

RANDOLPH COUNTY BOARD OF HEALTH
RANDOLPH COUNTY HEALTH DEPARTMENT
2222-B S. Fayetteville St., Asheboro, NC
Monday, November 14th, 2016

Members Present

Robert Dough, MD, Chair
Charles Lee, DVM, Vice Chair
William Walker, OD
Lyn Richardson, Community Member
Daryl Hill, DDS
Marianne Evans, Pharm.D.
Marty Trotter, Community Member
Julie Mabe, RN
Cathy Waddell, Community Member
Mack Summey, PE

Visitors

Mrs. Betty Lee
Mrs. Gala Hill
Mrs. Kathy Walker
Mrs. Jan Dough

Staff Present

Susan Hayes, Health Director
Tara Aker, Assistant Health Director
Wesley Vann, Animal Shelter Supervisor
Wendy Kennon, Public Health Educator II
Brooke Hogan, Accounting Technician
Arey Rash, Director of Nursing
Becky Hinshaw, PH Nursing Supervisor CC4C/OBCM
Cindy Trogdon, RN, Child Health Nurse Consultant
Kendall Phillips, Public Health Educator I
Kathi Auman-Einig, WIC Director
Darlene Hill, Accounting Specialist
Anna Brower, Purchasing Agent
Lori Holley, Animal Control Attendant
Melody Huggins, RN
Jean Graham, RN
Misty Smith, Clerical Supervisor
April Wilburn, PH Nursing Supervisor, General Clinic
Elizabeth Avilez Gonzalez, Foreign Lang. Interpreter
Ashley Penn, Social Worker II
Cathy Wall, Vital Records
Paula Mesa, Processing Assistant
Janet Nelson-Cagle, WIC Clerical Supervisor
Jaron Herring, EH Food & Lodging Supervisor
Wayne Jones, EH Wastewater & Well Supervisor

I. Call to Order

The Randolph County Board of Health met Monday, November 14th, 2016 in the health department conference room. Dr. Dough, Board Chair, called the meeting to order at 7:05 p.m.

II. Public Comment Period

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

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III. Approval of Minutes

Dr. Dough presented minutes for approval from the September 12th, 2016 board meeting. No discrepancies were noted. Dr. Lee made a motion to “*approve the minutes as presented.*” Dr. Walker seconded the motion and the motion carried.

Dr. Dough inquired on the status of certified rabies vaccinator training for Dr. Stansfield, DVM with RSPCA. Susan Hayes informed the board that training for rabies certification from the state of NC is still on hold due to curriculum updates. Dr. Stansfield plans to attend training when the course becomes available. Ms. Hayes stated that Randolph County currently has three certified rabies vaccinators all of which are employed at Randolph County Animal Shelter.

IV. Annual Report Presentation - FY 2015-16

Tara Aker, Assistant Health Director, presented the Randolph County Health Department Annual Report for fiscal year 2015-16. Ms. Aker made note of introducing a condensed format compared to years past, the board gave positive feedback on the presentation. Ms. Aker acknowledged the mission statement of Randolph County Health Department and presented the services of the health department. Program coordinators and supervisors reported specific highlights and information pertinent to FY 2015-16. Board members were given a hard copy of the annual report along with a thumb drive containing a final copy of the report with final performance measures.

April Wilburn, Clinical Nursing Supervisor, updated the board with a communicable disease report. She reported 603 sexually transmitted infection cases in FY 2015-16. She also reported 1,026 family planning clients of which 81% are at or below poverty level. Ms. Wilburn reported that Randolph County Health Department provided 1,694 state required childhood immunizations and 90% of children age two and under were immunized.

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Wendy Kennon, Lead Health Educator, presented copies of the 2016 Randolph County Community Health Needs Assessment, as well as the Executive Summary and Community Resource Guide. Ms. Kennon made Board members aware that both documents, as well as the final report can be found on the health department website. Ms. Kennon stated that the results of the Community Health Assessment will be used during the health department's upcoming strategic planning retreat scheduled for December 8th and 9th.

V. Health Director's Report

Susan Hayes, Health Director, invited the board to the health departments' strategic planning sessions on December 8th and 9th at Randolph Community College Foundation Center. NC Accreditation guidelines require health departments to have a strategic plan, the current strategic plan covers years 2014 through 2016. The planning sessions in December will provide the collaboration and guidance necessary to complete a strategic plan for years 2017 through 2019. The health department strategic plan coincides with the county wide strategic plan which was recently conducted.

Ms. Hayes stated that she has been in the health director position for almost one year and while it's been a busy time, she is looking forward to the year ahead for public health. Public health in Randolph County will be celebrating its 90th year in 2017!

Ms. Hayes noted that the health department will be transitioning to Cure MD, electronic medical records software and the dental clinic will transition to Eagle Soft software.

VI. Recognition of Dr. Dough, Board Chair

Ms. Hayes presented a plaque to Dr. Dough recognizing his dedication to the citizens of Randolph County for serving three consecutive terms totaling nine years, eight of those years were served as Chairman of the Board of Health. Dr. Dough commented that he has appreciated the opportunity of service and gave kind regards to the staff of

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Randolph County Health Department. He also commended Susan Hayes on a smooth transition to the role of local health director. Staff applauded Dr. Dough's service.

There being no further business, the meeting adjourned at 8:00 p.m.

The next Board of Health meeting will be the annual report meeting scheduled for January 9th, 2017.

Dr. Charles Lee, Vice Chair

Susan D. Hayes, Health Director