

The Pamlico County Board of Health
Regular Meeting
Minutes of the Meeting
May 8, 2017
6:30 p.m.

Board of Health Members:

Present: Cliff Braly, Edward Riggs, Jr., Jason Rose, Joshua Rose, Starr Murphy, Sheri Rettew, Michele Parish, Anita Mayo, Susan Woods

Absent: Tunmorya Bennett, Lori Altman

Other Attendees: Scott Lenhart, Susan McRoy

Chairman Cliff Braly called the meeting to order at 6:30.

A motion was made and seconded by Jason Rose and Starr Murphy to approve the agenda. The motion passed.

Cliff Braly asked for a motion to approve the minutes from the March 13, 2017 meeting. Edward Riggs, Jr. asked for a change in the wording of one of his statements. A motion was made and seconded by Edward Riggs, Jr. and Jason Rose to approve the minutes from the regular March 13, 2017 meeting with the change in wording. The minutes were approved.

There were no public comments.

Cliff Braly turned the floor over to Scott Lenhart to give health department updates. Susan McRoy said that expenditures and revenue for April were holding constant. Sheri Rettew asked about the negative number in the last column. Susan McRoy explained that the column is the difference between expenditures and revenues for the month. It is very unusual for this column to not have a negative number because Health Departments cannot make a profit. The only time this number will not be negative is when fees collected and State funding equal expenditures. Scott Lenhart said that clinic numbers were down in April. WIC numbers were slightly higher than the previous month. No show rates are still high. Pool inspections for Environmental Health increased in April and will be higher this month as well. Sheri Rettew asked what we were doing to reduce the "No Show" rate in WIC. Were reminder calls made the day before the appointment? Scott Lenhart said that Vanessa calls the clients the day before the appointment to remind them. Sheri Rettew said that the rate should be between 10% and 12%. Scott Lenhart said that the no show rate for health departments across the State is between 30% and 40% for all programs. Starr Murphy said that Vanessa called her to try to find a number for a WIC client that Starr had made an appointment for while she was in jail and applauded Vanessa on her efforts to find the client. Sheri Rettew told the Board that Hope Clinic's

EMR has an auto-call system that will make reminder calls for their clients. This has helped improve their no show rate, but there are still some who do not show up even if they are called the day of the appointment.

Scott Lenhart updated the Board on the vacant positions. Two individuals have been interviewed for the Planner/Evaluator position. One did not qualify for the position per the Office of State Personnel. One he hopes will qualify, but we are still waiting for hear back from the State. He feels like she will accept because we will be able to offer her more money than she is currently making. The new Environmental Health intern started Monday, May 22nd. Scott Lenhart has not received any applications for the Nutritionist, Mid-Level Provider, or Social Worker positions. He did talk to Susan Bridgeman about possibly contracting with the Partnership for Children to do CC4C and OBCM since they provide services that are similar to these programs. We would have to get special permission from the Network and State to contract with them. If we contracted with the Partnership, the person would still have to qualify for the position. Scott Lenhart explained what CC4C and OBCM programs do. Starr Murphy asked how the Partnership is funded. They are private with some State funds. Scott Lenhart and Sheri Rettew explained what the Partnership for Children does. They sponsored a Family Fun Day this past weekend and have at least 2 parenting programs. They will also be the location of the diaper bank for the county. Scott Lenhart has asked Stephanie Hucks to re-advertise for our vacant positions.

Scott Lenhart reviewed the budget cuts that were sent to him late this afternoon by Tim Buck. There was much discuss regarding cuts in Medical Supplies and Contract Services and how they would affect our ability to provide services. The cuts in WIC contract services were covered by State funds and will prevent us from keeping the Nutrition Plus contract. Jason Rose pointed out that the cuts automatically cut contract positions. He said that the State wanted to merge the Health Department with Craven County about 10 years ago. Based on the cuts, it looks like that is what the County is wanting now. Edward Riggs, Jr. said that he mentioned to the Board of Commissioners about the Board of Health's desire to have a joint meeting. He suggested that Scott Lenhart develop a 5 year plan to present to the BOH and possibly in the fall present that plan to a joint meeting of the Boards. Scott Lenhart said that he is confident that he can get the WIC contract services money back since it is tied to State funds. Sheri Rettew asked if another agency can do WIC. Scott Lenhart said that in Carteret County the local Head Start program was doing WIC in 1999. He will look at the lines that were cut and do justifications for putting the funds back.

Scott Lenhart updated the Board on the Child Health funds. The new scales and bed are scheduled to be delivered on May 16th. We are still waiting for the PO for the painting, and it is supposed to be done in phases. There was more discussion regarding the ADA inspection that was done a couple months ago. We have requested a quote to change the sinks in the upstairs bathroom. A new handicap parking spot is going to designated to allow for better handicap access to the building. There was discussion regarding liability insurance and what happens if someone falls through the floor. There are concerns about mold in the building, and this is due to the water that stands under the building. The County changed the access door. It was recommended that a sump pump be put under the building to help with the water issue.

Cliff Braly asked the Board to consider who they want to nominate as officers at the next meeting. He does not want to be chair. Sheri Rettew volunteered to head a committee if a couple people would work with her to come up with nominations. It was decided that she would call the members individually and see who would like to be chair and vice-chair.

Cliff Braly told the Board that Scott Lenhart's 6month evaluation is supposed to be done at the June meeting. He asked that members look at the evaluation form between now and the next meeting and give him comments. He will compile the comments and present them to the Board for additional comments during closed session in June. The evaluation will be given to Scott Lenhart during the July meeting.

Scott Lenhart commented on the articles in the County Compass the past couple of weeks. It started with the article regarding the contract for Dr. Parish. Hood Richardson, County Commissioner in Beaufort County, responded to the article. Scott Lenhart and Sheri Rettew both wrote follow up articles. If Hood Richardson responds again, they do not plan to comment. There was some discussion regarding what was said in each of the articles.

Cliff Braly made a request to go into closed session.

No further action was needed from closed session.

A motion to adjourn was made by Jason Rose, seconded by Sheri Rettew, and unanimously passed. The meeting was adjourned by the Chairman at 9:03 p.m.

Cliff Braly, Chairman Board of Health

Date

Scott Lenhart, Health Director

Date

Susan McRoy, Secretary

Date
