

The Warren County Health Department

Board of Health

September 19, 2023

The Warren County Board of Health held its meeting on Tuesday, September 19, 2023, at the Warren County Health Department.

Members present: Dr. Elton Brown (Chairman), Ms. Cheryl Coffman, Mr. Michael Kilian, Dr. Christian O'Malley and Mrs. Kaye Hall

Others present: Dr. Margaret Brake, Andrea Goode and Catherine Mendez.

The Board Chair requested roll call for members that were on conference call. Conference call attendees were Mrs. Candice White and Commissioner Baker.

The meeting was called to order by Chairman Dr. Elton Brown and a moment of silence was observed.

Ms. Cheryl Coffman moved to waive the Conflict-Of- Interest Statement and seconded by Dr. O'Malley. There being no further discussion the motion unanimously passed.

There was no public comment.

The September 2023 minutes were reviewed. Ms. Coffman moved to accept the minutes as read and seconded by Mr. Kilian. There being no further discussion the motion unanimously passed.

Dr. Brake presented the Master Revenue report for approval. This is a summary of revenues. The fiscal year just started in July thus we do not have much revenue. In July, we did not collect any revenue from the HRSA Grant (which focuses on opioid prevention with Nash UNC Health) and Home Health fees. Ms. Coffman moved to accept the Finance Report and seconded by Dr. O'Malley. There being no further discussion the motion unanimously passed.

Dr. Brake presented the Funding Authorization Summary for review and approval. These are all of the Health Department Agreement Addendums (AA) from the State of North Carolina – DHHS, Division of Public. Each AA is shown with the amount awarded for each program. Dr. O'Malley moved to accept the Funding Authorization Summary and seconded by Commissioner Baker. There being no further discussion the motion passed unanimously.

Dr. Brake presented the Bad Debt Write Off for Home Health in the amount of \$151,465.96 for the period of May 2020-June 2022. Dr. Brown asked if the amount was normal and why was the reporting for a 2-year time frame. Dr. Brake stated we were still trying to bill for the services. Commissioner Baker moved to accept the Bad Debt Write Off for \$151,465.96 and seconded by Ms. Coffman. There being no further discussion the motion passed unanimously.

Catherine Mendez, Environmental Health Supervisor gave a report of updates from her unit.

Environmental Health Updates

-We are currently a team of 5. All females! Essentially an all-new team and the largest team since I've been here. Jalishia Boyd-office assistant (1yr); Ariel Holtzmann-EHS Intern (almost 1 year) onsite; Julie Fisher- EHS Intern (since February); Haley Paynter-EHS Intern (2 years) food and wells; myself-Supervisor (almost 10 years)

-Successes over the past couple of years:

- Around 2021, we implemented the CDP program and begin using tablets for all inspections other than onsite. This allows us to complete our inspections electronically rather than having to handwrite the inspections.
- In the beginning of 2022, we implemented the OpenGov program for application submittal, mainly for onsite but it is set up for wells, food establishment/mobile unit, etc. applications as well. This program is shared with the Planning/Zoning/Code Enforcement offices. Other entities can join but haven't yet. The main reason for needing this program is during COVID our applications increased and we were handling everything through email. Things were getting lost and it was difficult to tract and keep up with applications coming in. Though it is not perfect (nothing is) it has helped tremendously. It is easy to use, easy to track, etc.
- We are fully staffed!!!
- Working with senior management (Dr. Brake, Mr. Jones, County Commissioners)

-Challenges over the past couple of years:

- COVID!!!!!! During COVID pandemic, the housing industry exploded. Our applications increased significantly. We were handling all this over email.
- Employees leaving/turnover/staffing
- Training employees. It takes a good year before a new, untrained, employee can do work independently. Therefore, while we may have the bodies (staff) they cannot work on their own.
- We have had to contract out for food and lodging inspections, child care, and onsite. Grateful we have that option available.

-Looking forward:

- Awesome new staff!
- Trainings are going well and everyone is working hard on authorizations. Ariel now covers onsite and about to go through food training; Haley covers food and lodging inspections and wells; Julie and Haley are working on lead authorization; Julie is working on several authorizations.
- Still working close with senior management. Grateful for their support.
- Once everyone gets trained and settled in their programs, I would like for us to do more community events or trainings with partners.

Dr. Brake reminded Board of Health members to complete the required yearly training. The training this year is Healthy NC 2030. Please complete by the November board meeting.

Health Director's Report

09/19/23

Staff Updates

Currently recruiting for vacant nursing positions in clinic and home health; Program Assistant IV/Wellness Coordinator in Health Education was hired on 9/18/23. Interviewed and in the hiring process for Accounting Clerk IV (billing) in Home Health and the General Utility Worker.

Program Updates

Health Department partnered with Eastpointe LME/MCO, Warren County Emergency Management and Holt Assessment Services to conduct activities for National Overdose Awareness Day on August 31st. Several county departments participated in the event by wearing purple and posting on their social media (#EndOverdose) as well as by placing an empty chair in their lobbies to honor those lives lost to overdose deaths.

In addition to raising awareness regarding overdoses, a community event will be held on Thursday, September 21, 2023 from 2pm-6pm at the Warren County Recreation Complex in honor of National Recovery and Suicide Prevention Awareness month. Vendors, food trucks, and various speakers will be on hand to share information about resources available and to celebrate those that are in recovery from substance use disorder.

As part of our RCORP (Opioid) Grant with Nash UNC Health, five of our staff are participating in an SBIRT training – Screening, Brief Intervention, and Referral to Treatment on September 19-20, 2023 in Rocky Mount, NC. SBIRT is an evidence-based practice used to identify, reduce, and prevent problematic alcohol and illicit drug use, abuse, and dependence.

Health Director and six staff will be attending the NC Public Health Association Fall Educational Conference on September 27-29, 2023 in Concord, NC. This year's theme is Remodeling Public Health: Tearing Down Stigma and Building Resilience for a Healthy NC. Dr. Brake will be presenting as part of a panel in a session entitled "Management Support, Management Team, and Leadership Team Working together to Build a Strong Workforce." Several staff will also attend a preconference workshop on gun violence prevention.

Lastly, the health department continues to support planning meetings with our County Manager and partners to identify strategies that can be implemented in the county using Opioid Settlement Funds.

The next meeting will be November 21, 2023 @ 6:00pm and the meeting adjourned.



Dr. Elton Brown, Board Chair



Dr. Margaret Brake, Secretary