized Lisa Warren, our Nurse representative on the Board of Health, as the recent recipient of Iredell Health Systems Nursing Excellence Award for 2018.

**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 Employees of the Month, noting the recipient for May could not join us this evening but expressed her appreciation to the board for the recognition.

- May 2018 – Amy Strickland – Social Worker, CC4C Program – Clinical Services Division
- June 2018 – Renee Holland – Executive Assistant to the Health Director

**IV. Consent Agenda Items for Action (Attachment 1, 2, 3)**

Dr. Robert Monson asked the 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 April 12, 2018 Board of Health Meeting (*noted as Attachment 1*); the additional codes and fees for Clinical Services (*noted as Attachment 2*); or the Budget Amendment for additional WIC Funds (*noted as Attachment 3*).

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 Dr. Tim Burgiss and seconded by Sylvia Chapman.  
Voting: Ayes- 7 ; Nays- 0.*

**V. Board Education: Drug Alcohol Coalition of Iredell (DACI) – (See attached Slides)**

Jill St. Clair, DACI Coordinator and Substance Abuse Prevention Specialist provided a presentation on the work of the Drug-Alcohol Coalition of Iredell. She stated the coalition was previously known as DAFI (Drug-Alcohol Abuse Free Iredell) but due to the stigma surrounding the words of abuse, along with feedback from the Harm Reduction community, it was determined to develop a new name. She discussed some of the rebranding efforts of the name change process which included the development of a new logo, brochures, website and email and the addition of purchasing a Post Office Box in an effort to stand more independently as a coalition for mailing. (*Refer to images in attached slides*). She noted the website is still in the making and will serve as a point of reference for the community. She also discussed one of the major accomplishments of the coalition was the development of their first budget. She highlighted the process and reported that four (4) subcommittees were formed (*Legal & Law Enforcement; Treatment & Recovery; Prevention & Education; Naloxone & Prescribing Practices*). Jane Hinson commented that Candace Reeves, our Pharmacist Representative on the BOH serves on the Naloxone & Prescribing Practices Subcommittee while Commissioner Bowles serves on the Executive Committee. Jill continued, reporting that the budget was approved by the Executive Committee in May 2018. She informed that the Coalition voted in May 2018 to begin the process of establishing 501(c)(3) - not for profit status. She noted that Sandy Tabor-Gray, Chair of the Coalition, Jane Hinson, Health Director and herself met with Susan Robertson, Assistant County Manager and Lisa Valdez, County Attorney for guidance and assistance in completing this process. Jill was happy to report that they had received notice in June 2018 that the Articles of Incorporation were filed and accepted with the NC Secretary of State, making the official name of the coalition as Drug- Alcohol Coalition of Iredell, Inc. (DACI, Inc). Jill then addressed the current focus areas of the coalition emphasizing a conscious effort to address alcohol since we are receiving a significant amount of funding from the Mooresville ABC Board. Jill reported that NC Law requires that 7% of profits from the ABC Board be donated to funding substance and alcohol use prevention education and treatment. Each ABC Board distributes this funding differently. She noted that Mooresville ABC Board has committed all of their funds to the Coalition which is about \$100,000 per year. However, Jill informed that this money is earmarked for services in Mooresville or for Mooresville residents seeking treatment elsewhere. She also reported that a Memorandum of Agreement (MOA) had been signed with the Troutman ABC Board as well for additional funding efforts. Next, Jill provided a demonstration of the two data sources that are used for gathering information and data for the state of NC, more specifically, listing results by County as well. First, the North Carolina Disease Event Tracking & Epidemiologic Collection Tool (*NC DETECT*)- (<https://ncdetect.org/>) which captures real-time Emergency Room (ER) data as it relates to overdose, substance use and specifically opioid use. She emphasized this is not a public website. The second resource used is located on the North Carolina Division of Health & Human Services (NCDHHS) website. It is called their surveillance data and is for the state as a whole but can also be narrowed down to individual counties. Jill reported she uses the Chronic Disease and Injury Section (<https://injuryfreenc.ncdhhs.gov/DataSurveillance/Poisoning.htm>) which offers training tools, videos, action plans and other resources and reports for the state of North Carolina. She noted this site is available to the public and provides a multitude of statistics. She also referred to the *Stop Act* and the link *Naloxone Saves* noting that in the last quarter, there had been 50 doses of Naloxone administered by EMS personnel only. Commissioner Tommy Bowles questioned the number of times a person calls EMS due to overdose, how do you get this person into some type of treatment program or do you continue administering Naloxone and hope that EMS gets there in time. Jill shared a personal testimony of a young lady she worked with previously noting this person experienced repeated

efforts through recovery and treatment and after eight times of being in treatment, she was finally able to overcome her addiction. Norma Rife added this is a horrible disease, just like a person diagnosed with diabetes who is non-compliant with their own medical treatment for their disease. She said, when or do we ever stop treating those individuals for their medical illness. She reminded, addiction is a disease just like that of any chronic condition and our goal is to educate the community to prevent these horrible diseases from taking the lives of those who are suffering from this illness. Commissioner Bowles stated if we are operating on limited funds, where do we get the most prevention and what do we concentrate on first. Jane Hinson responded if we had the paramedic program, that Blair Richey, EMS Director would like to implement in the County, this would allow someone to go back to visit, within hours or days, to a person who has been saved by Naloxone and provide them with resources and support to educate them on where they can go for treatment and recovery. Jane further stated that unfortunately, Iredell County did not get the grant that would have funded this program and the County doesn't have the financial resources at this time to budget for this type of program. Norma added that we also need to focus on the younger generation as early as 4<sup>th</sup> and 5<sup>th</sup> grade by educating those children through programs like Project Alert. She stated our Health Educator has done a tremendous job getting this program deployed in many of our local schools.

Dr. Michael Kepley referred back to the data collection site and questioned if this tool was able to track folks out of county or if it could perhaps even breakdown where the prescriptions originate from. Jill responded this database does not have the capability to track this information but noted that Providers have access and should be using the North Carolina Controlled Substance Reporting System (*CSRS*). She emphasized the importance of providers using the CSRS would allow prescribers to report what they are prescribing and to whom they are prescribing too. She also stated this system allows providers to see where this person has been and if this is a person who is going from county to county to obtain prescriptions for controlled substances.

Jane Hinson questioned our pharmacist, Candace Reeves, asking if she knew how the numbers are reported in the CSRS. Candace responded that she would have to research this further but noted that pharmacies have to report all of their data to the CSRS. She further stated that her interpretation is the data reported on the CSRS system would be based on where the prescription is actually filled, not necessarily where the individual getting the prescription is actually from.

Jane stated that we are truly passionate about this issue and informed that Jill will be glad to do public speaking about this issue to Rotary Clubs, Church Groups or any other organization. Jane also informed that we certainly need more volunteers on the Coalition as there is a lot of work to do.

## **VI. Items for Discussion and Action**

### **a. Request Approval of 2018-19 BOH By-Laws and Operating Procedures - (Dr. Robert Monson)**

Dr. Robert Monson presented the proposed BOH By-Laws and Operating Procedures for the upcoming fiscal year. He reminded the Board members that a draft copy of this document was mailed in the April packet for review. He also informed members of the board that this document had already been sent to the County Attorney, Lisa Valdez for review and approval. He noted there were no revisions made to this document since last approved in 2017.

Dr. Monson then asked if there were any recommendations, questions or comments with the proposed draft copy of the 2018-19 BOH By-Laws & Operating Procedures. Hearing none, Dr. Monson then asked for a motion to approve the 2018-19 BOH By-Laws & Operating Procedures.

*A motion to approve the 2018-19 BOH By-Laws and Operating Procedures was made by Sylvia Chapman and seconded by Lisa Warren.*

*Voting: Ayes- 7 ; Nays- 0.*

## VII. Items for Discussion and Action as Needed

### a. Health Director's Report (*Handout A – Jane Hinson; Reference Attachment 4 & 5 also*)

Jane Hinson presented her report to the Board as follows but also referred to the two Newsletters that were included in the mailing labeled as Attachments 4 & 5. She stated these documents were both developed by Mary Gantt, Assistant Nursing Supervisor and contained information related to infection control as well as food handling safety.

#### **Administration**

- Employees of the Month: Amy Strickland, Pregnancy Care Manager was the May Employee of the Month. Renee Holland, Executive Officer was the June Employee of the Month.
- HIPAA Security Risk Assessment: Carolinas IT has been engaged to complete the HIPAA Security Risk Assessment. The assessment will include policy and procedure reviews, on-site interviews and assessments. They will come back 6 months after we receive our formal report to evaluate progress related to high priority action items.
- NALBOH 2018 Annual Conference: The conference will be held in Raleigh on August 8<sup>th</sup>-10<sup>th</sup>. Scholarships may still be available through ANCBH. We have also budgeted for 1, possibly 2 individuals to attend. Please let me know if you are interested.

#### **Clinical Services**

- Breast Feeding Coalition: The WIC Program developed these quarterly meetings to promote collaboration between interested community providers in an effort to promote breastfeeding. Lactation consultants from hospitals and various physician offices were in attendance at the initial meeting in addition to our Breast Feeding Peer Counselor, nutrition staff and maternal health staff.
- Video Marketing: Eight new video ads were developed that showcase our various programs. These ads are running in between educational videos in all clinic areas and in the lobby. The videos may also be used on our website and in other venues in the community.
- Dentrix Dental Software: The go live date is July 1, 2018. Staff are being trained on the new system at this time.
- Fee Collection: We will begin requiring payment at the time of service for all programs and will take money up front as much as possible in an effort to decrease the bad debt write-offs.
- Ebola: An Ebola outbreak was declared in the Democratic Republic of the Congo on May 8<sup>th</sup>. As of June 7<sup>th</sup>, 59 cases have been confirmed with 27 deaths. Exit screening has begun. Investigational vaccine is being utilized to “ring vaccinate” those individuals exposed to cases. There is concern about possible spread to the 9 countries surrounding the Congo. The incubation period is 21 days with symptoms including fever, body aches, sore throat, rash and diarrhea. We have scheduled an Iredell County Healthcare Preparedness Coalition meeting for June 25<sup>th</sup> to discuss and review our county Ebola response plans.
- Hepatitis A Outbreak: The CDC has recently published a Health Advisory related to outbreaks of Hepatitis A Virus infections among persons who use drugs and persons experiencing homelessness. Mecklenburg County has had 5 confirmed cases since April 20<sup>th</sup> which is more than they typically have annually. They are starting a high risk vaccination campaign. We plan to develop a vaccination outreach campaign for our high risk populations.
- Back to School Immunization Clinic: We will host a back to school immunization clinic on Saturday, August 11<sup>th</sup> at the health department.

### **Environmental Health**

- Personnel: We have recently hired OSWP interns, Patrick Boyle and Bryant White. Diana Blue was hired in the FPF program. She comes to us from Cumberland County Health Department with over 15+years of experience. Ben Botkins has been promoted to the OSWP Program Specialist position.
- Trakit Program: Brady Freeman attended a conference in Orlando last week related to this software that has been purchased by the County for use in the inspection, planning, central permitting and environmental health departments.
- Love Valley: The Love Valley pump and haul project has received approval from the state OSWP Branch. Brady and Heath attended a pre-construction meeting with the Town Council, the installer, the Mayor of Harmony, SERCAP and the engineer. Once the easement agreement with the land owner has been finalized, which is the final step, construction will begin. The pump and haul meets the court order to immediately stop the illegal discharge. The engineer is working with the town to get an approved permanent waste water disposal method in the future.
- Meth Lab: We had a family that started clean-up of their home that was identified as a meth lab in March prior to the BOH Rule being approved. They successfully remediated their property and were able to re-inhabit their home.
- Salmonella Outbreak: Caito Foods is doing a voluntary recall on watermelons, honeydews, cantaloupes and freshly cut fruits that were processed at their Indiana plant. Over 60 individuals in the states having received these products have been diagnosed with Salmonella Adelaide with 31 of those requiring hospitalization. North Carolina received these products at stores including Costco, Kroger, Walmart, Trader Joes and Walgreens. So far, no NC individual has been diagnosed with Salmonella from eating this fruit.

### **PHDP**

- Colorectal Cancer Lunch & Learn: The event was held at the health department on May 1<sup>st</sup> and was sponsored by the Iredell County Health Department and Iredell Memorial Hospital. 28 individuals attended the educational seminar with Dr. Vivek Trivedi (Piedmont Healthcare Gastroenterologist), Latash Ellis (Iredell Health System Licensed Counselor) and Debbie Schneble (Iredell Statesville YMCA Live Strong Program) doing presentations.
- Get Fit Iredell: The season ended on May 20<sup>th</sup> with 42 participants at the finale family frenzy event. Over 1,000 individuals participated in Get Fit Iredell events this past year.
- Project ALERT-Since April 3, 2018, 136 elementary aged students have been reached by the Project ALERT substance use prevention educational program. This curriculum was taught at Troutman Elementary, Woodland Heights Elementary, Lake Norman Elementary and Coddle Creek Elementary Schools. Around 60 children will participate in this program during the summer at Troutman Elementary and Coddle Creek Elementary. Project ALERT will also be taught this summer to 60 participants in a two week Police Pals program that is being sponsored by the Mooresville Police Department. Health Rocks, another evidence based program, will be taught by Iredell County Cooperative Extension during the program.
- Child Fatality: Resource kits will be updated for community service organizations to include information on child heat safety, breastfeeding, child health and safety, and safe sleeping.
- Facebook Marketing: A press release was submitted to local media partners about our Facebook page. Volunteers are also sending letters to local businesses, industries, health and human service entities and other partners to encourage them to like our Facebook page. Our page will be used to share urgent and non-urgent public health messages.
- Service Brochure Updates: All service brochures have been revised.

- Re-Accreditation: The Health Department Self- Assessment Instrument is due in early July. Norma Rife, our Agency Accreditation Coordinator, is currently reviewing all evidence for quality. There are 2,127 files to review. We are also assessing internal operational and organizational policies and practices for improvement opportunities. We are also preparing the buildings for the September 12<sup>th</sup>-13<sup>th</sup> site visit.
- HIPAA Compliance: Norma Rife is the agency HIPAA Compliance Officer. Bill Griffith is the HIPAA Security Officer and Jessica Ridgway is the HIPAA Privacy Officer. Norma, Jane and Jessica attended a HIPAA Critical Update training in May. Norma and Jessica participated in an annual Security and Privacy Technical two day training this week.

### **Legislation**

- SB 616-Hope Act: This legislation would make it a Class C Felony for the dealer if someone died from drugs they were sold. Malice does not have to be proved. It would also be a felony for EMS or home health staff to steal drugs from patients. Veterinarians would have to utilize the Controlled Substances Reporting Systems Registry before prescribing. Drug Diversion Officers will have to become certified. \$1 million is also included in the Bill for the purchase of Naloxone.
- SB 711-Farm Act: There was an amendment added to this bill that allows dispensing of raw milk and raw milk products for personal use or consumption to independent or partial owners of lactating animals. This could impose health risks to the public therefore Health Directors have been advised to contact elected officials to ask that they oppose this amendment based on the possibility of an increase in infections and outbreaks due to Campylobacter, Salmonella, shiga-toxin producing E. coli, Listeria and other pathogens present in nonpasteurized milk. Also, this could potentially lead to increased healthcare expenditures and will necessitate increased resources for state and local public health agencies to conduct outbreak investigation and response and enforce communicable disease laws and rules if passed.

### **b. Activities Summary (Handout B – Jane Hinson)**

Jane Hinson briefly reported on the data in the Activity Summary noted as Handout B. She highlighted data for Clinical Services reporting that STD numbers had increased in May as well as the volume of clients seen in Dental Clinic had increased from 1173 to 1462. She stated that our TB numbers jumped from 76 to 126 noting that we do have an active case of TB currently. She also reported that our intake calls were up as well. Next Jane reported on the numbers for Environmental Health noting an increase in applications received in On-Site Wastewater Protection from 95 to 132. She also informed of an increase in visits of the number of food establishments inspected as well as an increase in the number of pool inspections, which is to be expected at this time of the year. Jane also reported that we had two (2) animals on 4-month quarantine this month. She stated when this happens, that means they were either exposed to an animal with rabies or one that was suspected to have rabies. She also reported that we are up to 17 cases of rabies since July 2017 which is very concerning.

**c. Financial Report** (*Attachment 6 – April 2018; Handout C – May 2018 : Jessica Ridgway*)

Jessica Ridgway referred to the financial reports labeled as Attachment 6 and Handout C highlighting the financials for both April 2018 and May 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, program evaluation and policy development. Jessica reported that for the month ending April 30, 2018, the revenues were 63.2% and the expenditures were 70.7%. She also reported that for the month ending May 31, 2018, the revenues were 71.7% and the Expenditures were 77.3%.

Jessica then asked if there was any discussion or questions related to the financial reports given. There was no additional discussion or questions noted.

**VIII. Other Discussion**

Dr. Robert Monson asked if there was any other discussion. Jane Hinson informed that she wanted to publicly thank the Board of Commissioners for their work on the Budget noting the Budget Ordinance was approved and for the second year in a row, they have approved to give up to a 5% merit increase, that is performance based, to all employees based on their performance evaluation. Jane emphasized the approval of this merit increase has helped us to remain competitive with all of our salaries.

**IX. Adjournment**

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

*A motion to adjourn the meeting at 8:40p.m. was made by Lance Desmarais and seconded by Candace Reeves.  
Voting: Ayes- 7; Nays- 0.*

