

Columbus County Board of Health

Minutes

Regular Meeting Special Meeting

October 25, 2017 6:00 P.M.

Columbus County Health Department, 304 Jefferson Street, Whiteville NC

Members Present	Dr. Darryl Diefes Patty Hobbs Pat Ray Dr. Christy Perdue Dr. Randy Kirby Franklin Boone
Members Absent	Dr. George Floyd, Drew Cox, Dr. Nicole Martin, Shane Cartrette, Charles McDowell
Staff Members Present	Kimberly L. Smith, Charlene Bush, Sandra Harrelson, Daniel Buck, Martha Faulk, Lorraine Matthews
Guests	none

Quorum was present.

I. Call to Order

Dr. Randy Kirby called the meeting to order at 6:00 p.m.

II. Welcome/Invocation

Dr. Randy Kirby welcomed everyone to the meeting. Invocation was given by Dr. Randy Kirby.

III. Approval of Agenda

A motion to accept was made by Dr. Darryl Diefes seconded by Pat Ray and carried by the board.

IV. Public Comment

There were no comments from the public.

V. Approval of Minutes

Pat Ray stated there was a misspelled word on page 996, section **"VII. Nursing; C. Child Health, "Sickly" should reflect "Sickle"**. A motion to accept with changes was made by Patty Hobbs seconded by Dr. Christy Perdue and carried by the board.

<p>VI. Quality Improvement</p>	<p>Martha Faulk , QA, QI gave the following updates:</p> <p>A. Patient Satisfaction Survey Results (Benchmark 9, Activity 9.5; Benchmark 27, Activity 27.2)</p> <ul style="list-style-type: none"> • Patient Surveys-March 2107- August 2017; there were no major complaints. <p>A motion to accept was made by Dr. Christy Perdue seconded by Patty Hobbs and carried by the board.</p> <p>B. Quarterly Audit Results (Benchmark 22, Activity 22.3; Benchmark 27, Activity 27.3)</p> <p>There were a few problems in January; a corrective action plan was done.</p> <p>There have been gradual improvements in the two quarterly audit reports, especially Women’s Health. Dr. Darryl Diefes asked “what do we attribute this improvement to?” Martha stated; “it’s on-going adding and updating forms in CureMD.”</p> <p>A motion to accept was made by Dr. Darryl Diefes seconded by Dr. Christy Perdue and carried by the board.</p> <p>C. Staff Development Policy (Benchmark 24, Activity 24.4; Benchmark 37, Activity 37.6)</p> <ul style="list-style-type: none"> • The major addition was the annual mandatory staff training “Disaster Shelter Management Training” <p>A motion to accept was made by Pat Ray seconded by Patty Hobbs and carried by the board.</p>
<p>VII. Financial Update</p>	<p>Charlene Bush, Budget Director gave the following updates:</p> <p>A. Financial Statement.....July, August, September (Benchmark 33, Activity 33.6; Benchmark 39, Activity 39.2)</p> <ul style="list-style-type: none"> • July Revenue-\$133,550.18 with expenses of \$262,502.62 • August Revenue-\$157,195.62 with expenses of \$292,841.09 • September Revenue-\$162,452.41 with expenses of \$301,698.65 <p>A motion to accept was made by Dr. Darryl Diefes seconded by Pat Ray and carried by the board.</p> <p>There was an increase in funding from 8/1/17-9/30/17 for the following:</p> <ul style="list-style-type: none"> • \$11,448.00 for Peer Counselor Breastfeeding • \$4,473.00 for WIC <p>B. Patient Counts.....July, August, September (Benchmark 33, Activity 33.6)</p> <p>Dr. Christy Perdue asked if we are counting the patients that come in for lab services only, Bush stated; “no, but we can in the future.”</p>
<p>VIII. Women, Infant and Children (WIC)</p>	<p>Lorraine Mathews, WIC Director gave the following update:</p>

	<p>A. Transition to Electronic WIC Voucher <i>(Benchmark 19, Activity 19.1; Benchmark 36, Activity 36.3)</i> On October 4th, we made the transition of the WIC program from paper food instruments to electronic benefit cards (e-WIC). This summer our staff watched webinars on changes in policies and planning for the transition. So far this seems to be working really well. Since starting, we have seen approximately 400 clients and most have been pretty receptive.</p>
<p>IX. Health Education</p>	<p>Daniel Buck, Health Educator gave the following updates:</p> <p>A. Review of Strategic Plan 2017-2020 <i>(Benchmark 15, activity 15.1; Benchmark 38, Activity 38.2)</i> A handout of the updated Strategic Plan 2017-2020 was given to the board members with the following reviewed:</p> <ul style="list-style-type: none"> • Dates of plan: October 2017-February 2020 • Mission Statement remained the same • Strengths and Weaknesses changes (some shifted to strengths while others shifted to weaknesses) • Along with priorities from our 2015 Community Health assessment; the Health Department Management Team wanted to focus on 2 new priorities involving our patients; 1) Infant Mortality/Morbidity of HD patients; 2) Patients with gestational diabetes. <p>Dr. Darryl Diefes asked “what is 17P?” Buck replied; “17P is a progesterone medicine that can help prevent preterm birth in some pregnant women who have already had a preterm birth.”</p> <p>A motion to accept was made by Dr. Darryl Diefes seconded by Patty Hobbs and carried by the board.</p> <p>B. Health Rankings <i>(Benchmark 14, Activity 14.1; Benchmark 39, Activity 39.4)</i></p> <ul style="list-style-type: none"> • March 2017, Robert Wood Johnson Foundation (RWJ) ranked Columbus County at 97 • March 2018, new rankings will be released • Will apply for America Walks grant • Plan to work with Carlton Williamson and Dr. Randy Kirby in the following months to contact RWJ Foundation as they mention resources such as Roadmaps to Health Coaching <p>C. Community Action Plan <i>(Benchmark 22, Activity 22.1)</i></p> <ul style="list-style-type: none"> • Last Community Action Plan was revised August 2015, went into effect September 2016; we will need to look at it in May 2018 • Once we start working on Health Rankings, this

	<p>could be something we revisit</p> <p>D. State of the County Report <i>(Benchmark 1, Activity 1.1, 1.2, 1.3; Benchmark 9, Activity 9.1; Benchmark 38, Activity 38.1, 38.2)</i></p> <ul style="list-style-type: none"> • The 2017 SOTCH Report will need to be completed by March 2018 and will most likely be presented to the board by February 2018. • The SOTCH is a yearly update to the larger Community Health Assessment <p>E. Community Opioid Forum <i>(Benchmark 38, Activity 38.3)</i></p> <ul style="list-style-type: none"> • We have formed an Advisory Committee with the following: Kim Smith, Health Director; Sandra Harrelson, Administrative Assistant; Heath Nance, ADA; James Prevatte, Chairman Board of Commissioners; Sherry Shepard, Safety Officer, CRHS; Bobby Worley, CC Chief Deputy • There will be a “Columbus County Leadership Forum on Opioid Abuse” at Southeastern Community College on November 8th, 3-6pm, everyone is encouraged to attend • CCHD tasked with facilitating this by the NC County Commissioners Association • The goal of the forum is to facilitate a discussion among organizations, agencies, and the public to decide how to combine resources to fight the opioid epidemic in our county. Also to decide what the main needs are of the population.
<p>X. Chairman’s Forum</p>	<p>Dr. Randy Kirby stated the following:</p> <p>A. Health Director’s Evaluation <i>(Benchmark 37, Activity 37.5)</i></p> <ul style="list-style-type: none"> • Health Director’s evaluation forms were handed out to the board members with a due date of October 31st to return them • Glad to see Daniel. Now we have someone to spearhead the coordinated efforts for the health rankings. From the last meeting, I owe you all the answer to the 50% “length of life” question, it is a trailing statistic, this past year it used 2012 to 2014, so it trails by 2 years and they use a 3 year spread. So when there is a fatality, especially a young person, it will linger in our health rankings for a total of 3 years. One of the things that Columbus County has a lot of difficulty with is the mortality of younger people generally due to MVA. • We will be putting together a group of like-minded

	<p>citizens. We now have \$2,000.00 of private funds. Daniel keep in mind that we have some private funding and will be looking for more to see what we can do as a community to improve our rankings. We will be asking members of the community, especially the providers and see if they would like to donate. We will come up with something to do with the funds, as far as something that may impact the overall health of the community.</p>
<p>XI. Director's Forum</p>	<p>Kim Smith, Health Director gave the following updates:</p> <p>A. Flu Vaccine Update (Benchmark 38, Activity 38.1)</p> <ul style="list-style-type: none"> • Quadrivalent (influenza vaccine) is effective against 4 different strains of the flu. It is designed to protect people 6 months of age and older against; 2 influenza A and 2 influenza B. So far we have given approximately 160 vaccines for adults and 50 for children. We have gone out to the Senior Citizen sites and SCC. <p>Dr. Darryl Diefes stated that going out in the public to give the vaccine is one of the best public services for us.</p> <p>B. Employee Mandated Vaccines (Benchmark 31, Activity 31.1)</p> <ul style="list-style-type: none"> • Added "Interns, Students, and Security Officer" to the "Vaccinations for Healthcare Personnel and Other Health Department Employees" policy • All staff must have a Flu vaccine by November 15 or they will be required to wear a mask while in clinic area during the Flu season. <p>A motion to accept was made by Pat Ray seconded by Dr. Darryl Diefes and carried by the board.</p> <p>C. Policy New/Revised (Benchmark 15, Activity 15.2)</p> <p>No questions or comments were given.</p> <p>D. Facebook/Twitter (Benchmark 9, Activity 9.2; Benchmark 21, Activity 21.1)</p> <ul style="list-style-type: none"> • Daniel Buck posts new things daily to Twitter/Facebook. He has created a form that staff are to submit to him if they have something to post <p>E. Director of Nursing Position, Workforce Development Plan Review (Benchmark 37, Activity 37.6)</p> <ul style="list-style-type: none"> • We have had 2 applications since the posting of the vacant position since July. One was qualified, but turned it down and the other was not qualified. This is a position that the State decides if the applicant is qualified or not. We are still

	<p>advertising in several locations.</p> <ul style="list-style-type: none"> • Workforce Development Plan Policy-added; “Temporary/Contract Staffing: If there are no applicants or staff hires for an available position after following up on all application postings and leads from both local and state resources, Columbus County Health Department as a last resort will contact Locum Tenens Coverage for staffing.” <p>A motion to accept was made by Dr. Christy Perdue seconded by Dr. Darryl Diefes and carried by the board.</p> <p>F. Dental Update (Benchmark 19, Activity 19.9)</p> <ul style="list-style-type: none"> • We are not seeing the numbers at the schools for the Toothmobile. The numbers that Friendly Dental gave the schools are just not there. We have addressed this with the schools, but they don’t have the answers. The schools are aware that we are not seeing the numbers. <p>Pat Ray suggested that we use the “tooth costume” to do a program and go out into the schools to build a relationship with the teachers, parents and children.</p> <p>G. CDLs Update (Benchmark 33, Activity 33.5; Benchmark 39, Activity 39.3)</p> <ul style="list-style-type: none"> • The Commissioners did approve the \$130.00 fee. We have sent notices out to logging companies, septic tank installers, various trucking companies and anybody we could think of that may require CDL license. We have trained our pediatric nurses to assist Dr. Aycock with the exams.
Comments-Board of Health	<p>Dr. Darryl Diefes commented that it is nice to have new blood with such enthusiasm, he appreciates that and welcomed Daniel Buck aboard.</p> <p>Dr. Randy Kirby reminded members to get the Health Director’s evaluation form in by October 31, 2017.</p>

Next Meeting Date

December 13, 2017 at 6:00 pm

Meeting Adjourned

Respectfully submitted:

Kimberly R Smith Secretary

Signature

11/21/17

Date