RANDOLPH COUNTY BOARD OF HEALTH
RANDOLPH COUNTY HEALTH DEPARTMENT
2222-B South Fayetteville Street, Asheboro, NC
Thursday, January 25, 2018

Members Present
Charles Lee, DVM, Chair
Robert Brown, MD
Daryl Hill, DDS
Marty Trotter, Community Member
Lyn Richardson, Community Member
Julie Mabe, RN
William Walker, OD

Visitors
Jerry Smith, UNCW Nursing Student

Staff Present
Susan Hayes, Health Director
Tara Aker, Assistant Health Director
Arey Rash, RN, Director of Nursing
Brooke Hogan, Assistant Secretary to the Board
Wesley Vann, Animal Control Supervisor
Jaron Herring, EH Food & Lodging Supervisor
Meghan Byrd, Registered Env. Health Specialist Intern
Ernie Hall, Computing Support Technician
Laura Lambert, Public Health Educator

I. Call to Order

The Randolph County Board of Health met Thursday, January 25, 2018 in the health department conference room. Dr. Lee, Board Chair, called the meeting to order at 6:04 p.m.

II. Election of Officers

Susan Hayes, Health Director opened the floor for nominations for board chair. Dr. Walker made a motion to nominate *"Dr. Charles Lee to serve as Board Chair."* The motion was seconded by Dr. Brown and the motion carried by acclamation.

Dr. Charles Lee, Board Chair opened the floor for vice chair nominations. Dr. Brown made a motion to nominate *"Dr. William Walker to serve as Vice Chair to the Board."* Mr. Marty Trotter seconded the motion and the motion carried by acclamation.

III. Public Comment Period

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

IV. Approval of Minutes

Dr. Lee presented minutes for approval from the November 13, 2017 board meeting. No discrepancies were noted. Dr. Walker made a motion to *"approve the minutes as presented."* Mr. Marty Trotter seconded the motion and the motion carried.

V. Determination of 2018 Board of Health Meeting Dates

Susan Hayes, Health Director noted the need to change the regularly scheduled meeting dates for March 12, July 9 and November 12 due to scheduling conflicts. Board members reviewed calendars and determined to revise meeting dates to March 8, July 12 and November 7.

Ms. Lyn Richardson made a motion to *"accept the revisions to meeting dates for 2018 as determined by the board."* Dr. Brown seconded the motion and the motion carried. A revised meeting schedule will be updated on the Randolph County Health Department website.

VI. Review of Operating Procedures

Assistant Health Director Tara Aker introduced new staff members Ernie Hall, IT Technician, Laura Lambert, Health Educator and Meghan Byrd, Registered Environmental Health Specialist Intern. Ms. Aker explained the process and necessary steps to be considered a fully qualified Registered Environmental Health Specialist. Ms. Aker also introduced Jerry Smith, who is currently a BSN Student from UNC Wilmington. Board members welcomed new staff and Ms. Smith.

Ms. Aker presented the current Operating Procedures *(see operating procedures following the minutes)* for board members to review. Board members considered and discussed details of the operating procedures such as meeting time and how often meetings are held. Dr. Hill made a motion to *"accept the Board of Health Operating Procedures as presented."* Dr. Walker seconded the motion and the motion carried.

Tara Aker presented board members with updates to board member manuals. Updated documents for board manuals in 2018 include: cover page, terms of appointment, operating procedures, health director job description and an organizational chart *(see manual updates following the minutes).*

Ms. Aker informed board members that the Accreditation site visit on January 23 and 24 went very well. She thanked Dr. Lee, Cathy Waddell and Dr. Brown for participating in site visit interviews. Ms. Aker explained that the site visit team prepares a report containing their recommendation to the NC Accreditation Board, recognition will be held on May 18 in Raleigh.

Ms. Aker informed the board that Environmental Health Food & Lodging section implemented a new software program providing the ability for inspection reports to be viewed online. She showed board members and staff in attendance how to access the REHS reports for restaurants in Randolph County.

VII. Animal Shelter Update

Wesley Vann, Animal Shelter Manager provided an animal control update to the board while showing some pictures of the newly renovated shelter.

Mr. Vann provided statistics for calendar 2017 compared to calendar year 2016.

- Animals taken in to the shelter decreased by 112 less dogs and 251 less cats.
- Adoptions decreased by 132 less dogs, but increased by 129 more cats.
- Animals returned to owners increased by 35 dogs and 15 cats were returned to their owners which remained the same as year 2016.
- Euthanasia rates decreased by 18 less dogs and 332 less cats.

He explained that results could be due in part to microchips, spay/neuter policy, and shelter staff providing more education to the public. Staff have experienced some complaints about price increases for adoptions due to the spay/neuter policy implemented in 2017. Mr.

Vann stated that even with price increase, the numbers for the last quarter of calendar years 2014 through 2017 remained consistent.

Total numbers of adoptions for the last quarter of each year (October through December) are as follows:

- 181 adoptions in 2014
- 198 adoptions in 2015
- 166 adoptions in 2016
- 193 adoptions in 2017

He also mentioned that shelter staff can deny certain applications for adoption, particularly if the client is interested in adoption for the purpose of breeding an animal. Dr. Lee asked if the anti-tether law made a difference in numbers; Mr. Vann stated that the anti-tether law has been effective. Board members had positive remarks concerning animal shelter operations and shelter staff.

VIII. Opioid Crisis Update/Naloxone Standing Order

Susan Hayes provided an EMS report *(see handout following the minutes)* containing overdose data from April 1, 2017 – December 31, 2017. There was discussion across the board concerning data on the number of overdoses.

Ms. Hayes informed the board that the next opioid collaborative meeting is on January 29 at 2:00 p.m. in the health department conference room. Randolph County Health Department is partnering with Randolph County Emergency Services by working as part of a Community Health Paramedicine Program. This program will pair together a Community Health Paramedic and a Public Health Educator to visit willing victims of drug addiction in navigating their way to recovery services. Victims will be offered a variety of harm reduction alternatives to encourage safer use of drugs.

Ms. Hayes also stated that there is a joint meeting between the health department, Randolph County Schools and Asheboro City Schools scheduled for February 1 at 1:00 p.m. to discuss prevention education curricula and strategies. Susan Hayes stated that a community engagement event will be held in April 2018. Ms. Hayes stated that the health department is interested in offering safe syringe services. Kendall Phillips, Health Educator has been working on a lot of opioid education and safe syringe services, she will present information to the board in March.

Ms. Hayes explained that Randolph County has joined other counties in filing suit against pharmaceutical companies. Dr. Walker asked if there was evidence against pharmaceutical companies and how the law suit was initiated. Ms. Hayes explained that there is evidence of collusion between pharmaceutical companies and distributors. She explained that by joining the lawsuit, counties including Randolph will receive money should a settlement or awards be ordered by the courts. She also stated that the STOP Act, signed by Governor Cooper went into effect on January 1, 2018.

Arey Rash, Director of Nursing explained a naloxone standing order *(see Naloxone (Narcan) Standing Order following the minutes)* signed by Dr. Robbins, Medical Director. The

standing order gives nurses permission to dispense naloxone kits along with counseling and education on how to administer. The standing order states that Registered Nurses at Randolph County Health Department who have been appropriately trained by the NC Board of Pharmacy may possess and distribute naloxone kits to a person at risk of experiencing an opiate-related overdoes or a family member, friend, or other person in a position to assist a person at risk of experiencing an opiate-related overdoes. Dr. Hill inquired on cost for kits, Ms. Rash stated that kits cost $20.

Dr. William Walker made a motion to *"approve the standing order for Naloxone (Narcan) distribution as detailed in the standing order and signed by Dr. Robert Robbins."* Dr. Brown seconded the motion and the motion carried.

VII. Communicable Disease Update

Ms. Rash provided a communicable disease report to the board including influenza surveillance *(see handout following the minutes)* with four adult deaths reported in Randolph County. She also noted that 52 men tested positive for chlamydia due to the implementation of urine testing in 2017. These were cases that would not have otherwise been detected without the ability to provide urine testing.

VIII. Delinquent and Uncollectable Accounts Policy

Board members reviewed the Delinquent and Uncollectable Accounts policy *(see policy following the minutes).* Ms. Hayes explained that the policy provides detailed guidance with regards to handling delinquent and uncollectable accounts addressing debt setoff balances and write-off balances. There was some discussion across the board.

Dr. Walker made a motion to *"approve the Delinquent and Uncollectable Accounts Policy as presented."* Mr. Mack Summey seconded the motion and the motion carried.

IX. Child Fatality Annual Report

Susan Hayes, Health Director presented a 2017 annual report *(see report following the minutes)* to board members from the child fatality prevention team. Ms. Hayes explained that she will also present this report to the Board of Commissioners in February. The purpose of the Child Fatality Prevention Team is to identify gaps in services when children die. Ms. Richardson asked how data is received and Ms. Hayes stated that information is received through death certificates. The team is focused on addressing safe sleep conditions and ongoing opportunities to provide safe sleep education to families.

X. Health Director's Report

Susan Hayes, Health Director provided a health director's report to the board. The following items were discussed:

- Randolph County Health Department received a "Play Daze" grant in the amount of $3,000 from Randolph Health Foundation. This grant money will expand the "Play Daze" events throughout the county; these events encourage physical activity through free play and encourages Science, Technology, Engineering and Math (STEM) learning. The health

department partners with Randolph County Partnership for Children to hold the "Play Daze" events.

- The Access to Healthcare study is complete. Ms. Hayes will present results to the board in March. Results of the study will be provided to the public via press release and interactive map on health department website to access services.
- Ms. Hayes noted that Ashley Curtice, Region 6 Tobacco Control Manager will speak to the board soon concerning tobacco free outdoor environments including county government property. The law only requires that health department have tobacco free campus signs posted of up to 50 ft. away from the building. Ms. Hayes asked board members to begin thinking about tobacco free government grounds. She stated that the county feels like this kind of recommendation should come from the Board of Health. Dr. Lee asked Susan Hayes to let the board know how many other counties have tobacco free campuses.
- Ms. Hayes provided a copy of a commendation *(see letter following the minutes)* received from Mike Causey, Commissioner of Insurance. The letter expresses appreciation for the work that health department staff performs with the Safe Kids program.

There being no further business, the meeting adjourned at 7:35 p.m. The next Board of Health meeting is scheduled for Thursday, March 8, 2018 at 6:00 p.m.

Charles D. Lee

Dr. Charles Lee, Board Chair

Susan D. Hayes

Susan D. Hayes, Health Director