**Sampson County Board of Health Minutes**

**November 20, 2017**

Members present: Paul Bradshaw, Chair; Jacqueline Howard, Dr. Jeffery Bell, Robert Butler, Linda Heath, Dr. Elizabeth Bryan, Dr. Beth Turner, Linda Peterson, Commissioner Harry Parker, Allie Ray McCullen and Charlotte Harrell.

Sampson County Health Department Staff present: Wanda Robinson, Kathie Johnson, Tamra Jones, Sally DeMay, Erin Ellis, Perry Solice and Sydney (Luke) Smith.

1. **Call to Order:** Chair Paul Bradshaw called meeting to order.
2. **Approval of Minutes:**  Corrections to page 2, third paragraph correct 2nd by Robert Parker to Robert Butler; XII. Adjournment-seconded by Robert Parker to Robert Butler.

Motion made to approve the October 2017 minutes with the above-mentioned corrections to the minutes by Robert Butler and seconded by Commissioner Harry Parker. All in favor, motion carried.

1. **Additions/Deletions to Agenda:**
2. Financial Report after VII E-WIC
3. 2018 Meeting Schedule under IX as e.
4. **Health Directors Report:**
5. Consolidation of Health and Human Services: County Commissioners voted to move forward, Public Hearing will be held January 8, 2018 at 6:00 pm. Invited any board member that would like to attend.
6. Medicaid Transformation: Case Management-cap on Medicaid services we provide. There will be three (3) statewide plans; regional providers for Medicaid services; 15 Managed Care organizations. Wanda and Tamra will be attending a December meeting in Raleigh. Blue Cross & Blue Shield, Aetna, Carolina Complete Care, United Health Care, Well Care and Molina organizations will make presentations; then will have breakout group sessions to ask questions. The Health Department will have to sign with these companies, this will affect our budget planning for next year. Will have to be credentialed and sign contracts with above insurance companies. This is very significant to the health department. The Health Department will be working with this major change as well as working on reaccreditation.

Rates will be capitated per client. State negotiates for the health department at this time; health departments are trying to come together as a regional group to have rates set close to what we are receiving now. Will be a big change for the Health Department.

Will have a presentation at January meeting.

1. Retirement: Kathie Johnson will be retiring at the end of the year with 24 including time. Getting staff in place now to cover until able to replace her position. Kathie Johnson expressed pleasure to have worked with members of board and thanked board for a job well done. Commissioner Parker thanked Kathie for her service to the Health Department.
2. **Community Health Assessment:**

Wanda Robinson introduced Sydney (Luke) Smith, Health Educator for Sampson County Health Department. Sydney presented the Community Health Assessment (CHA) (see handout). CHA is required to be done by local health departments every 3 years. CHA ‘s provides information on health status; community health needs and resources. CHA’s are compiled by gathering primary and secondary data. Primary data consist of surveys distributed to residents of Sampson County. We received 960 completed surveys. Secondary data consist of factual information from government and other credible sources.

Information submitted to Healthy Carolinas Task force includes the top ten survey results of survey concerns. Task force determines the top five concerns and after much discussion, the Task force votes on the top three health priorities that Sampson County will focus on for the next three years. The selected health priorities selected: Substance Abuse; STD/Pregnancy Prevention and Chronic Disease. These three health priorities are presented to the Board of Health for approval; and then to the Board of Commissioners.

Motion made to accept the top 3 health priorities listed in the CHA by Linda Health and seconded by Linda Peterson. All in favor, motion carried.

1. **2016-2017 Annual Report:**

Kathie Johnson presented the Annual Report (see handout). Report includes the different clinics that are offered at the Health Department. Huge increase in Child Health visits, after having staff trained, had 232 child health screenings for last year. Communicable Disease 48 total cases. Childhood vaccines gave over 3500. Reviewed Diabetes, Maternal Health; STD numbers and Postpartum/Newborn home visits. 217 children seen in Outreach program. Only had 2 TB cases for this fiscal year. Discussed WIC and EH services. Reviewed the highlights on last page, Diaper Bank, 18th Annual BCCCP Rally, 3rd Annual Teen Health Fair, and offering IUD’s and Nexplanon to Family Planning patients. Motion to accept the 16-17 Annual Report made by Commissioner Harry Parker and 2nd by Robert Butler. All in favor, motion carried.

1. **E-WIC:**

Erin Ellis reported that effective February 2018 the WIC clients will no longer receive paper WIC vouchers, will begin receiving a WIC Card with a pin number. Currently vouchers are issued for 3 months with a voucher given for each month. Client must purchase everything on the voucher at one time. Example: 5 gallons of Milk listed on Voucher-client must purchase all five gallons of Milk at one time. The E-WIC card will allow the client to purchase one gallon of Milk. The E-WIC card will track the four gallons left on the card to allow the client to purchase later during that month. Roll out will be February 19th through 23rd. Each family will be issued a card, exception each foster child will be issued cards their on card.

Handouts that give an overview of WIC. WIC is different than Food Stamps. WIC offers nutritional foods, given options for whole grains, fruits and vegetables, peanut butter. Infants receive formula, age six months receive vouchers for baby food and cereal. WIC foods are rich in proteins, vitamins A & C and calcium. Clients that receive Medicaid or Food Stamps are automatically qualified for WIC others must qualify financially and nutritionally. Program is for Women, Infants and Children up to age five. Women must be pregnant or breastfeeding. WIC reviews Immunization records and makes referrals to Health Department for children needing immunizations. Also makes referrals for any children that need a dentist.

Fiscal Year July ‘16- June ’17 WIC brought in $1,534,000 back into Sampson County. WIC has a caseload of over 2000. Preparing for E-WIC, the Nutritionist must see each person on the program to update for the new program, translates to 60 to 65 people a day being seen.

Complaint made by a client on Facebook regarding the bulletin board that promoted breast feeding. WIC is required to promote breast feeding. Compliant went up to Health and Human Services Office, recommendation from the state office was make no response.

1. **Financial Report:**

See handouts attached. Report has been updated to include the monies collected in August and September for the previous fiscal year.

Activity Summary for ’17-’18 FY. Most services are up across the board. WIC numbers to tend to rise when state recalculates their reports.

Question was asked regarding the difference between Inspections and visit in Food and Lodging. Perry Solice explained that Inspections would be quarterly food inspections, visit would be for anything else.

Revenues- Medicaid revenue has increased.

1. **United Way:**

Applying for grant, application due in January, will be asking for $5000 to be used to help pay for mammograms. Motion made to apply for grant with United Way made by Allie Ray McCullen and seconded by Robert Butler. All in favor, motion carried.

1. **Policy Review:**
2. Board of Health By-Laws:

Wanda stated that by-laws need to be amended. Would like to rework and bring back to the January board meeting for review and approval.

1. Board of Health Conflict of Interest Policy:

No changes made to policy. Motion made to approve made by Linda Peterson and seconded by Jacqueline Howard. All in favor, motion carried.

1. Board of Health Operating Procedures Policy:

No changes to be made to policy. Motion made to approve made by Dr. Beth Turner and seconded by Dr. Jeffrey Bell. All in favor, motion carried.

1. Tobacco Free Policy & Procedures:

Question asked Is it assumed that the policy includes E-Cigarettes? Wanda responded that the policy does include E-Cigarettes. All staff are given this policy when employed.

1. Meeting Schedule for 2018:

Motion made to approve the 2018 Meeting Schedule made by Jacqueline Howard and seconded by Robert Butler. All in favor, motion passed.

1. **Public Comment:**

No public comment.

1. **G.S. 143-318.11 Closed session to discuss personnel:**

Motion made to enter closed session made by Jacqueline Howard and seconded by Robert Butler. All in favor motion passed.

1. **Adjournment:**

Made during the closed session to discuss personnel.

Chairman Date Secretary Date