

CUMBERLAND COUNTY BOARD OF HEALTH
May 19, 2020 – 6:00p.m.
1235 RAMSEY STREET, THIRD FLOOR BOARD ROOM
REGULAR MEETING
MINUTES

MEMBERS PRESENT: Dr. Connette McMahon, Chair
Dr. Olusola Ojo, Pharmacist, Vice Chair
Dr. Sam Fleishman, Physician
Dr. Hakkam Alsaïdi, Optometrist
Dr. Kent Dean, Veterinarian
Dr. Cynthia McArthur-Kearney, Registered Nurse
Dr. Kingsley Momodu, Dentist
Mr. John Larch III, Professional Engineer
Ms. Sonja Council, Public Representative
Mrs. Stacy Cox, Public Representative

MEMBERS ABSENT: Dr. Jeanette Council, County Commissioner

STAFF PRESENT: Dr. Jennifer Green, Health Director
Duane Holder, Assistant County Manager
Dr. Lori Haigler, Medical Director
Dr. Krystle Vinson, Director of Nursing
Candice York, Accountant
Ashley Curtice, Local Public Health Administrator
Kelly Smith, Administrative Assistant to the Health Director
Sang Nguyen, Software Support Analyst
Danny Miller, Information Technology

GUESTS PRESENT: NONE

WELCOME, INTRODUCTIONS AND MOMENT OF SILENCE

Dr. Connette McMahon welcomed all guests and called the meeting to order. Introductions were given. A moment of silence was taken.

ACTION ITEMS

A. Approval of Agenda

MOTION: Ms. Sonja Council moved to approve the Board of Health Regular Meeting
Agenda
SECOND: Dr. Cynthia McArthur-Kearney
VOTE: Unanimous (10-0)

B. Approval of February 18, 2020 Regular Meeting Minutes

MOTION: Ms. Sonja Council moved to approve the minutes.
SECOND: Dr. Olusola Ojo
VOTE: Unanimous (10-0)

C. Approval of April 9,2020 Special Meeting Minutes

MOTION: Dr. Cynthia McArthur-Kearney moved to approve the minutes.

SECOND: Ms. Sonja Council

VOTE: Unanimous (10-0)

INFORMATIONAL/DISCUSSION ITEMS

A. Public Comment

Dr. McMahon opened the floor for public comments at 6:03 p.m. There being no public comments registered, Dr. McMahon closed the floor for public comment at 6:03 p.m.

B. Financial Reports

Mrs. Candice York presented her financial reports. The statement of revenues and expenditures for the month closing April 30, 2020, exceeded our expenditures of \$55,958. Expenditures by programs are at 68.69% reporting as of April 30, 2020. State and Federal Allocations as well as grants are always a month behind and Medicaid fees have earned 65.08% of the budget revenue.

Budget Process Update

Mrs. York and Dr. Green presented the budget to the board in March which was approved. Dr. Green explained that she submitted a request to the Commissioners for a new EPI Nurse due to ramping up on testing/contact tracing due to COVID-19 and was approved at their last meeting. This position will be budgeted through July 30th, renewing automatically for FY20-21 fiscal year. Dr. Green explained that she was asked to revisit the MOU with Stedman-Wade which is being revised now and the final product will be presented to the board for approval once the MOU is finished.

C. COVID - 19 Update

Dr. Green presented a power-point with statistical data for North Carolina and specifically for Cumberland County. Dr. Green pointed out that the aggregate data is updated Monday – Friday by 6pm. Currently our local numbers as of 5/19/2020 show 511 cases in Cumberland County with 54% being female, average age of 44, with 13 deaths and 31% are African American. The two areas of most concerns are for zip codes 28304 and 28314. Although Dr. Green could not find a specific correlation between positive cases in those area codes, it was noted that this is a big area of the city that extends towards Raeford. Mobile health sites will start May 20, 2020 at Manna Church off of Cliffdale Road by appointment only from 9am-4pm. Patients are asked to complete an online assessment form and sign in advance so that when they get to the site, it can be a quick test and go. The criteria for testing have changed, you must be over the age of 13, if you have symptoms in addition to or being in close contact with a person with a positive case within 14 days. Dr. Green shared a link that citizens can go to and fill out their assessment and if they have problems or don't have a computer, they can call the health department and we will do it for them. Dr. McArthur-Kearney asked about testing for the homeless and their options. Dr. Green explained that currently there are organizations in the community that are helping the homeless fill out the assessment forms and if not, they can call the health department and if they need

transportation to and from, the health department along with Emergency Management Services will set that up for them. In a case where that person needs to be quarantined for 14 days, the health department will refer them and get transportation to a hotel/shelter that has been blocked for this purpose.

D. External Reports and Audit

Dr. Green shared information about the Immunizations audit that took place on 2/19/2020 and discussed the findings which were no compliance issues identified. Information on the visit was found on pages 17-24 of the handout. Dr. Green talked about the Audit for WIC that was conducted February 11-13, 2020. Dr. Green spoke about the strengths of the WIC department which were noted by the consultants as having bilingual staff that worked well with patients as well as each other, nutrition staff that were eager to share information, the breast pump program and an outreach binder. A corrective action plan was formulated which was due March 21,2020 and this report can be viewed on pages 25-38. Dr. Green spoke about the Birth and Death Certificates Processing Report which comes quarterly by the State. The goal for birth certificates is 10 days and death certificates are 5 days. Cumberland County is over average time in releasing birth records. Dr. Green reports that after speaking with the Medical Records Supervisor, some delays include limited staffing at Womack and Cape Fear for staff that input birth certificate information. Birth certificates can also be kicked back if it is missing any information. Birth certificates are also released in batches, so we wait to hear back from the hospital before sending that batch to the state. Another delay with birth certificates is the fact that many babies being born in Cumberland County are not residents of the county. Many outlying counties do not deliver babies and therefore must come to Cumberland County to deliver. Delays with death certificates are not being signed off in time by attending physician, cause of death in question, funeral homes not sending certificate timely. Dr. Fleishman asked if our average time was historically better or worse than in previous quarters. Dr. Green will gather historical information and bring back and update board members at another meeting. This report can be viewed on pages 39-67.

E. Public Health Accreditation Update

Ms. Ashley Curtice gave an update on the 12-month extension we were granted and a specific timeline of events. Dr. McMahon spoke briefly about the importance of benchmarks 34-41, which are specifically for Board of Health. Ms. Curtice said the plan is to review a benchmark each month focusing on the activity to ensure we meet requirements. Benchmark 37 is included in the packet as this pertains to evaluating the Health Director as well as G.S. statute 130A-40 and 130A-41. Board members were asked to review this benchmark and statutes as they will be evaluating the Health Director's performance in the near months.

F. Director's Reports

Dr. Green spoke about the search for a Deputy Health Director and said that she is completing paperwork this week so that HR can make an offer. An update will be provided at the next board meeting. Upcoming events were kept on the agenda so that board members could see which ones have been cancelled due to COVID-19. NACCHO is now a virtual meeting and members were encouraged to reach out to Kelly Smith if they were interested in attending any conferences so that they can be registered.

G. Membership Roster/ Attendance Roster

Dr. McMahon asked the Board to review the attendance roster and let it be known if there were any errors.

H. Board Member Comments

Dr. Fleishman applauded Dr. Green and staff at Health Department as well as our County Government for their tireless efforts and being able to move forward in a positive manner that reflects the Boards mission. Dr. Cynthia McArthur-Kearney also said she is proud and pleased to be associated with an outstanding team that has worked through everyday obstacles to keep our community safe.

As a reminder, the next regular meeting is Tuesday, June 16, 2020 at 6pm.

ADJOURNMENT

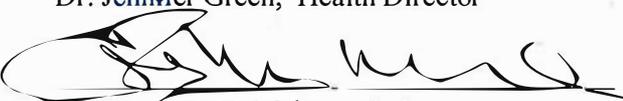
MOTION: Dr. Samuel Fleishman moved to adjourn.
SECOND: Dr. Olusola Ojo
VOTE: Unanimous (10-0)

The meeting was adjourned at 7:05p.m.



Dr. Jennifer Green, Health Director Date

7/31/2020



Dr. Connette McMahon, Chair Date

7-30-2020
Date