

RANDOLPH COUNTY BOARD OF HEALTH
RANDOLPH COUNTY HEALTH DEPARTMENT
2222-B South Fayetteville Street, Asheboro, NC
Monday, May 13, 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
Hope Haywood, County Commissioner
Daryl Hill, DDS
Lyn Richardson, RD, Community Member

Staff Present

Susan Hayes, Health Director
Tara Aker, Assistant Health Director
Brooke Hogan, Executive Assistant
Jaron Herring, EH Food & Lodging Supervisor
Kendall Phillips, Health Educator
Alison Johnson, Health Educator
Wendy Kennon, Health Education Supervisor
Wesley Vann, Animal Control Manager

Members Absent

Marianne Evans, PharmD

Visitors Present

Kate Southard, WIC Intern
Mariela Arias, WIC Intern

I. Call to Order

The Randolph County Board of Health met on Monday, May 13, 2019, in the Randolph County Health Department conference room. Dr. Lee, Board Chair, called the meeting to order at 6:02 p.m.

II. Public Comment Period

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

III. Approval of Minutes

Dr. Lee presented minutes from the March 7, 2019 meeting. Board members reviewed the minutes. Dr. Brown made a motion to *“approve the February 26, 2019 minutes as presented.”* Dr. Walker seconded, and the motion carried.

IV. EH Food & Lodging Program Update

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Jaron Herring, Environmental Health Food & Lodging Supervisor, provided board members with an update regarding FDA Program Standards. Mr. Herring highlighted on Standard 9 Program Assessment (*see handout following the minutes*) which measures the success of reducing the occurrence of foodborne illness risk factors. Environmental Health staff will complete 157 studies within 18 months. Gathering and analyzing data will identify trends related to the five most commonly missed foodborne illness risk factors. Staff will use that information to provide intervention and prevention strategies with establishment operators. Hand washing and cold holding temperatures are the two most commonly missed risk factors. NC recently changed cold holding temperature requirements from 45 degrees to 41 degrees; it is taking time for some establishment operators to acclimate to the new temperature requirement.

The Food and Lodging program received a grant in the amount of \$8,000 through the National Association of City and County Health Officials (NACCHO) for the second consecutive year. The grant funds will be used for staff education opportunities and to conduct a risk factor study on a random sampling of food service establishments in Randolph County. Southern Nevada Health District, our designated mentor county, provided assistance in getting the study initiated and will assist in generating the final report for FDA program standards. FDA Retail Food Specialist, Donna Wanucha, provided staff training regarding completion of the risk factor study. The training included how to complete data forms, marketing the study and a field demonstration. Future plans for NACCHO grant funds include creating and providing short training videos to restaurant owners and redesigning educational handouts.

Dr. Walker inquired on how this study affects food trucks, and Mr. Herring noted that Guilford County might pilot a mobile food unit risk study. Marty Trotter asked if restaurants are required to have HACCP plans (Hazard Analysis and Critical Control Points.) Mr. Herring stated that HACCP plans are only required for certain processes, but that some establishments, such as school cafeterias, opt to have them.

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V. State of the County Health Report

Susan Hayes introduced board members to newly hired health educator, Alison Johnson, and welcomed her as a good addition to the health education team. Ms. Johnson holds a master's degree in Public Health from UNC-Charlotte and is glad to be a part of Randolph County Health Department. Health Educators, Kendall Phillips, and Alison Johnson presented board members with a State of the County Health (SOTCH) report (*see report following the minutes*). They highlighted components of identified health priorities, including focus area action plans for mental health, substance abuse, tobacco, and obesity. Outcomes of overweight/obesity objectives include an increased number of PlayDaze events offered and an increase in healthy food options in some convenient stores in the county. Mental health and substance abuse outcomes included behavioral forums/expos and medicine lock box distribution to community members. Randolph County Board of Health and Board of County Commissioners targeted tobacco use by adopting a tobacco-free policy on local government grounds and vehicles. The number of tobacco cessation classes offered by Randolph Health and Randolph County Health Department has increased. Emerging issues included an outbreak of Hepatitis B and C in October 2018 (which was confirmed as "over" in January 2019), an increase in chlamydia cases as a result of more urine testing by providers, and a decrease in the number Rocky Mountain spotted fever cases. Improvement processes are being developed to encourage clients to be tested for HIV and Hepatitis A, B, and C. There were no questions or discussion among board members.

VI. Animal Control Update

Wesley Vann, Animal Control Manager, presented a picture of the newly wrapped CAMET (Companion Animal Mobile Equipment Trailer). The CAMET was recently used at Archdale Community Day and for a spring carnival held at Guy B. Teachey Elementary School. Courtney Alston Wilson asked if there were any adoptions at the Archdale event. There were no adoptions at Creekside Park in Archdale. However, two of the dogs were sent to the New Leash on Life Program.

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Mr. Vann provided statistics from July 1, 2018, through the end of April 2019 (*see statistics report following the minutes*). He noted that animal shelter statistic reports are submitted annually to the NC Department of Agriculture & Consumer Services. Dr. Lee requested that euthanasia rates for cat and dogs be reported separately. Courtney Alston Wilson and Hope Haywood inquired about feral cat procedures. Mr. Vann explained that when community members feed non-sterilized feral cats, the cat population multiplies rapidly. He also stated that traps are available for citizens to obtain from the shelter for a length of time. Officers will pick up the cats from citizen's homes and will set traps for disabled clients.

Mr. Vann informed board members regarding recent issues. Currently, the shelter is crowded. Since December 2018, the shelter is holding animals for a cruelty case. He stated that 26 cats, two birds, and 10 dogs are being kept until the completion of the case which utilizes space for potentially adoptable animals. Hope Haywood, County Commissioner, asked why rescues do not always take animals. Mr. Vann responded that RCAS notifies rescues via email about the availability of some animals; the rescues do not always respond. Most likely, funding and space is an issue. Hope Haywood, County Commissioner, spoke of the recent issue of a euthanized dog at Randolph County Animal Shelter. She reviewed the report from the animal shelter and the report from the Randolph County Sheriff's office; report contents were almost identical. Ms. Haywood added that it's a complicated emotional issue created by a small group of people, and unfortunately, the data and facts are not taken into consideration. Drs. Hill, Walker, Brown, and Lee expressed thanks to Wesley Vann, Susan Hayes and Tara Aker for a job well done.

The new "Shelter Pro" software system contains a public portal feature for citizens to view pictures of stray animals, increasing the potential for owners to reclaim their pets. Susan Hayes reported that the client portal feature was designed over a span of two years, and funds were carried forward from the Fiscal Year 2017/18 budget in the amount of \$12,000 to purchase Shelter Pro software. Annual maintenance cost is \$2,800 per year. The public will have the ability to create a profile, upload pictures in the case of a lost animal and make online payments. The amount for the additional financial and client portal piece was \$5,200, with an annual maintenance

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cost of \$4,000. On request from Susan Hayes, Randolph County's Internal Auditor, Lori Wright, visited Animal Control to refine financial accountability and document the need to instate NC debt-set off to shelter clients if necessary.

VII. Board of Health Policy Review/Approval

Tara Aker, Assistant Health Director, presented policies for board member review and approval. Ms. Aker explained that the agency accreditation consultant suggested merging the Staff Development Plan into the Recruitment, Retention, and Workforce Development Policy to create one policy. Formerly, the staff development plan was referenced in the Recruitment, Retention, and Workforce Development Policy. Hope Haywood made a *"motion to approve the Recruitment, Retention, and Workforce Development policy as presented."* Drs. Brown & Walker seconded, and the motion carried.

The Delinquent and Uncollectable Accounts Policy, which guides the billing and finance staff with regards to handling delinquent accounts, made a change to clarify storage location of the adjustment detail reports after annual write-off amounts are approved by the Board of Health. There was some discussion about defining write-off procedures in private industry. Marty Trotter made a *"motion to approve the Delinquent and Uncollectable Accounts Policy as presented."* Dr. Brown seconded the motion. Dr. Walker voted in opposition, the motion carried by majority rule.

VIII. Health Department Rebranding Update

Tara Aker, Assistant Health Director, presented rebranding of the health department as an effort modernize the department and to depict that public health is much more than immunizations and STD's. Health department staff and county administration voted on three logos. Ms. Aker presented a picture of the winning logo. Next steps will include making a transition to the new logo and, if approved for rebranding, the new name will become Randolph County Public Health. If approved, animal control and shelter will become Randolph County Animal Services. Health department IT staff member, Ernie Hall, developed the new logos for RCPH and RCAS. Ms.

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Richardson inquired on the cost of rebranding. Ms. Aker responded that signage at the health department would cost around \$5,000. However, signs at the animal shelter will not be as costly. The goal is to have rebranding in place by July 1, 2019. Ms. Richardson and Ms. Alston Wilson commended the rebranding efforts of the department.

Hope Haywood made a *“motion to approve and move forward with department rebranding as presented.”* Dr. Brown seconded the motion. Dr. Hill opposed the rebranding logo, the motion carried by majority rule.

XII. Randolph County Health Department Strategic Plan Update

Tara Aker presented an update on the RCHD 2017-2019 strategic plan. Priority one focused on exceeding or meeting health department budget targets through revenues and grant funding. The Electronic Health Record (EHR), is being used to maximize claims reimbursement, which resulted in 92% of 2018 claims paid. The following grants were received in the current fiscal year: Safe Kids grants, Subaru Loves Pets grant, Bright Ideas grant for CAMEL purchase, Randolph Health Community Foundation grant for the Paramedicine program, NACCHO grant, and an Association of Food and Drug Officials (AFDO) grant to provide a ServSafe basic food handler safety class to the public at no cost. The department received a maternal and child health grant in the amount of \$20,000 to purchase long-acting reversible birth control, car seats and pack and plays to prevent unsafe sleep situations. Funding provided 88 car seats and 98 pack and play purchases. Another grant received was from Delta Dental. This grant allowed for the purchase of an ultrasonic scaler in the dental clinic. So far this fiscal year, Randolph County Health Department has received almost \$90,000 in grants. The second priority to identify rebranding through a tag line has been absorbed into rebranding strategies.

Priority three promotes wellness and lifestyle changes. As a result, PlayDaze events have expanded in the community, and recently, a PlayDaze event held at Creekside Park in Archdale had 400 attendees. The tobacco-free rule became effective on May 11, 2019. Health department staff recently worked with Randolph County Schools, Asheboro City Schools, and Randolph Community College to offer Trauma Awareness Training to educators and Parent Awareness

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Workshops (PAWS) to parents of high school students. RCC applied as the lead agency for and received grant funding through the ABC Board to fund these training opportunities. Narcan is available and being distributed to clients. Distribution of Narcan is higher at the WIC satellite site in Archdale. There was no further discussion.

IX. Fiscal Year 2019/20 Budget Review/Approval

Susan Hayes, Health Director, presented the budget for Fiscal Year 2019-20 for review and approval. Ms. Hayes stated that county agencies would present budgets to the Board of County Commissioners on June 6. The budget request is 6.7 million dollars, including four new positions at Animal Control. County Administration budgeted around \$150,000 for the addition of a 1,000 square foot building at the shelter; the new building would provide needed office space. There was some discussion across the board.

Hope Haywood made a *“motion to approve the FY 2019/20 budget as presented.”* Lyn Richardson seconded the motion, and the motion carried.

X. Fiscal Year 2019/20 Fees Review/Approval

Susan Hayes, Health Director, presented the fee schedules for Fiscal Year 2019/20. Fee recommendations were shown in red font. Ms. Hayes explained that cost methodology was based on the cost to provide the service, Medicaid reimbursement rates, and a cost comparison of peer counties. Environmental Health service fees increased due to the cost of providing services and a cost comparison of peer counties. Dr. Hill expressed concerned that the dental fee for space maintainers was set too high at \$420. Ms. Hayes explained that clients are charged on a sliding fee scale and most likely will not be responsible for the entire cost. There was some discussion across the board.

Dr. Brown made a *“motion to approve the FY 2019/20 fee schedules as presented.”* Dr. Walker seconded the motion, and the motion carried.

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IX. Health Director's Report

- Medicaid Transformation will go live in Randolph County (Region 2) November 1, 2019. Randolph County Health Department has received three of the four prepaid health plan (PHP) contracts to date, including BCBS, United Healthcare, and WellCare. Randolph County has hired a group of healthcare attorneys to review the contracts; the cost for the contract review is around \$10,000. The BCBS contract is almost finished. According to the NC Division of Public Health, contracts can be negotiated.
- The Randolph County Tobacco-Free Rule became effective May 11, 2019. Pocket cards containing information and education are currently being provided to citizens and staff. Ernie Hall, staff IT, developed the pocket cards. Tobacco cessation classes are being offered. Franklinville's town council will entertain a decision to adopt the rule at their next town council meeting.
- Ms. Hayes noted that Randolph Health is having financial difficulties. County agencies are watching the situation closely. County agencies met to discuss impacts and how to manage should there be a change in health care services in Randolph County.
- Randolph County Public Health Nurses are currently making contact and seeking outreach opportunities in efforts to combat Hepatitis A, which has been making its way across the country. Nursing staff have been collaborating with Our Daily Bread, Shelter of Hope, and local homeless contacts to provide education and outreach packets. To date, there have been no measles cases in NC or Randolph County.
- Ms. Hayes reported that Dr. Elyse Hayes, Dentist, has accepted a position closer to home and her last day at RCHD is May 30. Three interviews have been held to date. Most dentists are required to provide a ninety-day notice and some contract on a yearly basis. The position is being advertised on several sites including ECU, UNC-CH, Randolph County, etc. Ms. Hayes mentioned that locum tenens is expensive, and hopefully, other possibilities may work out for the dental clinic.
There was no further discussion.

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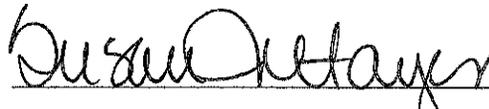
Dr. Lee, Board Chair, asked board members to consider moving into a closed session of business for discussion of a personnel matter. Dr. Walker made a *"motion to move into closed session."* Dr. Brown seconded the motion, and it carried. The board proceeded in a closed session of business at 8:38 p.m.

Marty Trotter made a *"motion to adjourn the closed session of business and move into an open session."* Drs. Walker and Brown seconded the motion, and the motion carried. At 9:01 p.m., the Board of Health returned to an open session of business.

There, being no further business, the meeting adjourned at 9:02 p.m. The next regularly scheduled Board of Health meeting is Thursday, July 11, 2019, at 6:00 pm in the Randolph County Health Department conference room.



Dr. Charles Lee, Randolph County Board of Health Chair



Susan D. Hayes, Randolph County Health Director