



HOKE COUNTY
Department of Public Health

683 East Palmer Road
Raeford, North Carolina 28376



Helene Edwards, MS, RD, LDN
Health Director

(910) 875-3717
FAX: (910) 875-6351

Hoke County Board of Health Minutes

Regular Meeting **Special Meeting**
September 19, 2017 at 7:00 PM
Conference Room

I. Call to Order

The meeting convened at 7:03 PM with Vance McGougan, Chair presiding, and Helene Edwards, Secretary. Invocation was given by Mr. McGougan, Chair.

Members Present	Joe Alston, Gail Lowery, Vance McGougan Chair, Jean Squier, Dr. Mark Thompson, Keith Walters, and Commissioner Robert Wright
Members Absent	Suzanne Balfour, Vice Chair, Patricia Crowder, and Elizabeth Hodgin
Staff Members Present	Jenny McDuffie, and Cindy Morton, RN
Others Present	Erica Sampson, DSS, Kim Cooper, Regina Snedgrass, Andrea Hollis, Kevin Kim, Jessica Oxendine, Elizabeth Axelberg, Savanna Stiles, Bengie Hair, Delvin McAllister, and Cora King

Quorum: Yes

II. Approval of Meeting Agenda

Motion made by Commissioner Robert Wright and seconded by Mr. Keith Walters to approve the **September 19, 2017** Board of Health meeting agenda with the following amendment: The Prescription Overdose Coalition Update will be presented at the October 9, 2017 Board of Health Meeting. **Motion carried unanimously.**

III. Approval of Minutes

Motion made by Dr. Mark Thompson and seconded by Mr. Joe Alston to approve the minutes from the June 12, 2017 regular Board of Health meeting. **Motion carried unanimously.**

- IV. **Board of Health Member Presentation** Vance McGougan, Chair
- Dr. Charles Allen has served on the Hoke County Board of Health for 3 consecutive terms.
 - Dr. Allen was a dedicated Board of Health member and to celebrate his 9 years of service, the Board presented him with a certificate of service and a \$25 gift card to Micasita.

- V. **Public Comments**
None

VI. **Old Business**

BOCC Meeting 06/19/2017

Helene Edwards, Health Director

- On 6/19/2017, the Hoke County Commissioners approved the CST Data contract for the Environmental Health Scanning project.
- The Environmental Health section used \$2,000.00 of the grant funds that expired by June 30, 2017.

BOCC Meeting: 07/17/2017

Helene Edwards, Health Director

- On 7/17/2017, Hoke County Commissioners approved the declaration of two refrigerators as surplus items for GovDeals.

BOCC Meeting: 08/7/2017

Helene Edwards, Health Director

- On 8/7/2017, the Hoke County Commissioners approved the following budget amendments:
 - ◆ Hoke County Health Department was awarded **\$46,396.00** from the Richmond County Health Department for the payment period of 06/1/2017 to 5/31/2018. This funding is to be used for year 2 of the Memorandum of Agreement between Richmond and Hoke Counties.
 - ◆ The Hoke County Health Department will implement the following evidence based programs with this funding:
 1. Increase participation in the Long-Acting Reversible Contraceptive Program (LARC) within Hoke County.
 2. Promote the Ten Steps for Successful Breastfeeding and advocate and assist the local area hospitals to become Baby-Friendly hospitals.
 3. Implementation of the CEASE (Clinical Effort Against Secondhand Smoke Exposure) program in Hoke County.
 - ◆ Hoke County Health Department had a reduction of **\$16,652.00** from the Healthy Mothers/Healthy Children Block Grant for FY 2017-2018.
- Ms. Ulva Little-Bennett and Ms. Sherita Sutton presented the Executive Summary of the Hoke County State of the County Health Report 2016 to the Hoke County Commissioners.

The presentation provided beneficial health information to the Commissioners and Hoke County citizens.

BOCC Meeting: 08/21/2017

Helene Edwards, Health Director

- On 8/21/2017, the Hoke County Commissioners approved the following budget amendment:
 - ◆ The Hoke County Health Department was awarded **\$10,869.00** from the National Association of County and City Health Officials (NACCHO).
 - ◆ The NACCHO funding is to assist with improving the Food Service Delivery in Hoke County. The funds were awarded from the Voluntary National Retail Food Regulatory Program Standards (Retail Program Standards). The Hoke County Environmental Health Program will use the funds for following: educational and conference travel opportunities, service and maintenance contracts, and digital/electronic equipment to be used in the field in order to participate in this program.

VII. New Business

South Central Community Health Center MOA

Delvin McAllister, CEO

- Mr. McAllister explained the FQHC model to the Board of Health and stressed the services offered.
- South Central Community Health Center (SCCHC) is designed to be a medical home for adults who need a Primary Care provider.
- The SCCHC accepts patients of all payer mix and as a safety net organization doesn't discriminate if patients are unable to pay.
- The Memorandum of Agreement between the Hoke County Health Department and SCCHC will ensure that patient referrals are made between agencies for different services.
- SCCHC is staffed with a physician one-day a week who is an Endocrinologist. The Hoke County Health Department is currently referring patients with uncontrolled diabetes and more complex health problems.
- SCCHC is referring patients for Child Health and Maternity services to the Hoke County Health Department.

Motion made by Commissioner Wright and seconded by Dr. Thompson that the Board of Health approve the Memorandum of Agreement (MOA) between the Hoke County Health Department and South-Central Community Health Center. **Motion carried unanimously.**

Child Fatality Report for Hoke County

Erica Sampson, CPS Supervisor DSS

- Ms. Sampson provided the Child Fatality Report for Hoke County 2016.

- The data used for the 2017 Child Fatality Report is from January to December 2016, due to availability of the most current data from the NC Department of Health and Human Services.
- In 2016, there were 14 child fatalities in Hoke County outlined in the table below:

Age of Child	Cause of Death
6 Infants (birth to 12 months)	Extreme prematurity
1 Two-month old infant	Unknown cause of death
1 Three-month old infant	Complications from prematurity
1 Infant (7 months of age)	Unknown cause of death
1 Child (2 years of age)	Pneumonia
1 Child (3 years of age)	Aspiration
1 Child (5 years of age)	Severe birth defects
1 Child (16 years of age)	Poisoning from narcotics
1 Child (17 years of age)	Motor vehicle accident

- The Hoke County Child Protective Services of DSS worked with 452 families in 2016.
- During the FY 2016, DSS CPS screened out 107 cases for not meeting statue of abuse, neglect, or dependency.
- The Hoke County DSS partners with the Hoke County Health Department to promote Safe Sleeping and parental education on sleep apnea and proper feeding methods.
- The promotion of Family Planning Services at the Hoke County Health Department will help reduce the high number of premature infants.

Professional Clinical Service Contract

Helene Edwards, Health Director

- The Hoke County Health Department was awarded \$52,000.00 for Chronic Disease Management for patients with diabetes, pre-diabetes, hypertension, and obesity.
- The Hoke County Health Department has been an accredited ADA Diabetes Self-Management site since 2011 and has worked with patients with pre-diabetes since 2013.
- Registered Dietitians are valuable for chronic disease management; therefore, the Hoke County Health Department would like to contract with NC Alliance of Public Health Agencies.
- The registered dietitian contract services would be for 16 to 24 hours at a rate of \$28 to 30 hour for 9 months.

Motion made by Ms. Gail Lowery and seconded by Mr. Alston that the Board of Health approve the Registered Dietitian Contract for Chronic Disease Management with NCAPHA. **Motion carried unanimously.**

Clinical Update

Cindy Morton, Nursing Supervisor

- Ms. Morton reported that the Hoke County Health Department had an 18-month TB patient for 45 days. During the time the patient resided in Hoke County, it was challenging for the nursing staff to administer the medications to the patient because the medications had to be formulated for a child and disguised in foods for consumption. At the present time there are no new TB suspects.
- The Child Health clinic has been busy providing Well Child Checks for children enrolling in school.
- The Maternity clinic has a census of 90 patients.
- The BCCCP services resumed in July 2017 and the Health Department has seen 18 women for BCCCP services.
- The Teen Time clinic continues to operate on the first and third Mondays of every month. The goal is to provide services to six patients during the extended clinic hours.
- Ms. Jean Squier commented that the Child Health clinic has approximately a 70% show rate of the scheduled appointments.

Administrative Update

Jenny McDuffie, Business Officer

- Ms. McDuffie presented the WIRM expenditure reports for the months of May, June, July, and August 2017 to the Board of Health.
- The following table summarizes the finances for May 2017:

	May 2017
Revenues	\$ 48,110.48
Expenditures	\$ 290,163.43
State Funds Used	
State Funds Used	\$ 110,759.77
Local Appropriations	\$ 99,681.01
Medicaid	\$ 13,176.88
Fees	\$ 66,545.77
Total (<i>Expenditures</i>)	\$ 290,163.43

- The following table summarizes the finances for June 2017:

	June 2017
Revenues	\$ 60,611.30
Expenditures	\$ 358,499.50
State Funds Used	
State Funds Used	\$ 74,735.94
Local Appropriations	\$ 202,848.88
Medicaid	\$ 18,450.83
Fees	\$ 62,463.85
Total (<i>Expenditures</i>)	\$ 358,499.50

- The expenditures were higher in June because the salary for the first pay period of July are paid taken out of the June expenditures.
- The following table summarizes the finances for July 2017:

	July 2017
Revenues	\$ 48,426.47
Expenditures	\$ 147,635.85
 	
State Funds Used	\$ 44,304.00
Local Appropriations	\$ 66,831.78
Medicaid	\$ 13,695.38
Fees	\$ 22,804.69
Total (<i>Expenditures</i>)	\$ 147,635.85

- The following table summarizes the finances for August 2017:

	August 2017
Revenues	\$ 63,778.27
Expenditures	\$ 228,317.21
 	
State Funds Used	\$ 85,143.45
Local Appropriations	\$ 85,970.26
Medicaid	\$ 24,620.02
Fees	\$ 32,583.48
Total (<i>Expenditures</i>)	\$ 228,317.21

- Lab Corp has increased the Group B Streptococcus culture test to \$47.50.
- The current clinical service fee charged by the Hoke County Health Department is \$44.00; therefore, the clinical fee was evaluated.
- The proposed clinical service fee for the Group B Streptococcus culture test is \$60.00.

Motion was made Mr. Walters and seconded by Commissioner Wright that the BOH approve the proposed clinical service fee for the Group B Streptococcus culture test to \$60.00. **Motion carried unanimously.**

Health Director's Update

Helene Edwards, Health Director

- The HCHD Environmental Health Team is working really hard to prove there is a great need for the Environmental Health Specialist position to be reinstated in FY 2018-2019.
- Ms. Theresa Lloyd is the Interim Nutrition Director for HCHD. She is RD Eligible and needs to take the Registration for Dietetics administered by CDR.

- Ms. Shaquita Jones, FNP has submitted her resignation notice, effective October 6, 2017.
- Ms. Edwards expressed a need to evaluate the salary of the Physician Extender II position, because it is hard to recruit mid-level providers to public health.
- Many of the neighboring counties have created separate salary scales for the mid-level providers or have become flexible with work schedules to attract providers.
- The table below exhibits the salaries for the mid-level providers in health departments that have the similar clinics as the Hoke County Health Department:

County	Salary Range for Mid-level Provider	Actual Salary
Hoke County HD	\$73,816-\$104,300.00	\$75,661.00
Cumberland County HD	\$74,137-\$91,224.00	\$---
Harnett County HD	\$74,729-\$123,302.00	\$89,675.00
Lee County HD	\$77,964-\$123,963.00	\$89,906.00
Scotland County HD	\$70,000-\$79,000.00	\$77,000.00

- More discussion is needed at the next Board of Health meeting on October 9, 2017.

Board of Health Member Recruitment (Pharmacist)

Vance McGougan, Chair

- Ms. Kathryn Hostetter, RPh, Pharmacy Manager of the Cape Fear Valley Health System Hoke Pharmacy, is interested in serving on the Board of Health as the pharmacist member.

Motion made by Commissioner Wright and seconded by Mr. Alston that the Board of Health approve Ms. Kathryn Hostetter, RPh, to serve on the Board of Health. **Motion carried unanimously.**

VIII. Closed Session

None

IX. Other Business

X. Next Meeting Date

Next regular meeting will be Monday, October 9, 2017 at 7:00 PM.

XI. Adjournment

❖ The meeting ended at 8:10 PM.

Motion made by Mr. Alston and seconded by Commissioner Wright to adjourn the Board of Health meeting. **Motion carried unanimously.**

Respectfully submitted by:

Helene Edwards

Helene Edwards
Board of Health Secretary

10-9-2017

Approval Date