

Iredell County Health Department Board of Health Minutes

Regular Meeting Special Meeting

June 9, 2016 - 7:00 p.m.
318 Turnersburg Hwy, Statesville, NC 28625

Members Present	Commissioner Thomas Bowles, Dr. Tim Burgiss, Sylvia Chapman, Lance Desmarais, Dr. Robert Monson, Candace Reeves, Mark Tart, and Lisa Warren, RN
Members Absent	Dr. Tiffany Bradford, Dr. Heather Day, and Jerry Turner
Staff Members Present	Jane Murray, Health Director; Bill Griffith, Director of Finance and Administration; Caroline Taylor, Assistant Finance Director; Brady Freeman, Environmental Health Director; Norma Rife, Director of Public Health Development and Promotion; Samantha Migit, Preparedness Coordinator; Renee Holland, Executive Assistant
Others Present	Beth Jones, Deputy County Manager ; Mr. David Little, President – Iredell Beekeepers Association

I. Call to Order, Invocation, and Introductions

Sylvia Chapman called the meeting to order at 7:00 PM; a quorum was present.

Sylvia Chapman provided the invocation.

Sylvia introduced our new Board Member, Candace Reeves who will be fulfilling the remaining term of the Pharmacist position through December 31, 2016. Candace shared that she graduated from UNC Pharmacy School in 2007 and currently works at Davis Hospital as the pharmacist where she has been employed for the past eight (8) years.

II. Review and Approval of Agenda

Sylvia Chapman asked the board members if they had reviewed the agenda for approval. Everyone agreed they had the opportunity to review the agenda. Sylvia then asked for a motion to approve the agenda.

*A motion to approve the Agenda was made by Dr. Robert Monson and seconded by Mark Tart.
Voting: Ayes- 8 ; Nays- 0*

III. Public Comment

Sylvia Chapman introduced and welcomed Mr. David Little. Mr. Little reported that he is the President of the Iredell Beekeepers Association and voiced concern, on behalf of the beekeepers of Iredell County, related to the proposed Mosquito Control Rule section IV where it refers to the method of treatment. He explained that bees may water in essentially the same places where mosquitos breed. He further stated if chemical spray treatment is used to dispose of mosquitos, this would potentially harm or even kill the honeybee population. Mr. Little then asked if there were any other options that could be taken into

consideration to avoid use of chemical spraying. He expressed the importance of honeybees and the need to pollinate as almost two thirds of our food source is pollinated by honeybees. However, he stated that the beekeeper association is also concerned with the possible threat of the Zika virus and he is personally aware of the potential issues associated with microcephaly. Furthermore, he agreed that precautions should be taken regarding mosquito control but simply asked that on behalf of the beekeepers association, that the county could perhaps look at other alternatives or methods to avoid use of chemical sprays to prevent harm to the honeybee population. He then suggested that the county look at eliminating other types of mosquito breeding sources and offered an example of perhaps developing a moratorium on tires, to offer residents an option to dispose of tires at the landfill. Of course, he emphasized the need to place a maximum quantity of the number of tires to dispose of per household or otherwise the landfill would be overwhelmed by the number of tires citizens or even business owners would try to dispose of.

Sylvia asked if there were any questions. Dr. Monson questioned the length of travel by honeybees. Mr. Little responded five miles. There were no other questions noted. However, Brady then asked and it was confirmed that Mr. Little had provided his contact information so that any additional updates regarding mosquito control or Larviciding could be shared with him. Brady also pointed out there may be a need for the Environmental Health Division to contact the beekeeper association should the staff need to seek further guidance related to the honeybee population. *(Sign-In Sheet Attached)*

IV. Items for Discussion and Action

a. Approval of April 14, 2016 Minutes (Attachment 1)

Sylvia Chapman asked if anyone had any comments or changes related to the April 14, 2016 minutes. There were no changes or comments.

Sylvia Chapman asked for a motion to approve the April 14, 2016 minutes.

A motion to approve the April 14, 2016 Minutes was made by Lance Desmarais and seconded by Lisa Warren.

Voting: Ayes- 8 ; Nays- 0.

b. Request Approval of Mosquito Control Rule (Attachment 4)

Jane presented the draft Mosquito Control Rule for BOH discussion and possible approval to become effective county-wide on June 9, 2016. She referred to Handout C, which highlights and compares the current Iredell County Mosquito Control Ordinance verses the BOH Mosquito Control Rule. Jane also commented that a public Board of Health rulemaking notice was submitted to the three local newspapers as well as posted in the County Government building, the two Health Department buildings and the Building Standards office on May 15, 2016 announcing that the Board of Health would be considering the adoption of the mosquito control rule at their June 9, 2016 meeting as required in N.C. General Statute 130A-39(d). In addition, this announcement also included notice to the public there would be an opportunity for public comment during this meeting as well. Jane briefly asked if there were any questions regarding the proposed mosquito control rule.

Commissioner Bowles stated he thought it was wise to move forward with the adoption of this rule.

Mark Tart brought up the fact that he is in construction and expressed concerns related to ponds and expressed that he received a call today regarding sediment traps which sometimes hold water and

questioned the amount of larvacide it would take to treat those areas. Brady responded that one (1) dunk covers approximately 1,000 square feet of surface water.

Sylvia Chapman asked for a motion to approve the BOH Mosquito Control Rule with the effective implementation date of June 9, 2016.

A motion to approve the BOH Mosquito Control Rule effective June 9, 2016 was made by Mark Tart and seconded by Dr. Tim Burgiss.

Voting: Ayes- 8 ; Nays- 0.

c. Request Approval of BOH By-Laws and Operating Procedures for 2016-17 (Refer to the document included in the April Packet)

Sylvia Chapman referred to the copy distributed in the April Packet of BOH Material. She explained that it is required for BOH members to be given an ample amount of time to review the recommended changes on the By-Laws and Operating Procedures prior to the meeting. Sylvia asked if everyone had received and reviewed a copy of the document. She then asked if there were any questions or comments or if anyone had any additional changes or revisions other than the addition of the Consent Agenda as noted on page four (4).

Sylvia Chapman asked for a motion to approve the BOH By-Laws and Operating.

A motion to approve the BOH By-Laws and Operating Procedures was made by Lance Desmarais and seconded by Dr. Robert Monson.

Voting: Ayes- 8 ; Nays- 0.

d. Request Approval of Annual Fee Policy & Schedule (Attachment 2)

Caroline presented the Annual Fee Policy and noted the changes highlighted in red. She also referred to page two(2) of the policy highlighting the addition of the engineered option permit. She noted that all other changes were made as a result of audits that occurred over the past year by the Women's Health Branch consultants and changed the language in accordance with the state and federal statutes. Caroline asked if there were any questions related to the changes in the fee policy. Hearing none, Sylvia Chapman asked for a motion to approve the Annual Fee Policy and Schedule.

A motion to approve the Annual Fee Policy & Schedule was made by Lisa Warren and seconded by Commissioner Tommy Bowles.

Voting: Ayes- 8 ; Nays- 0.

e. Request Approval of Additional Clinical Services Codes and Fees (Attachment 3)

Jane Murray presented the additional Clinical Services Codes and Fees noting that these were added due to physician orders received by clients for specific lab tests through our walk-in lab clinic.

Jane Murray then asked if there were any questions regarding the additional codes and fees for Clinical Services.

Dr. Monson questioned how the Health Department tested for liver fibrosis diagnosis and if this was by ultrasound. Jane informed that all testing being done in our lab are blood sample testing and that we are not equipped for ultrasound.

Sylvia Chapman asked for a motion to approve the Additional Codes and Fees for Clinical Services.

A motion to approve the Additional Codes and Fees for Clinical Services was made by Dr. Tim Burgiss and seconded by Lance Desmarais.

Voting: Ayes- 8 ; Nays- 0.

V. Items for Discussion and Action as Needed

a. Financial Report (Attachment 5 – April 2016 ; *Handout A*– May 2016)

Caroline Taylor referred to the financial reports labeled as Attachment 5 and noted that Handout A is an interim report for May 2016. She stated that as of May 31, 2016, the Health Department revenues are at 80.6% and expenditures are at 79.9%. She also emphasized that all spending for June 2016 has been stopped unless there is an emergency situation. There were no questions in regard to the financial report.

b. Health Director's Report (*Handout B & C*)

Jane Murray discussed the following topics and referred to the handout that each BOH member was given relating to topics referenced in the Health Director's Report below:

Administration

- **Employee of the Month:** Cheslie Carter, Laboratory Director and Asst. Preparedness Coordinator, was selected as the May Employee of the Month. The June Employee of the Month will be announced at next week's staff meeting.
- **Drug Free Iredell:** The Coalition will be merging with the Board of Commissioner appointed Public Health & Well-Being Task Force-Substance Abuse Subcommittee. A Strategic Planning Retreat will be held on August 10th to review data, establish priorities and action plans.

Clinical Services

- **Zika:**

	NC	US	US Territories
Travel Related	12 (9)	618 (346)	4
Locally Transmitted	0	0	1,110 (471)
Pregnant	0	195 (32)	146 (58)
Sexually Transmitted	0	11(7)	0
Guillian Barre	0	1	8 (1)

We have participated in several CDC sponsored teleconferences. A new brochure has been developed. We received the last provider guidance document from Raleigh on May 18th that was faxed to all local providers.

- **Emergency Preparedness:** An Active Shooter exercise was conducted on April 29th. We are evaluating a list of recommendations that were submitted by participating staff as feasible opportunities for improvement.
- **Lab:** The Certified Laboratory Improvement Act inspection held on April 19th resulted in no deficiencies.
- **Immunizations:** The May 18th program audit resulted in minimal findings.

- **Electronic Medical Records:** An agency workgroup has been formed to assess public health electronic medical systems. Our current system will not be supported after 2019. Many of the counties that had been utilizing our current system have switched to more user friendly systems.
- **Ebola/Infectious Disease Planning:** We continue to have quarterly meetings with all three hospitals, EMS, Emergency Management and law enforcement to discuss planning efforts for public health emergencies.

PHDP

- **Community Health Assessment (CHA):** The submitted CHA met all state requirements and was approved with no corrective action required. The Health Action Plans will be presented to the BOH at the August meeting.
- **YDope Program:** The YDope Program will be delivered to about 75 youth at the Boys and Girls club on June 22nd and June 23. The program was developed from an evidence based curriculum. The targeted population is 7th grade to prevent the onset use of drugs. There is a tobacco and alcohol component as well. This is one of many programs that will be under the umbrella of the Public Health Youth Leadership Program coordinated by our health education specialist. This new position was funded in this fiscal year's budget.
- **Employee Engagement Survey:** The 2016 Employee Engagement & Satisfaction Survey has been completed. The results and action plans will be presented at the October BOH meeting along with the Workforce Development Plan.
- **Iredell County Health Department Brochures:** A new enhanced agency brochure was just printed.
- **Get Fit Iredell (Active Living Sub-Committee):** Ended on June 4th, with the closing event being the **Live United Color Run**. There were over 100 runners participating. Health Planners helped plan and manage the event with the United Way and Mitchell Community College and distributed Parks and Trails Maps, night reflective safety bands and Safe Tips for active living during non-daylight hours.
- **Social media course:** Social Media for Natural Disaster Response and Recovery is being held Thursday, June 23rd from 8:30-4:30 PM at the Iredell County Health Department. This course is targeted for a broad cross section of individuals interested and involved in emergency management, planning and public information. It will be conducted by the University of Hawaii. Registration information is located on TERMS website (still open for people to sign up). Right now, over 30 representatives from hospitals, ISS, Mitchell CC, City of Statesville, Chamber of Statesville, Fire & EMS around Iredell. This invitation has been extended to the entire state and surrounding counties with personal emails sent to health directors to pass along: Davie, Rowan, Yadkin, Wilkes, Alexander, Catawba, Lincoln, Gaston, and Cabarrus.

Modules:

- Intro to social media
- Understanding the use of Social media
- Implementing different social media platforms
- Using social media to identify trends, monitor, and conduct simple data mining of information
- Incorporating advanced social media monitoring and data mining techniques

Environmental Health

- **CCOG Excellence Award for Controlling the Cost of Government:** The OSWP Division was given the Centralina Council of Government Award for Controlling the Cost of Government on May 11, 2016 for their on-line septic record search engine.

- **FP&F Program:** One of our specialists retired the end of May. We have an authorized individual starting in this vacant position in early July. The program is very busy with pool inspections and the Summer Feeding Program.
- **OSWP Program:** Our Program Specialist resigned to go to work for the Division of Environmental Quality. The Program Supervisor has resigned to go into the private sector as a Licensed Soil Scientist. We will be recruiting soon for the new position that was approved in the fiscal year 2016-2017 budget. Mandatory overtime continues with one FP&F staff member working in the OSWP program. We will also be recruiting for contract OSWP staff.
- **Meth Lab:** We responded to a meth lab in an outbuilding in May.

Jane then asked if there were any questions with regard to her report. Commissioner Bowles commented on the fact that the Environmental Health Division had recently been awarded an excellence award for controlling the cost of Government by the Centralina Council of Government. Jane informed that she and Brady are scheduled to meet with Beth Jones, Deputy County Manager and Ron Smith, County Manager tomorrow to discuss the On-Site Water Protection Program backlog and vacant positions further.

c. Activity Summary (Handout D)

Jane reported that the clinical numbers have grown from 3813 to 4317 client contacts in the month of May. This is due in part to lab services, walk-in clinic and the number of drug screens being performed.

VI. Board Education: Staff Safety

Samantha Migit provided a PowerPoint presentation highlighting personnel preparedness and planning with all health department employees emphasizing that teamwork is key in preparing for all types of emergency situations and methods of response. She also informed that another factor for preparing is to practice with staff. She mentioned the various trainings that employees are required to participate in on an annual basis, such as; Safety Orientation (x 2), OSHA training, Blood Borne Pathogen Training, Fit Testing for N95 respirators, Personal Protective Equipment Training, and annual fire extinguisher training and CPR training for designated personnel. In addition to the trainings mentioned, Sam stated that multiple testing is also required. For instance, quarterly fire drills, annual tornado drills, annual earthquake drills, active shooter/lockdown drill, panic button tests and fire alarm and sprinkler system tests. Sam further noted major areas of needed improvement such as intercom systems throughout all buildings, fire extinguishers and first-aid kits in all Environmental Health vehicles, ways to notify staff and public to not enter a building if in lockdown and to practice all drills at all buildings. Sam also referred to maps placed throughout the building outlining the various exits of the building as well as the safe areas inside the building. (*See the attached copy of slides*)

Sam asked if there were any questions. Dr. Monson asked if there was a tornado siren. Sam informed that we do not have a tornado siren but did mention that at the Statesville location, we do have an intercom system and an announcement could be made. She also noted that if there is an actual medical emergency inside the building, the standard protocol is to page "Code Red" over the intercom since we do have medical staff in our building.

Mark Tart referred to the active shooter exercise, noting that the question of the sprinkler system being activated would not occur with gunfire as they are designed to reach a certain temperature before activating.

Sylvia Chapman asked if there was ever an incident where staff felt threatened. Jane responded that one of the biggest concerns is in the eligibility department, where staff have had to call security to perhaps ask clients to exit the building due to their behavior regarding the outcome of financial responsibility. Sam also commented that another potential stressful situation which has been added to our services is the completion of drug screening in our lab.

Overall, Sam states that at the Health Department, we really strive to ensure that safety starts with the individual employee and that safety is very important to all of us, staff and clients.

VII. Other Discussion

Lisa Warren recommended, due to safety concerns, the BOH move forward in looking at cost of installing intercoms in the Mooresville and Statesville Building Standards offices along with obtaining cost to purchase First-Aid kits and fire extinguishers for the vehicles of Environmental Health staff.

A motion to investigate the cost of intercom systems for the Mooresville Building and the Building Standards Office in Statesville along with the obtaining cost information on the purchase of fire extinguishers and first-aid kits for vehicles for Environmental Health Staff was made by Lisa Warren and seconded by Lance Desmarais.

Voting: Ayes- 8 ; Nays- 0.

VIII. Adjournment

Sylvia Chapman asked for a motion to adjourn the meeting.

A motion to adjourn the meeting at 8:45 p.m. was made by Commissioner Thomas Bowles and seconded by Dr. Robert Monson.

Voting: Ayes- 8 ; Nays- 0.

