

SCHD Advisory Committee Meeting Minutes

September 18, 2023

Attendance: Board Members- Linda Peterson, Cassie Faircloth, Dan Cumbo, Russel Devane, Allie Ray McCullen, Cynthia Davis, Dr. Jeffrey Bell, Lethia Lee, Yire Hernandez

Non-Board Members: Edwin Causey, Wanda Robinson, Kelly Parrish, Cherish Allen, Tamra Jones, Kory Hair.

- I. **Call to Order:** Dr. Jeffrey Bell, Chair
- II. **Invocation:** Commissioner Lethia Lee
- III. **Approval of Minutes:**
 - a) July 24, 2023, SCHD Health Advisory Committee Meeting minutes*
Motion to approve minutes made by Cynthia Davis; 2nd by Yire Hernandez. All in favor.
- IV. **2022 Child Fatality Report:** Report from 2022 reviewed by Kelly Parrish. The purpose of this report is to review deaths and then put in recommendations to help prevent these incidents in the future. There were 12 child deaths in the county reviewed, with 4 problems found. Failure to use seatbelt was one issue found. The Health Department promoted an educational awareness campaign for safe driving to include importance of seat belt usage on social media platforms which reached 1,288 people. Other Problems identified were cell phone usage while driving, car seat malfunction, and faulty wiring that resulted in a house fire. See Child fatality report (attached) for recommendations and proposed actions. Cherish Allen and Kelly Parrish recently attended a Child Fatality Summit in Raleigh, NC on behalf of the Sampson County Child Fatality Prevention Team.
- V. **HIPAA Manual Yearly update:** Cherish reported that there were no changes to the policy. The only addition was an updated consent form. Tamra reviewed the form as her staff are the ones that have clients review and sign. Updated portion of the form states, "I understand that my insurance is being billed for services that I have received as well as any follow up services. I further understand that I am responsible for any copays as well as any amounts not paid by my insurance company." Motion to approve updated HIPAA Manual made by Linda Peterson; 2nd by Lethia Lee. All in favor.
- VI. **Environmental Health Update**
 - a) **Lead in Daycares:** Kory reviewed (handout attached). There have been 5 cases already this year. There is additional funding this year that will allow Environmental Health to take samples to ensure that lead problems have been investigated when a case is reported, and recommendations/solutions have been put in place. Kory stated that unfortunately Sampson County has several old buildings and homes that are being occupied. Cynthia Davis asked what buildings have to be inspected; Kory responded that if the year of the building is prior to 1978, yes it must be inspected. Buildings that were built after 1978 do not have to be inspected unless there is something else going on that warrants an inspection.

- b) Environmental Health Update: Kory presented graphs to show Onsite permits and food and lodging inspection numbers over the last few fiscal years. See attached graphs for details.

IV. Financial:

- b) Monthly Update: August numbers are steady. Immunizations have increased due to required school immunizations. Numbers for WIC and Environmental Health are still up and consistent. Revenue: The FISCAL department is working on making sure all billing is completed. The Department will now start seeing an increase as we are just now receiving payments for July. Payments are typically received 2-3 months after service.
- c) CPT Code Update: Tamra reviewed list. QuantiFERON code was not added, but price did decrease. COVID vaccines have been added with new prices. Health Department will have state supplied vaccines for patients that are not insured. Motion to approve made by Allie Ray McCullen. 2nd by Russel Devane.
- d) COVID Update: Kelly reported on the most recent data regarding COVID. In July there were 51 cases/0 deaths, August there were 267 cases/0 deaths, and from September 1st-18th there were 199 cases/0 deaths. Current outbreaks include Mary Gran Nursing Home, Southwood Nursing Home, and Sampson County Detention Center. Places that are under surveillance but do not meet criteria to be considered an outbreak are Rolling Ridge, Smithfield, and Plainview Elementary School. Vaccine update: CDC recommends everyone who has not had a COVID-19 vaccine in the last two months to receive the updated vaccine from either Moderna or Pfizer that will be available later this month. KIOSK is still in use outside the front doors of the Health Department. Numbers are showing that people are using it for both COVID tests and Narcan.
- e) ARPA Funding: Originally the funding was going to be used for staff education but had to be used by May 2024. Due to a pressing deadline it has been decided to spend funds in-house for training and interpreter needs. The Health Department will be purchasing translation devices for the clinic and the WIC department. Environmental Health requested assistance from CST to convert paper data to electronic. Building cosmetic updates are on hold due to not being approved yet but the Health Department is hoping to paint and update the carpet. Motion to approve funds in the amount of \$57,421 made by Lethia Lee, 2nd by Russell Devane. All in favor. \$46,000 was carried over from last fiscal year.

VII. Health Directors Report

- a) Flex Schedule: Wanda Robinson, Health Director reported that the staff loves the flex schedule. The department is in week 4 of the trial. She reported that the department has seen a boost in morale since starting this.
- b) Vacancies: Along with consistent nurse vacancies, there is also a vacant Nurse Practitioner and Foreign Language interpreter position. Due to the length of time that the PHN positions have been vacant, Wanda Robinson proposed reclassifying one PHN position to an LPN to the committee; no objections.

VIII. Public Comment: None.

IX. Adjournment: Motion to adjourn made by Allie Ray McCullen; 2nd Yire Hernandez. All in favor.

Linda Peterson

Jeffrey Bell Linda Peterson Date
Chair Vice chair 11.20.23

Wanda Robinson

Wanda Robinson Date
Secretary

