

Wayne County Board of Health

Minutes

☒ Regular March 9, 2022 @ 12:15PM

Wayne County Health Department

3rd Floor Conference Room

301 N. Herman Street, Box CC, Goldsboro, NC 27530

- **Call to Order**

The meeting was called to order by Dr. George R. Silver, Jr at 12:15PM

Members Present	Ms. Pam Anderson, Registered Nurse Member; Mr. Joe Daughtery, Commissioner; Mr. Charles Gibson, Public Member; Dr. Thurston Greenwood, Dentist Member; Dr. Stephen Lies, Physician Member, Vice-Chairperson; Dr. Emilee Pilkington, Dentist Member; Mr. Dr. Rick Sessions, Pharmacist Member; Parker Sherard, Engineer; George R. Silver, Jr., Veterinarian Member, Chairperson; and Dr. Brenda Weis, Health Director.
Members Absent	VACANT Optometrist and VACANT Public Member.
Staff Members Present	Wendy Bailey, Fran Belton, Felicia Bond, Tawana Calloway, Michelle Craig, Joy Coley, Denise Cowan, Bonnie Crouse, Renee Edge, Jenny Fernandez, Leah Grimmer, Craig Honeycutt, Stephanie Howard, Juacita Jones, Michelle Mathews, Faye Warren, JoAnn Whitfield, Kevin Whitley, Angela Wallace-Wiggins, Tina Williams and Brenna Wolfe.

A quorum was established with nine members present and two vacant positions.

Ms. Bonnie Crouse reviewed the Safety Emergency Information board with all attendees for the roles needed in case of an emergency. The board is placed in the conference room where everyone can view what their role will be.

- **Invocation:** Invocation – Dr. Emilee Pilkington
- **Introduction of Guests:** None
- **Approval of Meeting Agenda**
Dr. Silver asked for a motion to add Kevin Whitley, Environmental Health, to the Agenda to discuss the Proposed Environmental Health Fee Increases. Mr. Gibson made a motion to approve the agenda with the amendment adding Mr. Whitley. Dr. Lies seconded the motion. The motion passed unanimously.
- **Approval of February 9, 2022 Minutes**
Mr. Gibson made a motion to approve the February 9, 2022 Minutes as emailed to the Board. Dr. Lies seconded the motion. The motion passed unanimously.
- **New Employee Introduction:**
Karen Webb - Public Health Nurse, Women's Health Services

- **Recognition of Employee’s 1st Year Anniversary:**
Matthew Craine – Health Education Specialist, Health Promotion
- **Recognition of Employee’s 5th Year Anniversary:**
Lady Salinas - Processing Assistant, WIC
- **Recognition of Employee’s 10th Year Anniversary:**
Faye Warren – Physician Extender, Women’s Health Services
- **Recognition of Employee’s 15th Year Anniversary:**
Casey Degrechie-Roberts, Dental Assistant, Dental Clinic
- **Recognition of Employee’s 20th Year Anniversary:**
Wendy Bailey – Public Health Nurse, Women’s Health Services
- **Recognition of Employee’s 25th Year Anniversary:**
Bonnie Crouse – Administrative Secretary, Administration

HEALTH DEPARTMENT REPORTS	
Health Director’s Report:	Dr. Weis shared the following information with the Board: <u>COVID-19:</u> COVID-19 positivity rates and death rates have gone down across the State, region, and within Wayne County. If we do not see any more COVID-19 variants, which it is hard to predict, hopefully we will transition to syndromic surveillance as opposed to active surveillance that we have been doing for the past two years. The demand for our COVID vaccinations and testing is slowing down at the offsite COVID clinic located at the former Food Lion. We are looking for the green light from the County or the Commissioners to indicate to us that it is time to take the next step is in terms of operations. We are administering about 30-40 vaccines and 30-40 tests a day. We were hoping to use some of the space at the offsite clinic for programming if possible. We have some community-based programming that we need to launch soon and we do not have the space at the Health Department. We were hoping to use that offsite clinic space for employee training, employee meetings, and to provide some community programming. Dr. Weis asked Mr. Honeycutt if this would be allowed. Mr. Honeycutt stated we have the building leased for 18 months so it would be allowed. Mr. Daughtery reiterated that that would be a good use for the space. Dr. Weis shared we are re-starting a program on Diabetes Prevention and will need to accommodate about 40-45 clients for in-person onboarding and possible monthly courses. We cannot do it in our current building since there is not adequate space. Since GWTA provides transportation to the offsite clinic, it would be ideal to use that space for this and other community programming.

	<u>Credentialing Process for Nurses:</u> The State OHSR has been reviewing the credentialing process for our public health nurses, especially given the shortage of nurses statewide. They have determined that most clinical nursing experience can count towards public health nursing so more nurse applicants will qualify without a “work-against” provision to satisfy the public health experience requirement. Brenna Wolfe and Renee Edge have been extremely successful in recruiting for new public health nurses into the Health Department. We are trending in a good direction with filling our vacancies. This expanded credentialing has really helped us to hire new nurses and re-visit credentials for some existing nurses in a “work-against” status. All of this helps with recruiting and retaining qualified clinical staff. <u>New Building:</u> Dr. Weis stated that we are meeting with Mosely Architect this week to go forward with the next phase of our building plans. Senior staff in the Health Department have been reviewing the draft plans and making adjustments as needed. I will share the staff comments with Mosley Architect when we meet later this week
Finance Report	<u>Revenue Report:</u> JoAnn Whitfield reviewed the Revenue Report from February 2014 to February 2021. Ms. Whitfield stated everything is trending well. The County Appropriations are not on the report because it was not yet posted for February. It will be included in future budget reports to the Board. Dr. Weis stated the Fund Balance is also included in this report. This past year we did really well. The blue bar is what we received in COVID reimbursement. Our expenses went down because we gave fewer health services due to COVID. These expenses will ramp back up once our services return to normal levels.

- **Public Comments:**

- Juacita Jones, CMARC/CHARP Program Manager, shared information on the two programs and honored several employees because March is Social Worker Month. Ms. Jones presented certificates to the social workers and acknowledged the two office assistants.
- Pam Anderson asked Dr. Silver about having a Board of Health Training. We have several new Board members and she has not participated in a training since 2017. It is in our administrative code that we have trainings. Could we have a training scheduled for our Board? Dr. Weis commented the State does offer Board of Health Training. I believe it was virtual last year. I don’t know about the format this year, whether it will be virtual or in-person, and if it is virtual, whether it will be pre-taped or live. I will check in with the State about this.
- Dr. Silver stated that the New Board Member training was canceled last year due to COVID. For his training, he received a notebook binder with the material. This training binder is given to new Board members until the training is done by the State. Bonnie Crouse commented she had contacted the State the past two years about the training. They stated due to COVID, it could possibly be a training that the Health Director or a

Board member would present the training. Dr. Weis stated she will look into it and let the Board know.

- **Old Business:** None

- **New Business:** Action Items:

- Approval of Proposed Environmental Health Fee Increases: Kevin Whitley:

Mr. Whitley shared information with the Board on the Environmental Health Fee Increases. These fees have not increased since 2014. The reason why we are asking for these fee increases is to help cover Environmental Health staff salary costs, vehicle maintenance, fuel cost, etc.

Mr. Whitley discussed the fees to be increased. These fees include the following:

- ✓ Improvements Permit
- ✓ Well Permit
- ✓ New Fee, Pool Revisit Fee

Mr. Craig Honeycutt asked Mr. Whitley if he has asked for another Environmental Health Specialist. Mr. Whitley replied yes.

Mr. Daughtery stated he has asked Mr. Whitley for an addition of the Pumping Stations charge for \$50.00. This is an additional trip for the Environmental Health Specialists to make. Mr. Whitley stated he would include that fee in the fee increases with an itemized report to Dr. Weis to forward to the Board.

Mr. Whitley commented they are not at 100% for restaurant inspections. I have had a Food & Lodging Environmental Health Specialist leave recently and other staff have not been able to fully cover these duties on top of their own duties.

Mr. Gibson made a motion to approve the Environmental Health Fee Increases as presented to the Board. Dr. Lies seconded the motion. The motion passed unanimously.

- Approval of Animal Bite Immunization Fund Policy:

There were not any changes to this policy. Mr. Gibson made a motion to approve the Animal Bite Immunization Fund Policy & Procedure as presented to the Board. Mr. Daughtery seconded the motion. The motion passed unanimously.

- **Board Member Comments:**

- ✓ Mr. Gibson congratulated Dr. Weis and the Health Department staff for the Spirit of NC Award. This award from the United Way of NC is special because it is a "civic award" – it was given by our peers for our work in the community. It is really the first civic award the Health Department has ever received. Working with United Way of Wayne has been an exceptionally rewarding experience. They are great community partners. Dr. Weis shared additional information with the Board on the award.
- ✓ Mr. Daughtery stated he wanted to make sure that Dr. Weis and the staff were aware that the Commissioners are putting together a Student Summer Work Program. What we want to do with this is piggyback what the City of Goldsboro had at one time.

We are asking departments within the County of Wayne, that might be able to use these students over a six-week period, acclimating them to what is going on in our departments so as they get through school. They will look at possibly coming to work here at the Health Department or other County departments after the graduate. If you are not aware, please reach out to our HR Department, Ginger Moore.

Dr. Weis stated East Carolina has both an undergraduate and graduate program in public health. We are fortunate to get many of those students applying for positions, especially in Health Promotion and Education. When you get a public health in academia, most of what you learn is health promotion and education. You do not learn areas like clinical nursing, billing, environmental health, and social work. These areas of expertise require a license or certification that you typically cannot get in public health school. Having an internship exposes them to these other disciplines, although they will likely have to go back to school or to a vocational environment to obtain the licensure or credentials in these areas. It is a heavy lift for us to take on interns because we have to make sure they have a good learning experience. They come in with a very limited set of skills. On the one hand, we teach them what the Health Department really does, and on the other hand we have to make sure we have the internal resources to mentor them well so their experience is a good experience. We host interns all the time in Health Promotion and Education.

Mr. Daugherty commented he thought we were setting aside five of the positions for 18 year olds and above. They would be college students that could come and acclimate themselves to a six-week period to learn what is going on in different County departments.

Dr. Silver stated he could not have anyone in his building under the age of 18 as a volunteer due to being a hazardous working environment. In a medical field, I would think it would be the same.

Dr. Weis commented we have also have an ECU contract to host nursing interns. We get quite a few of those interns throughout the year. Mr. Honeycutt stated hopefully with the younger ones, it would be more an administrative side and not working with the nurses. Dr. Weis stated that all interns are trained in HIPAA policy, but we do need to explore how to handle interns who are minors.

Mr. Daughtery stated that a lot of kids really do not recognize there are many opportunities available working within County government. We are having difficulties attracting employees. We are going to have to look at our employee retention and recruitment a little differently.

- ✓ Dr. Silver commented we are still looking for an Optometrist for the Board of Health. I have contacted an Optometrist who stated they are unable to do this. If anyone knows of any Optometrist, we do need to get this position filled. Ms. Crouse stated Joel Gillie is posting this position on the County's website as well as on Facebook. We are still promoting the vacancy; however, we are not receiving any applications.

Dr. Lies asked if it has to be an Optometrist position. Dr. Weis stated the way the Board membership is set up is that it is a State regulation to have representation from the disciplines. Dr. Lies stated Waynesboro Ophthalmology has two PAs that do what an Optometrist does. Dr. Lies asked if they would be eligible to serve on the Board. Dr. Pilkington stated she knows of a PA, Allison Radford, as well that she could reach out too. Dr. Weis commented she would find out if PAs would be eligible to serve as an Optometrist and let the Board know.

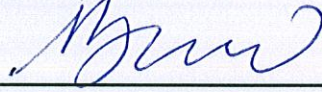
- **Adjournment**

Dr. Silver made a motion to adjourn the meeting. The meeting was adjourned at 12:58 PM.

- **Next Meeting Date**

April 13, 2022, 12:15PM, Wayne County Health Department, 3rd Floor Conference Room, 301 N. Herman St., Goldsboro, NC 27530.

Respectfully Submitted:



Signature

Secretary To Board

4/13/22

Date