

ALAMANCE COUNTY BOARD OF HEALTH

Minutes

Regular Meeting of the Board of Health

February 21, 2017

The Alamance County Board of Health met at 6:00 p.m. on Tuesday, February 21, 2017, in the Professional Board Room of the Human Services Center located at 319-B North Graham-Hopedale Road, Burlington, North Carolina.

The following board members were present: Chair Dr. Karin Minter, Vice Chair Dr. William Porfilio, Dr. Annette Wilson, Dr. Robby Osborn, Ms. Kathy Colville, Ms. Tina McGee, Mr. Kent Tapscott, Mr. Kevin Bengel, Commissioner Bob Byrd, and Mr. Richard Blanchard.

The following staff members were present: Ms. Stacie Saunders, Ms. Gayle Shoffner, Mr. Carl Carroll, Ms. Arlinda Ellison, Ms. Rebecca Rosso, Ms. Janna Elliott, and Ms. Ariana Lawrence. New staff members present: Marsha Moser, Jessica Euliss, Natallie Summers and Ana Bonilla.

The following guests were present: Ms. Andrea Rollins, Finance Analyst for Alamance County and Savannah Cabaddu from Elon University.

I. Call to Order and Introductions

Board of Health Chair, Dr. Karin Minter called the meeting to order at 6:30 p.m. Those that were in attendance introduced themselves.

II. Oath of Office for Board of Health Member

Mr. Richard Blanchard, newly appointed Representative of the General Public was administered the Oath of Office by Ms. Janna Elliott.

III. Public Comments

No public comments

IV. Approval of the Agenda

A motion was made by Dr. Robby Osborn to approve the agenda. The motion was seconded by Ms. Kathy Colville and approved unanimously by the board.

V. Approval of the Consent Agenda

- | | |
|-----------|---|
| A. | December 13, 2016 Board of Health Minutes – Chair |
| B. | January 17, 2017 Environmental Health Committee Minutes- EHC Chair (attachment A) |
| C. | January 17, 2017 Personal Health Committee Minutes- PHC Chair (attachment B) |
| D. | Personnel Report- Ms. Janna Elliott (attachment C) |

A motion was made by Commissioner Byrd to approve the consent agenda. The motion was seconded by Dr. William Porfilio and approved unanimously by the board.

VI. Budget Revisions FY 16/17

BUDGET ACCOUNT CODE		DESCRIPTION	TRIAL BALANCE	STATE BUDGET	COUNTY BUDGET
REVISION #	4			DEPT. NAME:	DENTAL
STATE BUDGET:				TRANSFER:	
				AMENDMENT:	X
Expenditures:					
110-5160-231	EDUCATIONAL SUPPLIES		\$ 1,500.00		\$ 1,500.00
Revenue:					
310-3516-802	DELTA DENTAL FOUNDATION GRANT		\$ 1,500.00		\$ 1,500.00
Explanation:	The Alamance County Children's Dental Health Clinic was awarded \$1,500.00 by the Delta Dental Foundation to be used toward the purchase of tools and supplies that will allow us to teach children the importance of oral health care through sight, sound and experiences. These are entirely grant funds and do not require any local match or expenditure of any local funds.				
BUDGET ACCOUNT CODE		DESCRIPTION	TRIAL BALANCE	STATE BUDGET	COUNTY BUDGET
REVISION #	5			DEPT. NAME:	DENTAL
STATE BUDGET:				TRANSFER:	
				AMENDMENT:	X
Expenditures:					
110-5110-607	EH - FDA GRANT		\$ 3,000.00		\$ 3,000.00
Revenue:					
310-3511-207	EH - FDA GRANT		\$ 3,000.00		\$ 3,000.00
Explanation:	The Environmental Health Section of the Alamance County Health Department was awarded \$3,000.00 by the United States Food and Drug Administration to be used toward Food Safety and Program Standards training. These are entirely grant funds and do not require any local match or expenditure of any local funds.				

A motion was made by Dr. Robby Osborn to approve budget amendment #4 and #5. The motion was seconded by Dr. William Porfilio and approved unanimously by the board.

VII. Environmental Health Update

Mr. Carl Carroll shared that during inspections of childcare facilities, one of the items staff check for is chipping, cracking or peeling paint. During an inspection in December at Pleasant Grove Elementary School peeling paint was found in a pre-kindergarten classroom. Regional lead specialists and staff

conducted an investigation and found lead hazards in the classroom. Letters were sent home to parents notifying them of the hazard, and recommending that the child's blood lead level be checked. A few children were seen at the health department to have their blood lead level checked, and none so far have been found to have an elevated level. Once the school has completed necessary maintenance, state lead representatives and staff will do a clearance test to be sure all lead is gone. Nursing staff from the health department have checked the class list in the North Carolina Lead Database, and none that were tested showed an elevated lead level.

VIII. Personal Health Update

Ms. Gayle Shoffner discussed the flu data throughout the state. This season the health department has given out 1,215 doses of the flu through the clinic. Communicable disease staff have been busy with flu outbreaks in facilities and schools.

Ms. Shoffner announced that two new employees will be starting at the end of February; LaKasha Carter working as a Family Nurse Practitioner and Katherine Brewer-Jensen working as a Public Health Nurse I.

Ms. Glenda Linens, Wellness Nurse, has been working with Burlington Housing Authority to conduct community meetings with residents regarding health benefits of a smoke free policy. Effective June 1, 2017 smoke free policy will be implemented throughout their properties.

Ms. Shoffner shared tuberculosis statistics for 2010-2016 and showed number of cases broken down by sex, race, age, site of infection, country of origin (US vs foreign), risk factors and alcohol use. See attachment D for charts.

IX. Health Director's Report

Ms. Stacie Saunders shared that interviews have been conducted for the interim medical director candidate. Ms. Saunders conducted the initial interview, then a panel of health department staff interviewed the candidate, and finally Dr. Lamb from ARMC will be interviewing the candidate. Ms. Saunders stated how appreciative she is for ARMC/Cone Health for the support in the recruitment process. Ms. Saunders shared that the current interim Medical Director, Dr. Ginette Archinal will be ending her time with the health department in March as the next interim medical director comes on board.

Ms. Saunders gave an update about the Minority Diabetes Prevention Program (MDPP). This \$230,105 grant is for region five of the state which consist of nine counties (Alamance, Guilford, Caswell, Rockingham, Person, Durham, Chatham, Randolph and Orange) and Alamance County is serving as the lead agency for this region. The regional coordinator for this program has been contracted through Alamance Regional Medical Center's Community Outreach Division. Rachel Marquez from Alamance Regional Medical Center has been chosen as the regional coordinator for this program because of her extensive experience and training in diabetes prevention. Ms. Saunders shared that she is very pleased with the collective impact approach that Alamance County is doing with this program. Ms. Saunders announced that Kathy Colville supervises Rachel Marquez at ARMC, so she and Kathy wanted to be transparent about this contract with the board. Ms. Saunders consulted with Clyde Albright, county attorney, about the perception of a conflict of interest in this particular situation. Mr. Albright expressed that although there is no conflict of interest because the contract is so specific to Ms. Marquez and her work in this program, Ms. Colville should abstain from voting on MDPP agenda items, and abstaining from voting on the health department's budget which includes the MDPP grant money. Ms. Saunders discussed that the Board of Health has not signed conflict of interest disclosure forms in the past, and that she and Mr. Albright are working on a form for board members to complete at a later time.

Ms. Saunders reported that the Local Health Director's Association has been made aware of preventive public health funds that were rolled into the Affordable Care Act when it was enacted. With the potential loss of the Affordable Care Act, these funds may be lost because of this technical issue. Dr. Minter shared a letter she and Ms. Saunders drafted to legislators on behalf of the Board of Health regarding the concern of losing these preventative public health funds. Dr. Minter explained that major initiatives and programs are tied to this funding that could have serious impacts on health if these funds are lost. Locally this would include the Immunization, Healthy Communities, and HIV/STD Services funding from the state, which would total over \$80,000 lost to the health department. Ms. Saunders shared a disclaimer that the point of this letter is not to give opinions about the Affordable Care Act, but to point out that these funds have been rolled under the ACA, and for lawmakers to be mindful of the impact taking these public health funds away could have. Ms. Colville suggested to add Ms. Saunders' disclaimer in the letter. The board was also in favor of Dr. Minter calling legislators informing them of this technical issue and that the Alamance County Board of Health will be sending a letter about this topic.

A motion was made by Dr. Osborn to send the letter to legislators about the Preventative Public Health funds potentially being lost with the roll back of the Affordable Care Act with the above disclaimer added to the letter. The motion was seconded by Ms. Kathy Colville and approved unanimously by the board.

A motion was made by Ms. Kathy Colville to support Dr. Karin Minter in speaking to legislators on the boards behalf about the technical issue related to this funding. The motion was seconded by Dr. Annette Wilson and approved unanimously by the board.

X. Old Business

A. Approval of the Community Health Improvement Plan

Board of Health members were provided an overview of the Health Improvement Plan at the December 13, 2016 Board of Health meeting. Board members were sent the Community Health Improvement Plan (CHIP) document via email to review the entire document.

A motion was made by Ms. Tina McGee to adopt the Alamance County Community Health Improvement Plan. The motion was seconded by Dr. Annette Wilson and approved unanimously by the board.

XI. New Business

A. Request to Approve Changes to Respiratory Protection Program Policy

Ms. Becky Rosso presented the changes to the respiratory protection policy. The major changes to the policy include reducing the number of staff members who are fit tested to be just staff who are at risk based on their job duties. If a staff member would still like to be fit tested they can be, the changes to the policy are just not making it a requirement to do so. After some discussion about the use of saccharin during fit testing, Ms. Rosso will check with the state to see if they have recommendations for a different substance other than saccharin. Ms. Colville noted a change that needed to be made on the medical evaluation form that said all staff needed to be fit tested. Ms. Rosso will make this change to the form.

A motion was made by Dr. Karin Minter to approve the changes to the Respiratory Protection Program Policy and changes being made to the medical evaluation form. The motion was seconded by Commissioner Bob Byrd and approved unanimously by the board.

B. Request to Approve Changes to Continuing Education and Training Policy

Ms. Janna Elliott reviewed the changes to the continuing education and training policy. The major changes were outlining how often and when staff trainings would be conducted.

A motion was made by Mr. Bengel to approve the policy as presented. The motion was seconded by Dr. Porfilio and approved unanimously by the board.

C. Presentation and Request for Approval of the 2017–2018 Fiscal Year Budget

WIC Budget- Ms. Janna Elliott shared that the Agreement Addenda for 2017/2018 have been received from the state. WIC's federal funding is being reduced for the third year in a row because of WIC not meeting 97% of their caseload as determined by the state. WIC departments are experiencing the same issue throughout the state, not just Alamance County. Ms. Saunders shared that the health directors have been engaging with WIC at the state level to examine why counties cannot reach the 97% of assigned caseload and if that percentage needs to change. Personnel is largest part of WIC's budget, and with the cut in funding the WIC program cannot afford to give salary increases to staff this year. Ms. Elliott is hopeful that using lapse salary money will allow for a one-time bonus before the end of May. Ms. Saunders shared that WIC also receives the PMPBB bonuses that all eligible health department staff receive.

A motion was made by Dr. William Porfilio to approve the WIC budget as presented. The motion was seconded by Dr. Robby Osborn and approved unanimously by the board.

Dental Budget- Ms. Elliott explained that the Dental clinic is 100% self-sustaining and no county tax dollars are used to provide services. Salary and fringe benefits have been reduced for the Dental Clinic because Dr. K is planning to retire from the county at the end of August. The 190 line item for professional services has been increased so Dr. K can come back and work two days per week under contract, as well as another part-time dentist under contract. Funds for Dentrix Enterprise have been budgeted, but the contract is still being negotiated through the legal teams. Ms. Elliott said that the revenues have been down, but will increase when Dr. Ackall's Medicaid revenue comes in.

A motion was made by Dr. Robby Osborn to approve the Dental budget as presented. The motion was seconded by Dr. William Porfilio and approved unanimously by the board.

Health Department Budget- Ms. Elliott projected salary increases the way it was calculated last year (1.5% cost of living increase, and 1.5% increase for employees who were not at median salary for their pay grade). The medical director and fringe benefits were taken out of the salary and wages line item (120) and put that money into line item professional services (190) which will go to ARMC for providing medical director services. The training line item (311) has increased to ensure that adequate funding is provided for staff to be trained on new and emerging diseases. Environmental Health is requesting a new Environmental Health Specialist position which will require training. Capital improvements (510) include replacing the oldest Environmental Health car in their fleet, bariatric beds, new security locks throughout the health department, security cameras and cabling for cameras.

Environmental Health is reclassifying one of their program specialist positions to an Environmental Health Supervisor position. Environmental Health is requesting a new position Environmental Health specialist position to replace the program specialist due to the increase request for services. The health department is also requesting a part time Patient Account Representative position for debt collection, Medicaid and private insurance issues. This position would be a re-classification of a current position that is budgeted but has not been filled.

A motion was made by Mr. Kent Tapscott to approve the health department budget as presented. The motion was seconded Mr. Kevin Bengel and approved by all voting board members. Ms. Colville abstained from voting as described above.

XII. Other

Ms. Elliott shared that 2017/2018 Performance Management Performance Based budgeting goals will be submitted with the budget. The goals are aligning with the pillars of the Alamance County's Strategic Plan.

XIII. Adjournment

With no other business discussed the meeting was adjourned at 8:55 pm.

ALAMANCE COUNTY BOARD OF HEALTH

Dr. Karin Minter, Chair

Ms. Stacie Turpin Saunders, Secretary

Alamance County Board of Health

Minutes

Regular Meeting of the Environmental Health Committee

January 17, 2017

The Alamance County Environmental Health Committee met at 12:00 p.m. on Tuesday, January 17, 2017, in the Conference Room of the Environmental Health Building located at 209 North Graham-Hopedale Road, Burlington, North Carolina.

The following committee members were present: Chair Mr. Kevin Bengel, Dr. Annette Wilson, and Commissioner Bob Byrd.

The following staff members were present: Ms. Stacie Saunders, Mr. Carl Carroll, Ms. Terri Craver, Ms. Arlinda Ellison, and Ms. Ariana Lawrence.

Call to Order

Environmental Health Committee Chair Mr. Kevin Bengel called the meeting to order at 12:00 p.m.

Environmental Health Update

Mr. Carl Carroll reviewed the calendar year statistic report for 2012-2016 (see attachment A for report). He shared that in 2016 fees are up about \$50,000 more than projected revenue. Mr. Carroll says that he is amazed looking at this report every year at what employees are able to accomplish.

Mr. Carroll shared that in 2012 Environmental Health conducted a Risk Factor Study, using a process created by the FDA, of food service facilities to determine the major violations that were found to be out of compliance during inspections. Back in 2012, the findings indicated that the two violations that were most prevalent in restaurants were poor personal hygiene and cold holding of potential hazardous foods.

Staff have worked since then to provide more education and look more closely at these top two violations because of those findings. The risk factor study will be done again in 2017, and Mr. Carroll is hoping that the prevalence of the personal hygiene and cold holding of potential hazardous foods has decreased since 2012, but he noted that since staff are more aware and looking for those problems the numbers may be higher now.

Mr. Carroll explained that public complaints about solid waste, vector, wastewater system, and indoor air quality are mostly handled by a staff member talking to the owners and educating them on how to be compliant and why it's important to dispose of solid waste properly, prevent rodents and change habits to improve indoor air quality. In about 30% of the cases, a notice of violation is issued for those that do not comply by speaking with the owners.

Mr. Carroll noted that rabies cases are down in Alamance County for the year with only one positive rabies case in 2016.

Mr. Bengel asked if there are any lead pipes in the county. Mr. Carroll replied that there could potentially be lead in some drinking water due to old galvanized or copper pipes with lead solder. Mr. Carroll shared that anytime a child has an elevated blood lead level, staff conduct an investigation. Water has not been found to be a major contributing factor in elevated blood lead levels in children in Alamance County. The most prevalent contributing factor is lead paint. Mr. Carroll shared that the city has to do periodic sampling of water in different areas around the city and the lead level in water is monitored closely.

Health Director's Update

Ms. Saunders shared an article from the News & Observer titled "NC gets high grade in public health readiness despite low funding". Ms. Saunders also shared that Governor Cooper named his Department of Health and Human Services secretary, Dr. Mandy Cohen.

Ms. Saunders announced that county manager Craig Honeycutt announced his resignation from Alamance County. Mr. Honeycutt has been a huge supporter of public health and values the importance of the work we do. His last day will be March 10, 2017.

Ms. Saunders discussed that the Leadership Academy had its first presentation led by Arlinda Ellison about Self Care and Stress Management. The Leadership Academy is the internal workforce development program in the health department that is a series of lessons taught by management team. This cohort has a total of 12 mid-level supervisors. The program is being evaluated to ensure the needs are being met of the supervisors.

Ms. Saunders shared that she and Tracey Grayzer, Director of Impact Alamance, will be presenting at the State Health Director's conference about Collective Impact. Ms. Saunders informed the committee that she is co-chairing the Maternal Child Health Committee for the Health Director's Association with Ms. Samantha Ange, health director of Surry County.

Ms. Saunders discussed that the fiscal year (FY) 17/18 budget planning has begun. Ms. Janna Elliott has been meeting with management team to discuss their requests. Ms. Elliott will present the FY budget to the Board of Health for approval at the February 21 meeting.

Ms. Saunders gave an update on the community projects that health department staff have been involved in. Alamance Stepping Up which is the mental health diversion project. The health department will be involved in data collection and evaluation of this project. The health department has been working with ARMC/Cone Health under the Minority Diabetes Prevention Program. Glenda Linens, wellness nurse at the health department and Rachel Marquez from ARMC are the teaming up as the regional

coordinators for this project. Ms. Saunders shared that cycle 3 of the Elon Alamance Health Partner (EAHP) will begin accepting application January. Ms. Saunders congratulated the current EAHP, Zach Fisher, on getting into UNC Medical School.

Other

Ms. Lawrence announced that Mr. Richard Blanchard has been appointed to the vacant Representative of the General Public position on the Board of Health. He will be sworn in at the February Board of Health meeting.

Adjournment

The meeting was adjourned at 1:52 pm.

Attachment A

Attachment A:

2012-2016 Calendar Year Statistic Report

Attachment A

	2012	2013	2014	2015	2016	Average
Fees Collected	\$172,915	\$184,645	\$207,805	\$225,720	\$273,990	\$213,015
Lot Evaluations Requested	208	243	301	318	369	288
Lot Evaluations Completed	182	221	299	260	265	245
Total Site Visits made to Complete Lot Evaluations	1,289	1,351	1,721	1,693	2,309	1,673
Wastewater Permits Issued- New Systems	156	182	234	232	251	211
Wastewater Permits Issued- Repair Systems	16	28	45	45	13	29
Wastewater Permits Denied- Documented	26	39	65	28	14	34
Denial Rate	14%	18%	22%	11%	5%	14%
New Wastewater Systems Installed	95	100	107	130	178	122
Repair to Wastewater Systems Completed	63	101	91	82	65	80
Complaints Investigated Related to Wastewater Systems	34	41	29	25	34	33
Well Permits Issued	146	159	166	146	143	152
Well Grouting Inspections	133	117	124	123	188	137
Water Supply Consultative Visits	232	172	122	79	200	161
Water Samples Collected	722	788	628	590	718	689
Food, Lodging, Pools, & Institutional Sanitation Inspections	2,310	2,011	2,010	2,027	2,174	2,106
Permits Issued for New or Remodeled Establishments	290	250	257	259	243	260
Visits not Related to New Construction or Permitting of F&L Est.	952	870	957	787	804	874
Visits Related to New Construction in Food & Lodging	121	129	125	133	162	134
Complaints Investigated Related to Food & Lodging	95	94	88	82	67	85
Contacts related to Solid Waste	549	500	526	342	356	455
Contacts related to Vector Control	11	16	8	3	58	19
Contacts related to Indoor Air Quality	219	196	109	113	154	158
Animal Bite Reports	209	254	258	262	266	250
Specimens Tested for Rabies	48	45	44	46	36	44
Specimens Positive for Rabies	6	8	5	4	1	5
On-Site Wastewater Systems Monitoring Inspections	73	20	10	8	6	23
Legal Actions	9	7	21	15	1	11
Travel Time	3,101	2,903	2,796	2,885	3,258	2,989
Holiday Hrs	1,496	1,536	1,512	1,752	1,624	1,584
Vacation, Bonus Hours, and Sick Leave taken	3,685	3,491	3,279	3,128	3,232	3,363
Total Hours Worked Minus Travel Time	23,726	22,026	21,387	22,591	23,656	22,677
Grand Total Hours Worked	26,827	24,929	24,183	25,476	26,914	25,666
Number of staff on average working each day (2080 man hrs/yr)	12.90	11.99	11.63	12.25	12.93	12.34

Alamance County Board of Health

Personal Health Committee

The Personal Health Committee met on Tuesday, January 17, 2017, at 6:00 pm in the Professional Board Room of the Human Services Building located at 319-B N. Graham Hopedale Road, Burlington, North Carolina.

The following committee members were present: Dr. Karin Minter.

The following staff members were present: Ms. Stacie Saunders, Ms. Ariana Lawrence, Ms. Gayle Shoffner, Ms. Nicole Alston, Ms. Arlinda Ellison and Mr. Zach Fisher.

Call to Order

Dr. Karin Minter called the meeting to order at 6:03 pm.

WIC Update

Ms. Nicole Alston provided the committee with the WIC clinic Report, Participation Report and Participation by Category report for October. Ms. Saunders shared that the WIC participation is less throughout the state. This is an issue that the health directors have been discussing, and have expressed that WIC at the state level should re-assess if folks are using WIC as much as they once were. Ms. Alston announced that in March of 2018 WIC will begin using an EBT card system rather than paper voucher checks.

SFY2017 MONTHLY WIC PARTICIPATION BY AGENCY

Local WIC Program	Pgm. Code	Base-SFY16-17	JUL 2016 TOTAL	AUG 2016 TOTAL	SEP 2016 TOTAL	OCT 2016 TOTAL	Average SFY2017	97% of Current Base	AVG As % Current BASE
North Carolina WIC Total		253,427	237,788	239,929	238,929	236,682	238,859	245,824	94.25%
ALAMANCE COUNTY HEALTH DEPT	001	4,117	4,004	3,968	3,936	3,926	3,959	3,993	96.15%

OCTOBER 2016 WIC PARTICIPATION By CATEGORY By AGENCY

Local WIC Program	Pgm. Code	Base-SFY16-17	Pregnant Women	Fully Breast feeding Women	Partially Breast feeding Women	Post-partum Women	Fully Breastfed Infants	Partially Breastfed Infants	Fully Formula-Fed Infants	Children	OCT 2016 TOTAL
North Carolina WIC Total		253,427	22,405	7,534	10,532	17,251	7,942	10,705	40,184	120,129	236,682
ALAMANCE COUNTY HEALTH DEPT	001	4,117	407	98	190	295	111	192	649	1,984	3,926

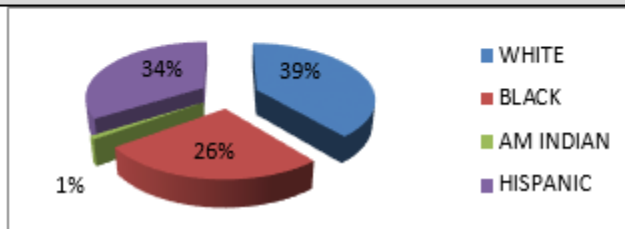
WIC

DEPARTMENTAL REPORT

January 2017



CLINIC ACTIVITIES:		
CLINICAL NUTRITION CONTACTS PROVIDED BY NUTRITIONISTS	962	
HEMOGLOBINS DONE IN WIC	339	
*WIC PARTICIPATION:		
*NSB REPORT OF MONTHLY PARTICIPATION (AVG 96.15%)	AUGUST 2016	96.4%
	SEPTEMBER 2016	95.6%
	OCTOBER 2016	95.4%
*NSB REPORT OF MONTHLY PARTICIPATION BY CATEGORY FOR DECEMBER 2016	PN-407	INFANTS-952
	PP BF-288	CHILDREN-1,984
	PP NON BF-295	
CLINIC SHOW:		
APPOINTMENTS KEPT	613	
APPOINTMENTS SCHEDULED	1,075	
CLINIC SHOW RATE	57%	
VOUCHER ISSUANCE ONLY	149	
TOTAL WALK-INS	498	
RACIAL/ETHNIC COMPOSITION OF CASELOAD		



SPECIAL MEETINGS	HMHB 12/6; HD STAFF MEETING 12/13
SPECIAL EVENTS	EVENING CLINICS 1 ST 4 MONDAYS; DAILY LUNCH CLINICS; TIMES NEWS ARTICLES; FB POSTS; SATISFACTION SURVEYS MAILED WEEKLY; DKE INTERNS 12/5-12/6
BULLETIN BOARD	OUTREACH COMMITTEE & STUDENT VOLUNTEER- OUTREACH BULLETIN BOARD UPDATE DUE IN FEB
VENDORS MONITORED	37 TOTAL VENDORS (0 PENDING APPLICATIONS) VENDOR MONITORING 12/2,12/7,12/14
MNT	12 REFERRALS, 2 APPOINTMENTS KEPT (NOV)
INFANT FEEDING CLASS	12/1/16 & 12/15/16
BREASTFEEDING PEER COUNSELOR CASELOAD	399 Total (284 PP, 115 PN)

SUBMITTED BY: Nicole Alston, 1/12/17

*Disclaimer: The numbers for clinic show are **estimated** using Crossroads. Official numbers will be reported as they are provided by the Nutrition Services Branch*

**Official data from the NSB.*

Personal Health Update

Ms. Shoffner shared that she and the nursing supervisors have been busy recruiting and interviewing to fill the vacant nursing and advanced practice provider positions. Ms. Shoffner

announced that Jessica Johnson, post-partum home visiting nurse, has resigned from her position so staff will be recruiting and interviewing to fill that position as well.

Ms. Shoffner announced that Project Homeless Connect will be held on January 26 9am-2pm. Health Department staff will provide flu vaccines and case management services will be there as well.

Health Director's Update

Ms. Saunders shared an article from the News & Observer titled "NC gets high grade in public health readiness despite low funding". Ms. Saunders also shared that Governor Cooper named his Department of Health and Human Services secretary, Dr. Mandy Cohen. Ms. Saunders announced that county manager Craig Honeycutt announced his resignation from Alamance County. Mr. Honeycutt has been a huge supporter of public health and values the importance of the work we do. His last day will be March 10, 2017.

Ms. Saunders discussed that the Leadership Academy had its first presentation led by Arlinda Ellison about Self Care and Stress Management. The Leadership Academy is the internal workforce development program in the health department that is a series of lessons taught by management team. This cohort has a total of 12 mid-level supervisors. The program is being evaluated to ensure the needs are being met of the supervisors.

Ms. Saunders shared that she and Tracey Grayzer, Director of Impact Alamance, will be presenting at the State Health Director's conference about Collective Impact. Ms. Saunders informed the committee that she is co-chairing the Maternal Child Health Committee for the Health Director's Association with Ms. Samantha Ange, health director of Surry County.

Ms. Saunders discussed that the fiscal year (FY) 17/18 budget planning has begun. Ms. Janna Elliott has been meeting with management team to discuss their requests. Ms. Elliott will present the FY budget to the Board of Health for approval at the February 21 meeting. Ms. Saunders gave an update on the community projects that health department staff have been involved in. Alamance Stepping Up which is the mental health diversion project. The health department will be involved in data collection and evaluation of this project. The health department has been working with ARMC/Cone Health under the Minority Diabetes Prevention Program. Glenda Linens, wellness nurse at the health department and Rachel Marquez from ARMC are the teaming up as the regional coordinators for this project. Ms. Saunders shared that cycle 3 of the Elon Alamance Health Partner (EAHP) will begin accepting application January. Ms. Saunders congratulated the current EAHP, Zach Fisher, on getting into UNC Medical School.

Other

No other business was discussed.

Adjournment

With no further business, the meeting adjourned at 6:28 pm.

**Respectfully submitted,
Ariana Lawrence
Clerk to the Board of Health**

PERSONNEL UPDATE

New Hires / Transfers / Resignations:

- Jessica Euliss began employment as Dental Assistant II effective December 22, 2016
- Jessica Johnson resigned from Public Health Nurse II- Post-Partum Home Visiting position effective January 3, 2017
- Ana Bonilla began employment as Foreign Language Interpreter II effective January 9, 2017
- Nekaya Harrelson transferred to the Public Health Nurse II- Family Planning Coordinator position effective February 13, 2017
- Katherine Brewer-Jensen, RN will begin employment as Public Health Nurse I effective February 27, 2017
- LaKasha Carter MSN, FNP-BC will begin employment as Advanced Practice Provider effective February 27, 2017

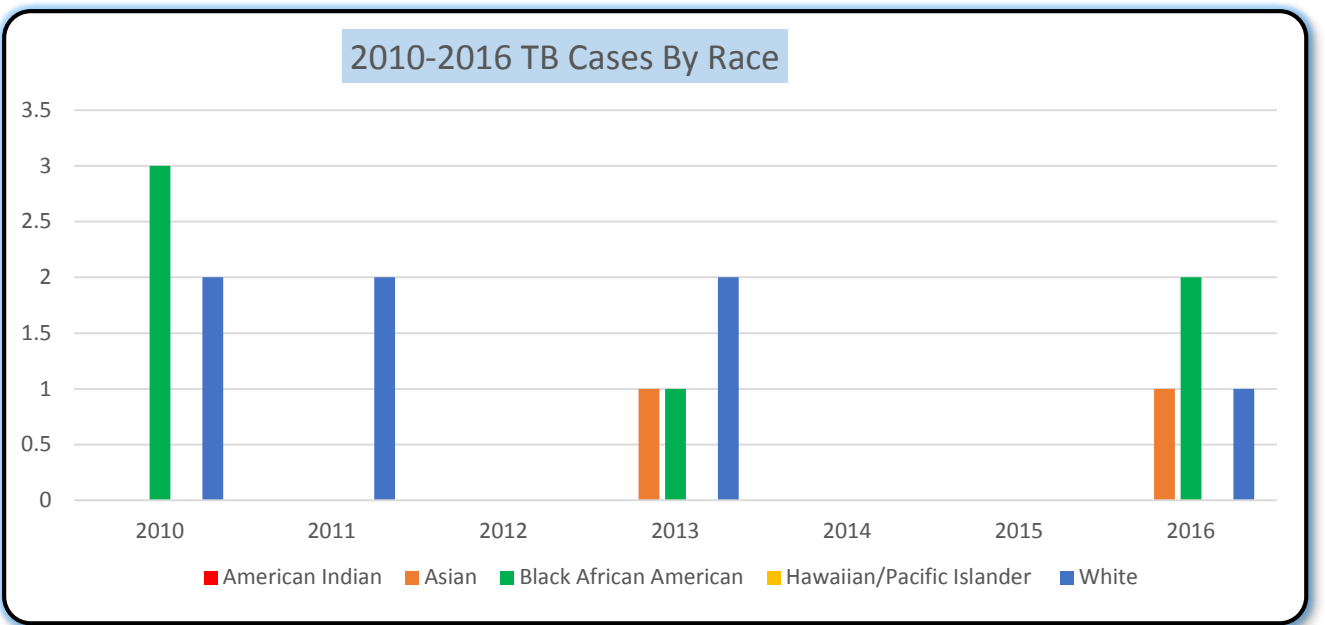
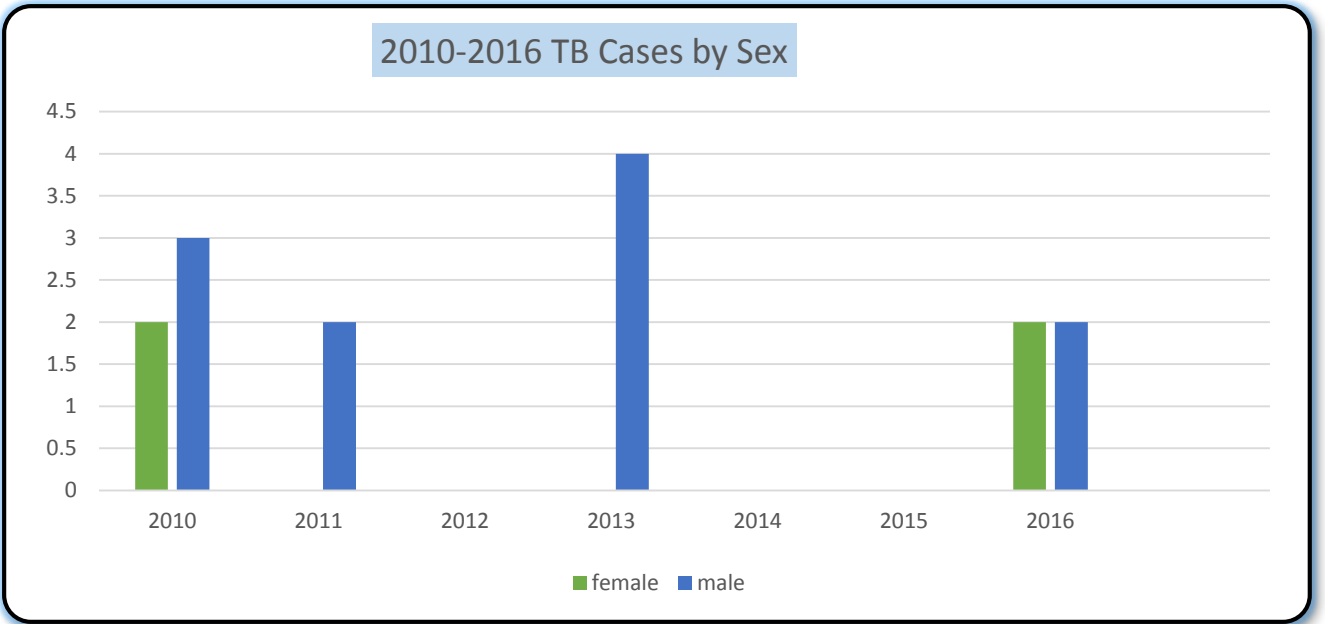
Recruiting to fill the following positions:

- Public Health Nurse I, replacing Nekaya Harrelson

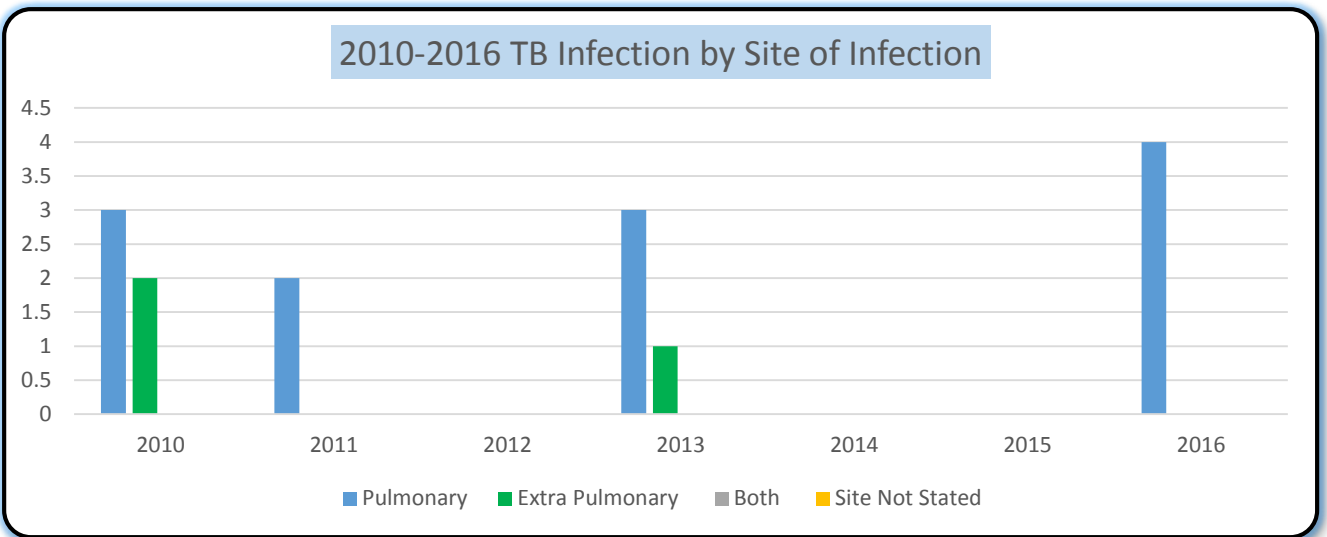
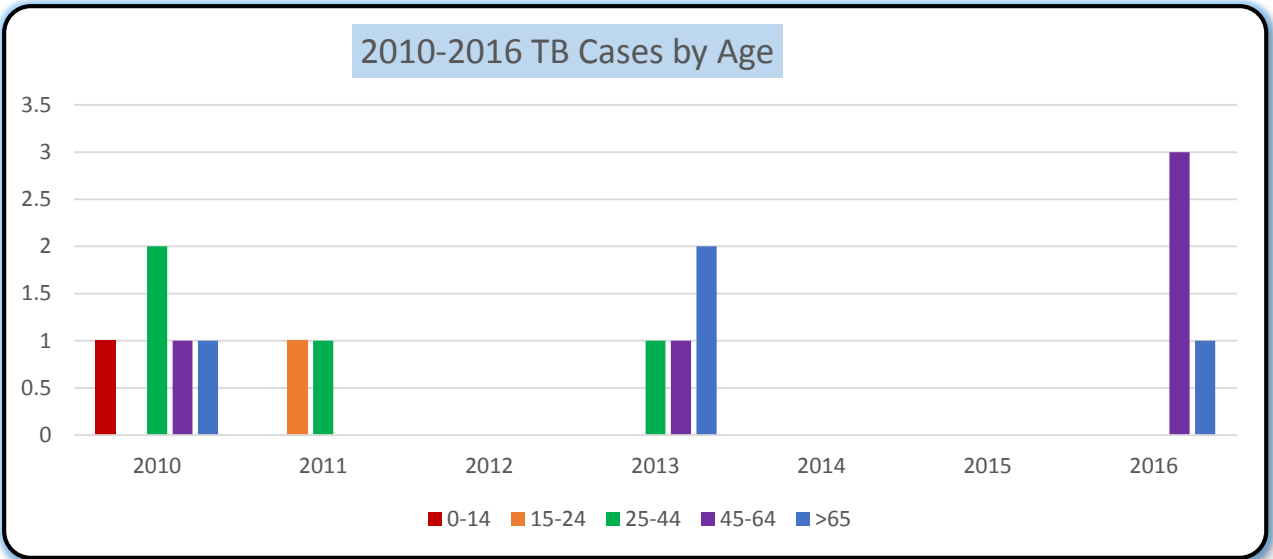
Vacant positions:

- Quality Assurance Specialist I
- Community Health Assistant – WIC Breastfeeding Peer Counselor (frozen FY 16-17)
- Processing Assistant III – WIC (frozen FY 16-17)
- Physician IIIA – Medical Director (contracting with ARMC)
- Physician IIIA (50%) – requesting reclassification to 100% Advanced Practice Provider

Attachment D



Attachment D



Attachment D

