

RANDOLPH COUNTY BOARD OF HEALTH  
RANDOLPH COUNTY HEALTH DEPARTMENT  
2222-B South Fayetteville Street, Asheboro, NC  
Monday, January 14, 2019

Members Present

Charles Lee, DVM, Chair  
Mack Summey, PE  
Marty Trotter, Community Member, Vice-Chair  
Julie Mabe, RN  
Robert Brown, MD  
Courtney Alston Wilson, Community Member  
William Walker, OD  
Daryl Hill, DDS  
Lyn Richardson, Community Member

Staff Present

Susan Hayes, Health Director  
Tara Aker, Assistant Health Director  
Brooke Hogan, Executive Assistant  
Arey Rash, Director of Nursing  
Wesley Vann, Animal Control Manager  
Danielle Harbor, CC4C/OBMC Case Manager

Members Absent

Marianne Evans, PharmD  
Hope Haywood, County Commissioner

**I. Call to Order**

The Randolph County Board of Health met on Monday, January 14, 2019, in Randolph County Health Department conference room. Dr. Lee, Board Chair, called the meeting to order at 6:00 p.m.

**II. Welcome New Member**

Dr. Lee introduced Ms. Courtney Alston Wilson. Ms. Wilson is the newly appointed Board of Health community member on the board. Ms. Alston Wilson lives in the Archdale/Trinity area of the county and noted that she is glad to serve on the board and hopes to be an effective member. Board members welcomed Ms. Alston Wilson.

**III. Election of Officers**

Dr. Lee, Board Chair, opened the floor for nominations for board chair. Dr. Walker made a motion to nominate "*Dr. Charles Lee to serve as Board Chair.*" Dr. Brown seconded, and the motion carried.

Dr. Lee, Board Chair, opened the floor for Vice-Chair nominations. Ms. Lyn Richardson made a motion to nominate "*Mr. Marty Trotter to serve as Vice-Chair to the Board.*" Dr. Brown seconded, and the motion carried.

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**IV. Public Comment Period**

Dr. Lee opened the public comment period. Hearing no requests, the public comment period was closed.

**V. Determination of 2019 Meeting Schedule**

Board of Health meetings are held on the second Monday of every other month according to the Randolph County Board of Health Operating Procedures. Dr. Lee asked board members to review the months of March, July, and November due to a conflicting schedule with commissioners meetings and the Veteran's Day holiday.

After some discussion across the board, Dr. Walker made a motion to *"approve a change to the Board of Health meeting schedule for the month of March to Thursday, March 7, 2019, and the month of July to Thursday, July 11, 2019."* Dr. Brown seconded, and the motion carried.

Mr. Marty Trotter made a motion to *"approve a change to the Board of Health meeting schedule for the month of November to Thursday, November 14, 2019."* Dr. Walker seconded, and the motion carried.

**VI. Approval of Minutes**

Dr. Lee presented a correction to the minutes from September 10, 2018. The revision corrected an error in attendance and included the addition of Dr. Brown's name to the list of members in attendance. Dr. Brown made a motion to *"approve the corrected set of minutes for September 10, 2018."* Dr. Walker seconded, and the motion carried.

Board members reviewed minutes from November 7, 2018, and January 3, 2019 board meetings. Dr. Walker made a motion to *"approve the November 7, 2018 minutes and January 3, 2019 minutes as presented."* Dr. Brown seconded, and the motion carried.

**VII. Clinical Update**

Arey Rash, Director of Nursing, presented a communicable disease chart (*see chart following the minutes*) identifying percentages for the 2018 calendar year end. She noted that chlamydia continues to be the most common communicable disease recorded due in part to an increase in funding for testing which aides in identifying the number of cases. Susan Hayes

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mentioned that the most significant changes have been in Hepatitis B and C cases due mainly to IV drug users.

Ms. Rash reported two flu deaths in Randolph County to date. The two cases were both in people over the age of 60 in a long term care facility. Ms. Rash stated that she would forward flu surveillance reports to board members. The state has reported two confirmed CRE (Carbapenem-resistant Enterobacteriaceae) cases to date in our county.

### **VIII. Board of Health Operating Procedures**

Tara Aker, Assistant Health Director, presented Board of Health Operating Procedures for review and approval. Board members reviewed the current set of operating procedures (*following the minutes*) with no suggestions for revision. Ms. Lyn Richardson made a motion to “*approve the Board of Health Operating Procedures as presented.*” Dr. Brown seconded, and the motion carried.

### **IX. 2019 BOH Member Manual Updates & Re-Accreditation Update**

Ms. Aker updated the board on the ongoing process of Re-Accreditation. She noted that year one is almost complete and the process is going well. Ms. Aker presented updates to board member manuals for 2019. The updated documents included a cover page, member terms of appointment and contact information, an organization chart and an updated signature page for Board of Health Operating Procedures.

### **X. Animal Shelter Update**

Wesley Vann, Animal Shelter Manager, provided a shelter report with some calendar year-end statistics for 2018. He noted that euthanasia rates for dogs were 46% and cats were 67% (mostly due to feral cat populations). The combined rates for adoption reclaimed animals and animals sent to rescue organizations were 53% for dogs and 31% for cats. Dr. Brown inquired on whether or not the shelter had noticed a change in adoption rates due to the spay/neuter policy. Mr. Vann said maybe some, more so in cats, but most clients understand when explained the value of services included in the price of adoption.

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Mr. Vann excitedly informed the board of recently receiving a “Bright Ideas” grant for around \$44,000 to purchase a Companion Animal Mobile Equipment Trailer (CAMET). The CAMET will aide in adoption fairs and emergency events with capabilities to provide shelter for around 40 animals. The hurricanes which took place in the fall of 2018 provided the platform to apply for the emergency preparedness grant. Mr. Vann was also happy to report that Randolph County EMS is donating a surplus ambulance to the shelter. The ambulance will be modified to fit the needs of Animal Control and wrapped to advertise for the Adoption Center. Dr. Lee asked about how many adoption fairs take place per year. Mr. Vann noted that around six to eight adoption fairs take place per year and the first one in 2019 will be held at Liberty Tax Service in Asheboro. Liberty Tax runs a special for clients on tax preparation if they donate a minimum of \$50 to the animal shelter.

**XI. Long-Term Contraceptive Fee Request**

Susan Hayes, Health Director, presented three clinic fees for board review and approval. A fee was introduced for Kyleena IUD (CPT code J7296), which is a new option for clients. The proposed fee was \$1,287.00. Ms. Hayes noted that most clients are on a sliding fee scale and do not have to pay full price. A “reading fee” in the amount of \$10 for a TB skin test (CPT code LU125) was presented. The reading fee would only apply to clients who had a skin test performed at another location and then visit the health department for the reading/result. Health department staff follow up with the test originator site to provide results. Another fee for Depo Provera administration (CPT code 96372) in the amount of \$30 was presented as this fee was inadvertently omitted from the approved fee schedule for Fiscal Year 2018/19.

Dr. Walker asked how fees are determined. Ms. Hayes explained that the cost methodology for services are figured based on several factors including: actual costs for the product, area clinician charges, similar charges of peer county health departments, Medicaid cost reimbursement, and 340-B pricing has some effect on what the health department can charge for some kinds of birth control options. There was some discussion across the board. Dr. Walker made a motion to “*approve all fees as presented.*” Dr. Brown seconded, and the motion carried.

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**XII. Mid-Year Financial Review**

Susan Hayes, Health Director, provided mid-year financial statements including year-to-date revenues and expenditures for board members to review and discuss (*see financial statements following the minutes*). Ms. Hayes reviewed revenues received and highlighted an increase in grant funding. There was some discussion across the board.

**XIII. Child Fatality Prevention Team Annual Report**

Susan Hayes, Health Director, presented a report from the child fatality prevention team for calendar year 2018 (*see report following the minutes*). NC general statutes require counties to have a committee to review deaths in children with the local health director serving as chair of that committee. The team is tasked with identifying gaps if they exist and working to improve or add services that might prevent problems for families in the future. An annual report is provided to the Board of Health and the Board of County Commissioners. Ms. Hayes noted that the team made the following recommendations: addressing safe sleep, car seat safety and to provide more education to child fatality team members. Ms. Hayes will present the child fatality team report to Randolph County Commissioners at the February 4, 2019 meeting.

**XIV. Health Director's Report**

Susan Hayes, Health Director, updated board members on the following:

- Informed the board that 25% of health department staff were absent due to flu or flu-like illness. She suggested that County HR should look into a policy for the future just in case a pandemic situation arises in the future.
- The tobacco-free rule was presented to Randolph County Board of Commissioners on Monday, January 7, 2019. The commissioners voted on the tobacco-free rule, and the result was 3-2 to approve and adopt the rule. Therefore the rule did not pass. NC General Statutes requires Board of Health rules regarding tobacco to pass a unanimous vote the first time presented to commissioners. However, any subsequent votes can pass with a majority rule. The rule prohibiting the use of tobacco on local government grounds,

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buildings and vehicles will be presented to commissioners again at the February 4, 2019 commissioners meeting.

- Ms. Hayes provided an opioid update (*see opioid report following the minutes*). In summary, Randolph County has the highest rate of opioid overdose Emergency Department visits among counties with greater than or equal to 10 ED visits per 100,000 NC residents. Board members and Ms. Hayes discussed the opioid topic noting that the proximity of major highways intersect through all quadrants of Randolph County. She reminded board members that the next Opioid Collaborative meeting is January 28, 2019 at 2:00 p.m. with newly elected Sherriff Greg Seabolt as a guest speaker. Ms. Hayes invited new board member, Courtney Alston Wilson, to attend the next opioid collaborative meeting if interested.

There, being no further business, the meeting adjourned at 7:46 p.m. The next regularly scheduled Board of Health meeting is Thursday, March 7, 2019, at 6:00 p.m. in the Randolph County Health Department conference room.

*Charles D. Lee DUM*

Dr. Charles Lee, Randolph County Board of Health Chair

*Susan D. Hayes*

Susan D. Hayes, Randolph County Health Director