

The Pamlico County Board of Health
Regular Meeting
Minutes of the Meeting
May 14, 2018
6:30 p.m.

Board of Health Members:

Present: Edward Riggs, Jr., Robert Bero, Sheri Rettew (Chair), Jason Rose, Joshua Rose, Starr Murphy, Susan Wood, Michele Parish

Absent: Tunmorya Bennett, Anita Mayo, Michele Parish

Other Attendees: Scott Lenhart, Dawn Jones, Tammy Rodriguez, Brenda Hart, Jeff Aydelette

Meeting was called to order at 6:30.

Sheri Rettew introduced Robert Bero, Pharmacist for Bayboro Pharmacy, as newest member of the Board. Needed paperwork to be obtained and Mr. Barrow will be sworn in next month.

A **motion** to approve agenda was made by Josh Rose, Ed Riggs seconded the motion, all in favor.

Minutes from April 9, 2018 were gone over and Sheri Rettew stated a clarification needed to be made regarding names listed under "Other Attendees". A motion was made by Ed Riggs to accept the minutes with clarification, Starr Murphy seconded the motion, all in favor.

Public Comments: None

Health Department Staffing Updates/ Programs:

Skyler Schoen, Environmental Health Intern, has resigned and his last day will be May 29, 2018. During his time with Pamlico County he received his Pool Authorizations and took over the Bioterrorism program that had been vacant. Bioterrorism was just audited and there were no findings & no CAP (Corrective Action Plan).

Open staff positions: Mid-Level Provider, Nutrition, Environmental Health and Health Educator.

Expenses and revenues were gone over for current fiscal year by Scott Lenhart. Sheri Rettew mentioned she would like to see added to the spreadsheet budgeted revenue as with expenses.

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Clinic: Patient Counts were gone over.

WIC: Patient counts were gone over.

Process was explained on how patients/appointments are counted. (An appointment is counted as 1 but during that 1 appointment 5 family members could be receiving services.)

Environmental Health: Numbers were gone over and revenue is up. Per Tammy Rodriguez there is a 1-2 week wait period. Pools are done by appointment and turn around for those are usually by next day.

Several proposals were discussed regarding the recordkeeping issue in Environmental Health. It was decided that lot information would be scanned in as a PDF and saved into Excel by Lot#.

Environmental Health will also put into place requirement that plans be submitted as a hard copy and also a paper copy. Ed Riggs made a motion to purchase a scanner and/or Server if needed, Starr Murphy seconded the motion, all in favor.

Rabies Update: Scott Lenhart stated that quarantine has gone well and as of last Thursday 50 animals were trapped. The health Department had went and bought a larger chip reader for Animal Control so as the trapping, containment and reading of micro chips would go without any problems. June 20th will be the last day of the quarantine and Health Director Scott Lenhart has decided for it to just expire and not renew.

Discussion: There was discussion regarding whether the Board of Health wanted to use county attorney or venture out and retain one of their own. Ed Riggs stated it would be best to use county attorney and made a motion, Josh Rose seconded the motion, all in favor.

Scott Lenhart brought up that the Health Department seems to be under such scrutiny at this time but no other departments. For one, the 18-19 consolidation agreement or WIC agreement addendum has not been signed by finance officer Bill Fentress, which could mean a significant loss of money. Then, there was discussion on why the Board of commissioners voted to remove Child Health as one of the programs that the Health Department provides. Josh Rose asked why a program would be removed that had incurred enough revenue to sustain itself has not been Scott also stated that it takes time to get these programs up and running, it does not happen overnight. Per Ed Riggs it was stated that some felt as if the program was not needed.

Tuesday May 22nd there will be a budget meeting being held by the Board of Commissioners. There was discussion that some of the Board of Health members would like to attend. Ed Riggs stated that if Board of Health members would like to attend he would make sure they were recognized.

Starr Murphy made a motion to adjourn, Josh Rose seconded, all in favor.

Sheri Rettew, Chairman Board of Health

Date

Scott Lenhart, Health Director

Date

Dawn Jones, Secretary

Date
