

RANDOLPH COUNTY BOARD OF HEALTH  
RANDOLPH COUNTY HEALTH DEPARTMENT  
2222-B South Fayetteville Street, Asheboro, NC  
Wednesday November 7, 2018

Members Present

Charles Lee, DVM, Chair  
Marty Trotter, Community Member  
Cathy Waddell, Community Member  
Lyn Richardson, Community Member  
Julie Mabe, RN  
William Walker, OD  
Hope Haywood, County Commissioner

Members Absent:

Mack Summey, PE  
Marianne Evans, PharmD  
Daryl Hill, DDS  
Robert Brown, MD

Visitors

Jill Williams, Rand. Co. HR Director  
Aimee Scotton, Rand. Co. Staff Attorney  
Betty Lee  
Kathy Walker  
Sherry Vann  
Janet Auman  
Belinda Simmons  
Chris Mabe

Staff Present

Susan Hayes, Health Director  
Tara Aker, Assistant Health Director  
Arey Rash, RN, Director of Nursing  
Beth Thomas, Dental Hygienist  
Wesley Vann, Animal Control Manager  
Marlene Dawalt, RN, Clinical Nurse  
Anna Brower, Accounting Clerk  
Jaron Herring, EH Food & Lodging Supervisor  
Wayne Jones, EH Wastewater & Well Supervisor  
Cindy Trogdon, RN, Child Health Nurse Consultant  
Becky Hinshaw, RN, CC4C/OBCM Nursing Supervisor  
Wendy Kennon, Health Education Supervisor  
Dr. Elyse Hayes, PH Dentist  
Dana Wright, RN, Preparedness Coordinator  
Laura Gibbons, RN, CC4C/OBCM Case Manager  
Sherry Barbery, Medical Lab Technician  
Julie Clark, RN, Family Planning Clinic Coordinator  
Paula Mesa, Processing Assistant, WIC Clinic  
Kathi Auman-Einig, WIC Program Director  
Janet Nelson-Cagle, WIC Clerical Supervisor  
April Wilburn, RN, General Clinic Nursing Supervisor  
Cathy Wall, Vital Records Clerk, Administration  
Dallas Hurley, FNP, General Clinic

**I. Call to Order**

The Randolph County Board of Health met Wednesday, November 7, 2018 at the Randolph County EMS Headquarters. Dr. Lee called the meeting to order at 7:02 pm.

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**II. Public Comment Period**

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

**III. Recognition of Ms. Cathy Waddell**

Dr. Lee presented a plaque to Ms. Cathy Waddell in honor of her years of service on the Randolph County Board of Health. Ms. Waddell served as a community member on the Board of Health for three consecutive terms. Board members and staff applauded in kind regards. Ms. Waddell replied that she enjoyed the time served on the Board of Health and would welcome the opportunity to serve again in the future.

**IV. Approval of Minutes**

Dr. Lee presented meeting minutes for approval from the September 10, 2018 and October 23, 2018 board meetings. There were no discrepancies noted. Dr. Walker made a motion to “*approve the minutes as presented.*” Ms. Haywood seconded the motion and the motion carried.

**V. Animal Control Statistics Update**

Wesley Vann, Animal Control Manager, updated board members with FY 17/18 statistics. Mr. Vann reported 224 animals having received sterilization services prior to adoption. The total number of impounds were 1,472 dogs and 2,302 cats. A total of 399 animals were adopted and 606 animals were sent to rescue organizations. A total of 2,502 animals were euthanized.

Mr. Vann briefly mentioned a recent visit to Burlington Animal Services with Susan Hayes, Tara Aker, Dr. Charles Lee, and Commissioner Hope Haywood. The goal of the visit was learn from Burlington Animal Services leadership best practices that might be reproducible in our facility. Mr. Vann also highlighted outreach events he and other staff have participated in through the year which included; speaking about health benefits of pet ownership and education on services of Randolph County Animal Control in terms of helping citizens and animals in the county. Randolph County Animal Control also partnered with Uwharrie Charter Academy Middle

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Grades in a dog training STEAM class. The class taught the use of scientific methods of dog training and allowed students to train the dogs. Two shelter dogs were adopted as a result of the partnership.

Mr. Vann introduced Janet Auman and Belinda Simmons, two shelter volunteers in attendance at the board meeting. He thanked the volunteers for the attention given to shelter animals and doughnuts provided to shelter staff.

**VI. Communicable Disease Annual Update**

April Wilburn, Nursing Clinic Supervisor, presented a communicable disease report to board members. Ms. Wilburn reported that there is an ongoing hepatitis A outbreak in North Carolina, resulting in one death. There have been cases in Randolph County of Hepatitis A, but no deaths. Currently, Randolph County has an active hepatitis B outbreak involving a total of 25 cases. She stated that most hepatitis cases have involved IV drug use. Clinic nurses have been involved in outbreak investigation with the NC Division of Public Health, Communicable Disease Branch. Nurses have worked to re-investigate all hepatitis B cases and attempted interviews with each contact. The health department has offered free hepatitis B testing, HIV testing, and vaccine to patients and contacts.

Ms. Wilburn reported one flu death in NC so far this year. Pertussis has decreased, but seems to go up and down due to the waning of the vaccine. We have seen an increase in chlamydia cases, we think due to increased urine testing by providers and at RCHD. Previous testing relied primarily on urethral swabs.

**VII. Presentation of Fiscal Year 2017-18 Annual Report**

Tara Aker, Assistant Health Director, displayed a video presentation of the Randolph County Health Department Annual Report for Fiscal Year 2017-18 and program specific information. Flash drives were also provided to board members containing performance measure data and related documentation for FY 17-18 (*see annual report and data following the minutes*).

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**VIII. Health Director's Job Description**

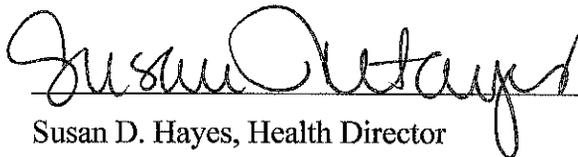
Board members reviewed the health director's job description (*see job description following the minutes*). Ms. Hayes stated that changes were not necessary at this time.

Dr. Walker made a motion to "*approve the Health Director Job description as presented.*" Ms. Richardson seconded the motion and the motion carried.

There being no further business, the meeting adjourned at 7:52 p.m. The next Board of Health meeting is scheduled for January 14, 2019 at 6:00 p.m. in the health department conference room.

  
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Dr. Charles Lee, Board Chair

  
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Susan D. Hayes, Health Director