



HOKE COUNTY Department of Public Health

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Health Director

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Hoke County Board of Health Minutes

Regular Meeting Special Meeting
February 14, 2022, at 6:30 PM
Conference Room

I. Call to Order

The meeting convened at 6:30 PM with Mr. James Davis, Vice Chair, presiding, and Helene Edwards, Secretary. Invocation given by Mr. Davis.

Members Present	Commissioner Lonnie Baldwin; James Davis, Vice Chair; Florine Fleming; Kathryn Hostetter; Leah Leach; Gail Lowery; Ellen McNeill; Chris Pusey; Dr. Mark Thompson, DDS; and Robert Wright
Members Absent	Dr. Susan Hendrix, OD, Chair
Staff Members & Guest Present	Tony Locklear, Tomi Meachum, and Jenny McDuffie
Public Attendance	None

Quorum: Yes

II. Board of Health Orientation

Mr. Jerry Parks

- The Board of Health orientation and annual training was provided by Mr. Jerry Parks, retired health director from the Albemarle District Health Departments.
- The training was entitled *"The Role and Responsibilities of North Carolina Local Public Health Governing Boards"* and focused on the following objectives:
 - ❖ Identify the role a board of health plays in carrying out public health core functions and essential services.
 - ❖ Discuss the legal responsibilities and authorities of local public health in North Carolina.
 - ❖ Describe public health governing structures in North Carolina.
 - ❖ Describe the guidelines and expectations for being an effective board member.
- Mr. Parks provided an interactive presentation to explain the public health milestones and current challenges; the public health functions and essential services; legal responsibilities and authority; local governance boards; board members' work; and effective governance.

III. Approval of Meeting Agenda

Motion made by Mr. Robert Wright and seconded by Mr. Chris Pusey to approve the **February 14, 2022**, Board of Health meeting agenda. **Motion carried unanimously.**

IV. Approval of Minutes

Motion made by Mr. Wright and seconded by Ms. Ellen McNeill to approve the minutes from the **January 10, 2022**, regular Board of Health meeting with the addition of the board members who participated via Zoom. **Motion carried unanimously.**

V. Public Comments

- None

VI. Old Business

Board of County Commissioner Meetings

Helene Edwards, Health Director

BOCC Meeting on 2-7-2022

The Hoke County Commissioners approved the recommendation from the Board of Health to increase the contractual rate for Ms. Cynthia Morton from to \$35.00 per hour to \$40.00 per hour for her public health expertise.

New Business

Nutrition Plus Contract

Tomi Meachum, Nutrition Director

- The Hoke County WIC Program has a vacant Nutritionist I position since July 2021.
- To increase WIC services in Hoke County, the Hoke County WIC Program would like to contract with Nutrition Plus, Inc. to provide the professional nutritional services for up to 40 hours per week during a 15-week period starting February 16, 2022, at \$50.00 per hour.
- The cost to the Hoke County WIC program will not exceed \$30,000.00 and the contractual agreement will be exclusively funded by the State.

Motion made by Ms. Florine Fleming and seconded by Dr. Mark Thompson to approve the Hoke County WIC Program 15-week contractual agreement with Nutrition Plus Inc. not to exceed \$30,000.00. **Motion carried unanimously.**

Leave Time-off Request for Education

Tony Locklear, QA Coordinator

- Mr. Tony Locklear is pursuing a doctoral degree in Community Health Education at the University of North Carolina at Greensboro and has requested personal leave time for Thursdays throughout the Spring 2022 semester.

Motion made by Mr. Wright and seconded by Ms. Kathryn Hostetter to approve Mr. Locklear's personal leave request for educational instruction on Thursdays during the Spring 2022 semester as supported by the health director. **Motion carried unanimously.**

FY 2022 HCHD Fee and Eligibility Policy

Jenny McDuffie, Asst. Health Director

- In November 2021, the Division of Public Health made some revisions to the Title X Program administered by local health departments.
- As of February 2022, the Hoke County Health Department will no longer charge 100% for people who do not bring income to the eligibility screening. Charges will have to be determined after patient discloses income.

Motion made by Mr. Pusey and seconded by Ms. Leah Leach to approve the FY 2022 Hoke County Health Department Fee and Eligibility Policy. **Motion carried unanimously.**

Clinical Update: Nursing Report

Helene Edwards, Health Director

- Ms. Dorsey submitted the following report:

COVID Vaccinations

- January Vaccination Report: 902 COVID-19 vaccines administered.
- Pediatric vaccines were offered at the elementary and middle schools starting in January 2022. The Hoke County Health Department administered 176 COVID-19 vaccines.
- N-95 masks and vaccinations were provided at the Hoke County Detention Center.
- The Hoke County Health Department nurses provide COVID-19 vaccines to homebound clients.
- COVID-19 outbreaks at long-term care facilities: one outbreak at Autumn Care

Positions filled

- Immunization Nurse- Ms. Shana Bullard, RN started on February 7, 2022.

Positions that need to be filled

- Nursing Director
- Contract Interpreter

January Clinic Report

- Appointment Scheduled- 904
- Appointments Rescheduled- 64
- No Shows- 185
- Cancelled- 52
- Kept-535
- TB Cases-one active direct observation therapy. One latent TB case
- Ultrasounds-21 scheduled

Financial Management Update

Jenny McDuffie, Asst. Health Director

The following table summarizes the finances for December 2021:

	December 2021
Revenues	\$231,504.52
Expenditures	\$287,163.81
State Funds Used	
State Funds Used	\$108,917.60
Local Appropriations	\$32,368.76
Medicaid	\$96,250.70
Fees	\$49,626.75
Total (<i>Expenditures</i>)	\$287,163.81

Health Director's Update

Helene Edwards, Health Director

- Mr. Lynwood Fleming has been appointed to represent Hoke County on the North Carolina Citizens for Public Health.
- Mr. Davis is the co-chair of the North Carolina Citizens for Public Health membership committee.
- The Hoke County Board of Education will assess COVID-19 mask requirements for schools on February 21, 2022.

VII. Closed Session

None

VIII. Other Business

None

IX. Next Meeting Date

Next regular meeting will be Monday, March 14, 2022, at 6:30 PM.

X. Adjournment

- ❖ The meeting ended at 8:05 PM.
Motion made by Mr. Pusey and seconded by Ms. McNeill to adjourn the Board of Health meeting. **Motion carried unanimously.**

Respectfully submitted by:



Helene Edwards
Board of Health Secretary

3-14-2022
Approval Date