

The Pamlico County Board of Health
Regular Meeting
Minutes of the Meeting
July 10, 2017
6:30 p.m.

Board of Health Members:

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

Absent: Tunmorya Bennett

Other Attendees: Scott Lenhart, Dawn Jones, Sophia Sterling

Meeting was called to order at 6:34.

A **motion** was made and seconded by Cliff Braly and Starr Murphy to approve the agenda. The motion passed.

There were no public comments.

Scott Lenhart stated that a resident of the county has called to complain over last few months regarding garbage and trash buildup at a home in her neighborhood. This resident was to attend Commissioner's meeting with other concerned citizens but was absent. It does not fall under Health Department jurisdiction.

Scott Lenhart updated Board on Environmental Health, WIC, and clinic numbers for the previous month. Report will change for Environmental Health, and each individual specialist will have own numbers to report instead of it being combined. Scott was not able to provide a financial report to Board, as the new administrative officer was working through complications of the system. Scott advised the Board that a State consultant is working with new administrative officer and will have more accurate and current financials next meeting.

Staffing and coverage update: Scott Lenhart introduced Sophia Sterling, and she informed the Board of her previous background. Dr. Koontz (Medical Director for the jail) has advised Scott of a FNP that takes her Boards in August, who would hopefully consider joining the Health Department in the clinic. Positions are still open for a WIC Nutritionist and Social Worker.

Scott advised board that Phyllis Rocco (from the State Department of Health & Human Services) will be coming to meet with him regarding the vision of the Health Department. No anticipated problems, update to board next meeting.

Maintenance and Repair: Terminix has been to the Health Department 3 times in the last month, and the painting has been completed downstairs clinic. Request for new tile has been submitted. Floors in upstairs area discussed.

Dr. Parish has had one full day in the clinic which was during our launch date with Patagonia. There were many computer issues that extended from clinic, administration, and on to Environmental Health. Will be requesting (2) additional training days from Patagonia, dates to be decided.

Scott stated DSS Director approached him regarding seeing CAP patients (patients with special needs). These patients would be seen by nurses in our clinic once a month and once quarterly. We would be able to bill insurance and Medicaid as a revenue source. Dr. Parish stated that even more revenue could be obtained if the pediatric CAP patients could receive services from her.

SOTCH (State of the County Health Report): Sophia discussed this report with the Board. This report contained comparison between several counties regarding obesity rate, substance and drug abuse cases. Report covers trend and emergent issues. It was questioned how this benefits the Health Department. Scott stated that it helps with writing different grants because of the statistical information. It must first be approved by Board and then on to Commissioner's. Sheri asked for a motion to approve the SOTCH. Cliff Braly made a motion, and Michele Parish seconded. Motion passed.

Sheri discussed the importance for strategic planning an understanding of the county commissioners' vision of where they want the health Department to be in the next (5) years. Sheri will coordinate with Tim Buck to schedule a joint meeting between the Board of Health and County Commissioners.

Edward Riggs, Jr. made a **motion** to go into closed session to discuss the closed session items, Josh Rose seconded the motion. Scott Lenhart dismissed Sophia Sterling.

No action taken during closed session. Cliff Braly motioned to come out of closed session, seconded by Anita Mayo.

With no further business to discuss, Sheri asked for a motion to adjourn. Josh Rose motioned to adjourn, which was seconded by Starr Murphy. The meeting was adjourned by the Chairman at 8:45 p.m.

Sheri Rettew, Chairman Board of Health

Date

Scott Lenhart, Health Director

Date

Dawn Jones, Secretary

Date
