



**REGULAR SESSION MINUTES OF THE
PAMLICO COUNTY BOARD OF COMMISSIONERS
MONDAY, SEPTEMBER 19, 2022**

The Pamlico County Board of Commissioners met in regular session on Monday, September 19, 2022 at 7:00pm in the Patsy H. Sadler room of the Pamlico County Courthouse. Commissioners Missy Baskervill, Kari Forrest, Candy Bohmert, Doug Brinson, Ed Riggs, Pat Prescott, and Carl Ollison were present. Also present were County Attorney Ross Hardeman, County Manager Tim Buck, Finance Officer Bill Fentress, and Clerk to the Board Chantelle Allison.

Chairman Brinson called the meeting to order and led the assemblage in the Pledge of Allegiance.

Chairman Brinson asked if there were any corrections, additions, and/or deletions to the September 6, 2022 regular session minutes. There were no changes, then on a motion made by Commissioner Bohmert and seconded by Commissioner Baskervill, the following resolution was unanimously approved.

BE IT RESOLVED, the regular session minutes of the Tuesday, September 6, 2022 meeting are hereby approved, and the Chairman's signature is authorized thereon.

Chairman Brinson called upon Mr. Eric Harper and Mr. Arthur Kelly, representatives for the Bay River Metropolitan Sewer District (BRMSD), to come forward and receive a check for \$500,000. The Board had voted on May 2, 2022 to assist with the expansion costs for the Sewer district and allocate some of the American Rescue Plan Act (ARPA) funds towards the needed improvements [22-23-060].

Chairman Brinson called Ms. Vernell Bell forward to recognize her years of service with the County and wish her well in her retirement. On a motion made by Commissioner Bohmert and seconded by Commissioner Riggs, the following resolution was unanimously approved [22-23-061].

**RESOLUTION OF THE
PAMLICO COUNTY BOARD OF COMMISSIONERS
HONORING THE SERVICE OF PAMLICO COUNTY SHERIFF'S OFFICE
DETENTION OFFICER, VERNELL BELL**

- WHEREAS,** in September 2003, Vernell Bell began her employment with the Pamlico County Sheriff's Office; and
- WHEREAS,** Ms. Bell served in a critical role, beginning her career as a Detention Officer and promoting up through the ranks to the rank of First Sergeant; and
- WHEREAS,** Ms. Bell's primary focus was ensuring the safety and security of all detainees in the Detention Center while leading and supervising her teammates while striving for excellence; and
- WHEREAS,** Ms. Bell demonstrated immense dedication and devotion to the citizens of Pamlico County as well as her coworkers; she mentored and trained many that are currently

serving in leadership positions, ensuring her dedication and professionalism will carry on; and

WHEREAS, Ms. Bell was a loyal and devoted friend to everyone she worked with and was an inspiration to many, co-workers and inmates alike; and

WHEREAS, Ms. Bell served as a great example of a public servant through her hard work and dedication to meeting the needs of Pamlico County residents, while always treating all individuals fairly and with dignity; and

NOW, THEREFORE, BE IT RESOLVED that the Pamlico County Board of Commissioners hereby recognizes Vernell Bell for her 19 years of exemplary service to Pamlico County.

BE IT FURTHER RESOLVED, that the Pamlico County Commissioners extend their best wishes to Ms. Bell upon her retirement in September 2022.

ADOPTED the 19th of September, 2022 by the Pamlico County Board of Commissioners.

Chairman Brinson invited Mr. David Bone, Executive Director for the Eastern Carolina Council of Government (ECCOG), to give a presentation. Mr. Bone recently took the position as Executive Director; he gave some information on himself, his accomplishments to date, and plans for the future of the ECCOG [22-23-062].

Chairman Brinson asked if there were any additions and/or deletions to the agenda; Commissioner Riggs made a motion, seconded by Commissioner Baskervill, to add a Closed Session [22-23-073] following the Correspondence items.

The Board then turned their attention to the Consent Agenda.

On a motion made by Commissioner Bohmert and seconded by Commissioner Baskervill, the following resolutions were unanimously approved.

BE IT RESOLVED, the following Budget Amendment(s) are hereby approved [22-23-063].

<i>Department:</i> Alliance Park			#23-026
FISCAL YEAR 2022-2023			
ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
100000-439900	Fund Balance Approp.	\$ 450,000.00	
106120-548627ALLPK	Engineering-Designs/Permit	\$ 50,000.00	
106120-559915ALLPK	Repairs/Paving/Courts	\$ 400,000.00	
<i>Reason for Budget Revision:</i> To move budget for Alliance Park upgrade to current FY.			

Department: DSS

#23-027

FISCAL YEAR 2022-2023

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT(-) DECREASED
105800-548706	Transportation PCC		\$ 23,106.00
105800-548703	Transportation DSS	\$ 23,106.00	
105801-548708	Transportation-RGP Grant		\$ 6,758.00
100212-435808	Rural General Public Grant		\$ 6,758.00

Reason for Budget Revision: To change budget to reflect actual money received from the ROAP Grant.

BE IT RESOLVED, the request for approval of the Tax Office Board Releases is hereby approved, and the Chairman's signature is authorized thereon [22-23-064].

BE IT RESOLVED, the request from Soil & Water Conservation for approval of the Streamflow Rehabilitation Assistance Program Contract #22-080-4117, is hereby approved [22-23-065].

BE IT RESOLVED, the request for approval of the State Revolving Fund Grant Application for Drinking Water Construction Projects "Water Quality & Treatment Reliability" and "Water Supply Rehabilitation Project", is hereby approved [22-23-066].

BE IT RESOLVED, the request from Social Services for approval of the FY 2022-2023 Rural Operating Assistance Program (ROAP) Grant Application, is hereby approved [22-23-067].

BE IT RESOLVED, the request for approval of the Settlement Agreements with Bennett Landing Unit Owners Association, totaling \$23,500 and pertaining to reimbursement of a portion of the costs associated with the approval of operating permits for its on-site wastewater system, is hereby approved [22-23-068].

The Board then turned their attention to the Correspondence Agenda.

On a motion made by Commissioner Bohmert, seconded by Commissioner Prescott, and unanimously approved, further discussion regarding the Smoke Free Campus Policy was tabled until the October 3, 2022 meeting [22-23-069].

The Board revisited the implementation of a Dangerous Dog Ordinance and discussed the draft ordinance with the County Attorney. There were more revisions requested, and no formal action was taken at the time [22-23-070].

On a motion made by Commissioner Bohmert and seconded by Commissioner Prescott, the following resolution was unanimously approved.

BE IT RESOLVED, the request from Emergency Management to apply the Emergency Operations Center (EOC) Enhancement Project Grant funds towards infrastructure and cosmetic upgrades to the EOC/Commissioner's Room, is hereby approved [22-23-071].

Health Department Director, Melanie Campen, provided updates about the department, discussed Accreditation requirements and upcoming deadlines, and reviewed some different documentation as

required for Accreditation purposes. (see Attachment #1)

On a motion made by Commissioner Ollison and seconded by Commissioner Prescott, the following resolution was unanimously approved.

BE IT RESOLVED, the request from the Health Department to write off accounts receivables that have been uncollectable, totaling \$4,152.43, is hereby approved [22-23-072].

On a motion made by Commissioner Forrest, seconded by Commissioner Bohmert, and unanimously approved, the Board went into Closed Session to discuss Personnel items [N.C.G.S. § 143-318.11(a)(5)(6)]. Time Recorded: 8:37pm

Discussion regarded hiring qualifications for a potential candidate for the Health Department.

No action was taken during Closed Session, then on a motion made by Commissioner Bohmert, seconded by Commissioner Baskervill, and unanimously approved, the Board went back into Open Session. Time Recorded: 8:51pm

There being no further business, on a motion made by Commissioner Bohmert and seconded by Commissioner Baskervill, the Board adjourned until the next regular meeting on Monday, October 3, 2022 at 7:00pm. Time Recorded: 9:00pm

Chairman

Clerk to the Board

Attached: 1 – HEALTH DEPARTMENT UPDATES/ACCREDITATION INFORMATION

Couple of items I need to address with the Board.

1. Mosquitos: We are getting an influx of complaints, mainly from Mesic to Lowland. We have been putting out larvicide, but we have not started spraying yet. One machine is at NAPA, and Eugene took one home this past weekend but could not get it working. He has someone with Clark coming next week to look at the electronics. As soon as the machine from NAPA is working, we will begin spraying immediately. NAPA will only take one machine at a time. They have sat idle for two years, so I imagine that is the main issue with them being stored in a non-climate-controlled building. We will be giving Vandemere mosquito dunks. Need to add to website a link to our Facebook page and that we have dunks to give out.

Complaints should go to EH so they can log the name and address of complaint.

2. I handed out some papers. First is the Bad Debt Write off Report. These consist of debt that has yet to be collected. Per our policy, we send out three bills. If no transactions/activity has taken place in a year, we can ask the Board to approve the HD to Write off and send to debt setoff. This is part of Accreditation and evidence. So, I am asking the Board to consider approving the Bad Debt Write Off. If approved by the Board, the amount will be sent to Debt Set-off for collection via tax refunds, lottery winnings, etc.
3. Next we have the 2020 SOTCH Report, aka State of the County Health Report. This report was presented by Stormy along with the 2019, but it was presented to the Advisory Board, not the BOH. I will try to breeze through this. The SOTCH report using the CHA(Community Health Assessment) names challenges that the County may face. The 2020 SOTCH results were:

Covid-19 caused us to stop meetings/trainings, etc. Many programs took a backseat to Covid. At one point, Pamlico was ranked high in vaccination based our population. But during that time, other programs were overlooked. I know that has a bearing on our Accreditation as well. Results-based Accountability(RBA)-meaning we were able to start meeting through web-based media like Zoom and we continue to do so.

The SOTCH report lists that CHIPS (Community Health Improvement Plan) has moved to web-based. My staff and I will be learning this process next month.

There were other results listed as you can see. Sorry for the small font.

4. The HD has transitioned to change the way we conduct business efforts in other ways. We have created a Facebook page that is updated regularly. We attend as many trainings virtually as time allows, although we are now concentrating solely on the Accreditation. The ACC cycle is set for Oct 11-13. We will need at least one Commissioner, and one Advisory Board member.
5. Next is the CHA (Community Health Assessment). This is done every 3 years per our agreement with the Health ENC group. They compile information that we then format for our County's needs. According to the CHA, the 3 highest concerns were: Behavioral health, workforce development, and community wellness. we have since been working on these three.

ATTACHMENT 1 – HEALTH DEPARTMENT UPDATES/ACCREDITATION INFORMATION

We have created a rapid and Chain of custody drug testing, Reactivated the CFPT team, we have a MOU with Beaufort County for CMARC(child services), we are working with the schools with vaping/smoking program, and are in the process of hiring a PHII Nurse as the Health Educator. We are working with the Senior Services for an on-site flu clinic. We are seeking ways to help transport patients to appointments. We also have been providing CPR, DOT, and child-seat installation services. That is the CHA in a nutshell. A copy will be available at the local library and one at the HD.

6. We are also researching the campus free smoking/vaping/tobacco use policy. We as a Medicaid recipient, have to be campus free to continue to receive their funds. I will need the Board's opinion as we will need to give a 30 days' notice before implementing. All signs are provided free of charge.
7. Other business, my evaluation needs to be completed by September 30TH for acc.
8. We are seeing an increase in latent TB. One receiving treatment and three positive latent TBs.
9. HD and HOPE MOU and Lease agreement has been signed!!!!
10. Still need Advisory Board members. Starr and Josh are a yes if we can get Jason to sign on.

2020 SOTCH Report

Progress on CHIPS

Introduction

Each year every Health Department is required to create an assessment, that reports on the Public Health standing of the community that they serve. The largest one required is the Community Health Assessment (CHA). It is required to be completed at least every 48 months (or every 3 or 4 years). This Assessment provides an overview of the significant community health needs that are identified within the community itself. Data is gathered in many forms and assembled into the CHA which is then dispersed to the community and stakeholders. The purpose of the CHA is to identify and offer meaningful knowledge on Public Health Priorities that are found by the examination of the data gathered and to offer guidance to address those needs. Special attention is typically offered to vulnerable & "At-Risk" populations, and to input gathered directly from the community.

The CHA is used in conjunction with other reports including the "Community Health Improvement Plan" (CHIP) and the "State of the County's Health" Report. (SOTCH Report). Community stakeholders and partners usually will come together, with the Health Department, to create the CHIP. It is created in direct correlation to the CHA. It acts as a roadmap to specifically identify the priorities that are recognized in the CHA and give instructions about how to act on them specifically. Identifying strategies that would be accommodating and partners who would be supportive are just two of the ways that CHIPS come into play.

A SOTCH Report is required to be created by the Health Department for each year that a CHA is not. This report gives an update on what was accomplished that year for the Health Department. This can include any information that is reportable but also pertains to the strategies laid out in the CHIP. Progress on the priorities identified in the CHA as well as the strategies identified in the CHIP are documented in these reports so the community's public health can be monitored. Any emerging issues that may impact public health can also be included, as well as new initiatives created to solve them.

The main reason for the creation and utilization of these documents is to provide and connect community members with the resources that they need to improve the public health challenges that they face in their lives.

The Pamlico County Health Department is pleased to publish it's 2020 State of the County's Health Report.

PCHD encountered many challenges in 2020. Many of them have followed us into 2021 but our dedicated staff is doing all that we can to persevere and move forward in efforts of bringing Pamlico County's Public Health Status to a place that we can all be proud of.

The following are items that we have encountered throughout 2020:

- COVID-19's Impact on Reporting/Assessment Processes (with regards to CHA-CHIP-SOTCH): The COVID-19 Pandemic has presented barriers for PCHD, especially when attempting to set and meet Public Health goals and expectations. Starting in March of 2020, nearly all of our networking efforts -including meetings with stakeholders, trainings, and such- were initially postponed and eventually held virtually. This presented a significant "learning curve" for all parties involved as this style of interaction was new to everyone. Many of our programs were even forced to take a backseat to our COVID-19 Program as that is where the majority of our staff was needed, and so assigned. This, and many other factors, has prohibited us from development and implementation of new programs, as well. Thus adversely affecting the goals set forth in our county's CHIP.
- Adoption of "Results-Based Accountability" (RBA): RBA was first introduced to our facility in December of 2019. Staff members engaged in trainings on this new method then they, in turn, introduced the new methods to the rest of our facility. Additional trainings in RBA have been taken since the emergence of COVID-19 and are ongoing.
- Transitioning CHIPS from paper-based to web-based documents: Traditionally Community Health Improvement Plans have been created and submitted to the state while utilizing a paper-based formatting process. With the introduction to "Clear Impact," PCHD has transitioned to now submit these important documents on the new web-based platform.
- "Clear Impact" Scorecard: This new platform allows our facility to set up results, indicators, programs, and performance measures easily which allows us to see, at-a-glance, the outcomes that we are looking for. The platform is easy to use and allows us to incorporate our new RBA Training for any easy transition to integrate our data.
- Ability to Link to the HNC 2030 Scorecard: The state's "Healthy North Carolinians" 2030 campaign has a scorecard that our facility is able to link to when utilizing the new "Clear Impact" Scorecard. This grants us a greater awareness of population accountability for our community in comparison to the state, which will allow us to better steer and manage our priorities in the future.
- Covid-19's impact on the CHA-CHIP-SOTCH process and the ability to work with partners and implement planned programs

Morbidity and Mortality Changes Since Last CHA

PCHD received confirmation of its 1st positive COVID-19 Case on March 29th, 2020. At the end of the 1st 12 months of the pandemic, our county: 1, 037 total cases of virus within its borders, had 894 recovered cases -103 of those from the state prison, and suffered the loss of 12 members of our community.

According to the 2019 Detailed Mortality Statistics for Pamlico County, the leading causes of death in Pamlico County include:

- Malignant Neoplasms (38): An abnormal mass of tissue malignant in nature can invade other parts of the body.
- Diseases of the Circulatory System (59)- Including Heart Diseases such as: Hypertension, Myocardial Infarction, Heart Failure, and Stroke.
- Diseases of the Respiratory System (18)- including Influenza/pneumonia, Chronic lower respiratory diseases, obstructive pulmonary disease and other lung diseases.
- Additional mentions: Renal/Kidney Diseases & disorders, Accidents, and Accidental Poisoning/Overdose

Emerging Issues Since Last CHA

ATTACHMENT 1 – HEALTH DEPARTMENT UPDATES/ACCREDITATION INFORMATION

Our facility has found that the COVID Crisis has affected our community greatly on several fronts. Many businesses were forced to reduce their hours and/or close down for long lengths of time. This led to the closing of businesses, and the loss of jobs in the community. Many of the businesses in Pamlico County are your typical "Mom & Pop" and "Owner/Operator" type establishments, so they were not able to afford to keep paying employees while their businesses were closed or had a reduction in hours. This, in turn, led to folks not having money to purchase items at other establishments, and the pattern continues to this day. This lack of work and funds undoubtedly led to the food and housing insecurities within the county. Many community partners came together to get food to the community- especially to the children. The local schools and daycares, as well as churches and other places of worship, distributed food regularly to assist in supplementing and curbing the food insecurity in our area.

New/Paused/Discontinued Initiatives Since Last CHA

We here at Pamlico County Health Department have been forced to change the way that we conduct business in efforts to move forward with priorities set in the 2018 CHA. Since COVID we have found new ways to participate with local partnerships through ZOOM and WebEx meetings, which have enabled us to stay safe, keep others safe, and still participate as we would have, had we been able to attend in person.

The main New Program/Initiative that began and took place in 2020 would have to be our COVID-19 Testing Program. We have coordinated with our community partners to make sure that everyone in our community who has needed a test for COVID-19 has been able to get one.

We have distributed education on the COVID-19 Virus in numerous ways. We have developed several pages on our website that are devoted to the education of our community on all things COVID-19 related. We have run a social media campaign that discusses the importance of social distancing, personal hygiene (hand washing, etc.) and most importantly now- vaccinations. We have also attended several events in the community to distribute educational pamphlets and brochures on the subject.

Through one strategy of our Healthy Communities Program, we are able to provide education regarding Tobacco Prevention through evidence-based media messaging campaigns. This program focuses on preventing the use of all tobacco products by young people. This includes cigarettes, cigars, e-cigs, vaping devices, smokeless tobacco, hookahs, etc. Another strategy in the Healthy Communities program enables us to implement a media and messaging campaign that increases the awareness of the risks of opioids. The main focus of this strategy is aimed at opioid poisoning -including the signs and symptoms of opioid overdose- as well as where to access naloxone and how to administer it in the event of an overdose. Naloxone is a powerful opioid antagonist that is approved by the FDA to rapidly reverse opioid overdoses. It does this by blocking the receptors and reversing the effects that opioids have on the brain.

ATTACHMENT 1 – HEALTH DEPARTMENT UPDATES/ACCREDITATION INFORMATION

Bad Debt Write Off Report

PAN	SFS	0-30	31-60	61-90	91-120	>120	Original Debt Amount	Write Off Amount	Debt Amount	Current Balance Due
900785516	PC	\$0.00	\$0.00	\$0.00	\$0.00	\$150.00	\$150.00		\$150.00	\$150.00
PH1138655	FP, OS, ST, TB	\$0.00	\$0.00	\$0.00	\$0.00	\$78.12	\$78.12		\$78.12	\$78.12
PH1255505	FP, OS	\$0.00	\$0.00	\$0.00	\$0.00	\$74.12	\$74.12		\$74.12	\$74.12
947940153	IM, OS, ST, TB	\$0.00	\$0.00	\$0.00	\$0.00	\$55.00	\$55.00		\$55.00	\$55.00
945283387	FP	\$0.00	\$0.00	\$0.00	\$0.00	\$148.32	\$148.32		\$148.32	\$148.32
953947941	MH, OS	\$0.00	\$0.00	\$0.00	\$0.00	\$80.00	\$80.00		\$80.00	\$80.00
PH1121350	PC, BP	\$0.00	\$0.00	\$0.00	\$0.00	\$93.20	\$93.20		\$93.20	\$93.20
951999026	FP, MH, OS	\$0.00	\$0.00	\$0.00	\$0.00	\$80.00	\$80.00		\$80.00	\$80.00
PH1626488	AH	\$0.00	\$0.00	\$0.00	\$0.00	\$180.00	\$180.00		\$180.00	\$180.00
PH802573	IM, OS, PC	\$0.00	\$0.00	\$0.00	\$0.00	\$84.00	\$84.00		\$84.00	\$84.00
949981591	MH, OS, TB	\$0.00	\$0.00	\$0.00	\$0.00	\$163.00	\$163.00		\$163.00	\$163.00
PH1183909	FP, ST	\$0.00	\$0.00	\$0.00	\$0.00	\$66.81	\$66.81		\$66.81	\$66.81
PH1344359	-	\$0.00	\$0.00	\$0.00	\$0.00	\$64.00	\$64.00		\$64.00	\$64.00
945650440	OS	\$0.00	\$0.00	\$0.00	\$0.00	\$114.00	\$114.00		\$114.00	\$114.00
948997781	-	\$0.00	\$0.00	\$0.00	\$0.00	\$88.00	\$88.00		\$88.00	\$88.00
PH1624131	PC	\$0.00	\$0.00	\$0.00	\$0.00	\$220.00	\$220.00		\$220.00	\$220.00
901170462	FP, MH, OS, PC, ST	\$0.00	\$0.00	\$0.00	\$0.00	\$142.00	\$142.00		\$142.00	\$142.00
949902396	FP	\$0.00	\$0.00	\$0.00	\$0.00	\$713.92	\$713.92		\$713.92	\$713.92
PH1077720	OS	\$0.00	\$0.00	\$0.00	\$0.00	\$64.00	\$64.00		\$64.00	\$64.00
PH1525733	OS, ST	\$0.00	\$0.00	\$0.00	\$0.00	\$135.64	\$135.64		\$135.64	\$135.64
PH1628218	PC	\$0.00	\$0.00	\$0.00	\$0.00	\$150.00	\$150.00		\$150.00	\$150.00

ATTACHMENT 1 – HEALTH DEPARTMENT UPDATES/ACCREDITATION INFORMATION

901238305	FP, MH, OS, PC, ST	\$0.00	\$0.00	\$0.00	\$0.00	\$80.00	\$80.00		\$80.00	\$80.00
PH1626492	OS	\$0.00	\$0.00	\$0.00	\$0.00	\$215.00	\$215.00		\$215.00	\$215.00
PAN	SFS	0-30	31-60	61-90	91-120	>120	Original Debt Amount	Write Off Amount	Debt Amount	Current Balance Due
PH1158758	FP, ST	\$0.00	\$0.00	\$0.00	\$0.00	\$58.12	\$58.12		\$58.12	\$58.12
PH719521	FP	\$0.00	\$0.00	\$0.00	\$0.00	\$173.20	\$173.20		\$173.20	\$173.20
PH1607647	PC	\$0.00	\$0.00	\$0.00	\$0.00	\$60.00	\$60.00		\$60.00	\$60.00
PH1537784	FP	\$0.00	\$0.00	\$0.00	\$0.00	\$114.80	\$114.80		\$114.80	\$114.80
PH787946	OS, PC, TB, PC, ST	\$0.00	\$0.00	\$0.00	\$0.00	\$56.00	\$56.00		\$56.00	\$56.00
950685075	ST	\$0.00	\$0.00	\$0.00	\$0.00	\$94.26	\$94.26		\$94.26	\$94.26
PH1399972	OS	\$0.00	\$0.00	\$0.00	\$0.00	\$127.89	\$127.89		\$127.89	\$127.89
900831815	FP, OS, ST	\$0.00	\$0.00	\$0.00	\$0.00	\$50.32	\$50.32		\$50.32	\$50.32
946440052	FP, PC, ST	\$0.00	\$0.00	\$0.00	\$0.00	\$73.79	\$73.79		\$73.79	\$73.79
PH1191115	ST	\$0.00	\$0.00	\$0.00	\$0.00	\$115.00	\$115.00		\$115.00	\$115.00
PH1424456	FP, IM, OS, ST	\$0.00	\$0.00	\$0.00	\$0.00	\$101.12	\$101.12		\$101.12	\$101.12

4152.43