

**CATAWBA COUNTY BOARD OF HEALTH
AGENDA**

Monday, June 5, 2017; 7:00pm
Catawba County Public Health Boardroom
3070 11th Av Dr SE, Hickory, NC 28602

A. Call to Order	Dr. David Hamilton, Vice - Chair
B. Approval of Agenda	Dr. David Hamilton, Vice - Chair
C. Approval of May 1, 2017, Minutes	Dr. David Hamilton, Vice - Chair
D. Public Comments	Dr. David Hamilton, Vice - Chair
E. Commissioner's Comments	Mr. Dan Hunsucker, County Commissioner
F. New Employees	Ms. Marilyn Klinger, Administrative Assistant
G. Approval for FY17/18 Meeting Dates	Dr. David Hamilton, Vice - Chair
H. Registered Environmental Health Specialists Week*	Dr. David Hamilton, Vice - Chair
I. Women, Infants, & Children (WIC) Update	Ms. Julie Byrd, WIC Manager
J. Vital Records Presentation	Ms. Leslie Campbell, Vital Records Deputy Registrar
K. Health Director's Report	Mr. Doug Urland, Health Director
L. Recognition of Ms. Brenda Watson	Dr. David Hamilton, Vice - Chair
M. Other Business	Dr. David Hamilton, Vice - Chair
N. Adjourn	Dr. David Hamilton, Vice - Chair

Monday, August 7, 2017 - 7:00 pm
Catawba County Public Health
3070 11th Av Dr SE
Hickory, NC 28602

Informational Items:

Dental Program Infographic
May Flu Infographic
May Environmental Health Infographic
May PH Monthly Update (by email)

*Denotes Action Item

Persons with disabilities: In accordance with the Federal Americans with Disabilities Act (ADA), individuals needing assistance should contact the Administrative Assistant at 695-5826 within a reasonable time before the meeting. Hearing impaired individuals should also contact the Administrative Assistant at 695-5826 to use NC Relay Services. Access to the building for individuals with disabilities is available. Participation in public meetings is without regard to race, color, national origin, religion, sex, age, or disability.

**Catawba County Board of Health
Minutes
June 5, 2017**

The Catawba County Board of Health met on Monday, June 5, 2017. The regular meeting of the Board of Health convened at 7:00 pm at Catawba County Public Health, 3070 11th Avenue Drive SE, Hickory, NC 28602, in the Boardroom.

Members present: Dr. David C. Hamilton, Jr, Vice-Chair
Mr. Dan Hunsucker, County Commissioner
Dr. Dana H. Greene
Dr. Matthew Davis
Ms. Gloria Costin
Mr. William Pitts
Ms. Brenda Watson
Dr. Sharon Monday
Mr. Brian Potocki

Members Absent: Mr. John Dollar, Chair
Dr. David L. Harvey

Staff present: Mr. Doug Urland, Health Director
Ms. Jennifer McCracken, Assistant Health Director
Ms. Megen McBride, Environmental Health Supervisor
Ms. Sindie Sigmon, Business Manager
Ms. Chantae Lail, Lab Manager
Ms. Jennifer Lindsay, School Health Nursing Supervisor
Ms. Lia Clinton, Chief PH Strategist
Mr. Zack King, Community Health Analyst
Ms. Marilyn B. Klinger, Administrative Assistant II

CALL TO ORDER

Dr. David C. Hamilton, Jr, Vice-Chair, called the meeting of the Catawba County Public Health Board to order at 7:00 pm. Dr. Hamilton welcomed Board members, Public Health managers, and Public Health staff.

APPROVAL OF THE AGENDA

Dr. Hamilton stated that Board members had received tonight's agenda in their Board packets and asked if there were any changes. No changes were noted. Ms. Brenda Watson made a motion to accept the agenda and Dr. Sharon Monday seconded the motion. The motion passed unanimously.

APPROVAL OF MINUTES

The minutes for May 1, 2017, were included in the Board packet that the Board members received via email. Dr. Hamilton asked if there were any corrections. There being no corrections, Mr. William Pitts made a motion to accept the minutes as presented and Dr. Sharon Monday seconded the motion. The May 1, 2017 minutes were approved unanimously.

PUBLIC COMMENTS

Dr. Hamilton asked if anyone presented to speak before the Board. Ms. Marilyn Klinger, Administrative Assistant II, stated that no one had presented to speak.

COUNTY COMMISSIONER'S COMMENTS

Mr. Dan Hunsucker, County Commissioner, stated that the Board of Commissioners (BOC) recognized another retiring deputy this morning. As with Public Health, there have been numerous retirements in recent months. The BOC approved the Catawba County budget for FY17/18 at \$259,225,614. That is a 1.9 percent increase over last year, yet holds the same tax rate. Commissioner Hunsucker noted that there have been ten projects this fiscal year that provided 721 new jobs for Catawba County. The companies involved in those projects include selling the spec building in Claremont, Peoples Bank, Corning, Prismium, GKN, Apple, Corning Optical, Sutter Street William Sonoma, and Room & Board. Catawba County continues to aggressively seek businesses/employers to base themselves in our community.

NEW EMPLOYEE

Ms. Marilyn Klinger stated three new employees were present to be introduced to the Board. The new employees are:

Heather Stamey joined Catawba County Public Health as a School Nurse on May 22nd. She comes to Public Health from Unifour Pediatrics where she worked as a clinical staff nurse for the past five years. Ms. Stamey is a 2012 graduate of Catawba Valley Community College and earned a Bachelor of Science Degree in Nursing from Gardner Webb University in 2013. In her role as a School Health Nurse, Ms. Stamey is currently assigned to Viewmont and Oakwood Elementary Schools.

Donna Smith is serving as the new Administrative Assistant in Environmental Health. Ms. Smith transferred to Public Health from the Catawba County Tax Office where she served as a Tax Collector Clerk II for the past five years. Ms. Smith will serve as the initial point of contact for citizens and contractors for all issues related to Environmental Health including applications, complaint investigations, and permitting within the Onsite Water Protection and Food Lodging and Institution divisions.

Ashley Rink is the new Community Health Coordinator that works with the Duke Endowment grant activities. She has a Bachelors in Community Health and Master of Public Health from Lenoir-Rhyne University. Ms. Rink has previously worked for the Burke County Health Department and Catawba County Social Services.

Dr. Hamilton welcomed the new employees to the Public Health family and wished them well.

APPROVAL OF FY17/18 MEETING DATES

A slate of dates for the fiscal year 2017/2018 was presented as meeting dates for the Board. There will be no July 2017 meeting and the September 2017 and January 2018 meetings will be changed from the usual first Monday based on how the Labor Day and New Year's Day calendar falls. The proposed dates are: no July 2017 meeting; August 7, 2017; September 5, 2017 (Tuesday after Labor Day); October 2, 2017; November 6, 2017; December 4, 2017; January 8, 2017 (second Monday); February 5, 2018; March 5, 2018; April 2, 2018; May 7, 2018; and June 4, 2018 with all meetings to begin at 7:00pm in the Public Health Boardroom. Mr. Pitts made a motion to set these dates for FY17/18, Ms. Gloria Costin seconded the motion, and the Board unanimously voted approval.

REGISTERED ENVIRONMENTAL HEALTH SPECIALISTS' WEEK

Health Director Doug Urland announced that North Carolina Governor Roy Cooper had proclaimed April 22 – 28, 2017, as Registered Environmental Health Specialists Week. This is the first such recognition for Environmental Health staff and Director Urland read the proclamation. Acknowledging the contribution to our County and community by these employees, Dr. Hamilton asked for a motion to accept Governor Cooper's proclamation. Ms. Watson so moved, Mr. Pitts seconded the motion, and the Board unanimously approved and accepted the State proclamation.



State of North Carolina

ROY COOPER

GOVERNOR

REGISTERED ENVIRONMENTAL HEALTH SPECIALISTS WEEK

2017

BY THE GOVERNOR OF THE STATE OF NORTH CAROLINA

A PROCLAMATION

WHEREAS, Registered Environmental Health Specialists in North Carolina contribute immeasurably to the public's health and safety and to improving quality of life in our communities; and

WHEREAS, Registered Environmental Health Specialists conduct important work in programs focusing on food safety, facility sanitation, wastewater disposal, safe drinking water, lead poisoning prevention, infectious agents, and emergency preparedness and response; and

WHEREAS, Public Health Departments are holding events in observance of Registered Environmental Health Specialist Week;

NOW, THEREFORE, I, ROY COOPER, Governor of the State of North Carolina, do hereby proclaim April 22 – 28, 2017, as "REGISTERED ENVIRONMENTAL HEALTH SPECIALISTS WEEK" in North Carolina, and commend its observance to all citizens.



A handwritten signature of Roy Cooper in black ink.

Roy Cooper
Governor

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the Great Seal of the State of North Carolina at the Capitol in Raleigh this twenty-seventh day of April in the year of our Lord two thousand and seventeen and of the Independence of the United States of America the two hundred and forty-first.

WOMEN, INFANTS, & CHILDREN (WIC) UPDATE

Julie Byrd, WIC Director, provided an update to the Board with regard to WIC program at Public Health. Stating that the WIC caseload is determined by the State based on past performance, Ms. Byrd noted that the caseload for Catawba County as well as North Carolina and across the nation has been on a slow decline. At a high in FY14/15 of 4,222, the caseload for Catawba County WIC has recently been lowered to approximately 3,800 for FY17/18. Reasons for the nationwide decline include birthrates, Supplemental Nutrition Assistance Program (SNAP) benefits being easier to obtain and having great

variety, WIC requiring more steps to determine eligibility, food restrictions, and fear in the Hispanic community.

WIC's Community Outreach Specialist Tracey Paul has implemented efforts to increase participation through outreach to community groups including Head Start families and Hispanic families as well as collaboration and referrals with other programs at Social Services and Public Health (CC4C and OBCM). There is a USDA/WIC project underway to increase participation by researching why participation has decreased, especially for children over age one, and why vouchers are not being redeemed. Ms. Byrd noted that all North Carolina WIC programs will transition over to electronic benefits transfer (EBT) cards with the Catawba County WIC program effective April 2018.

Ms. Byrd closed her presentation by noting the fifth season has just started for the Public Health Farmers' Market, held Thursdays 10am – 1pm, in the front parking lot. With six to eight farmers each week; food taste testing through the Cooperative Extension Program; tours for daycares, school groups, and senior citizens; acceptance of WIC vouchers, EBT cards, and personal debit cards; and extensive staff participation, the 2017 season is off to a great start with 280 attendees on opening day.

VITAL RECORDS UPDATE

Ms. Leslie Campbell, Deputy Registrar, presented information to update the Board and staff on the Vital Records area of Public Health. The primary functions of Vital Records are to process birth certificates, death certificates, home birth certificates, affidavits of parentage, fetal death registrations, and permits for burial (dis-internment and re-internment). While birth certificates went electronic in 2010, death certificates are still a paper process. Ms. Campbell proofs all incoming documents before processing, makes appointments for affidavits, and verifies home births. She works with local hospitals and funeral homes to ensure accurate information and follows the State statutes in preparing and processing documents. She works closely with the North Carolina Registrar as well as the local Register of Deeds office in assisting local citizens with required documents.

HEALTH DIRECTOR'S REPORT

Director Urland added to Ms. Campbell's presentation by stating that Vital Records services must be provided by Public Health and cannot be contracted out. Quarterly reports document the work completed and, while the Vital Records work at Public Health is a regulated and can be complicated, our staff and processes are strong and efficient.

Commissioner Hunsucker mentioned the FY17/18 budget approval and Director Urland noted that we are waiting on the State budget to be approved. There are some legislative updates in the Public Health monthly newsletter. Director Urland and County Attorney Debra Bechtel will attend the State Legal Conference later this week in Chapel Hill. Ms. Bechtel will present a legal update to this Board at the September meeting.

An email went out late today and a copy is at each seat to update everyone on public swimming pool inspections. Due to recent stories about issues in other counties, Environmental Health Supervisor Scott Carpenter provided background information on the County's inspection process to further what he provided at the May 2017 Board meeting. The primary point being that Catawba County requires an inspection of each pool before operators/owners can be permitted and open the pool.

Lastly, Director Urland noted the monthly updates included in the Board packet emails. The flu, dental, and Environmental Health updates as well as the Public Health Monthly newsletter keep the Board, managers, and staff involved in all aspects of Public Health programs on a regular basis. Please share any items that might be included and provide feedback on what you are seeing and reading.

RECOGNITION OF MS. BRENDA WATSON

Dr. Hamilton asked Ms. Brenda Watson to step forward in recognition of her service to the Catawba County Board of Health. Director Urland noted that Ms. Watson came to work at Public Health in 1965 and served in various nursing roles until her retirement in 2000. She twice served as interim Health Director. Ms. Watson continued to work part time at Public Health as needed and then joined the Board of Health in 2008, serving three full three-year terms. She was Vice-Chair for a year and then Chair for two years. Director Urland thanked her for her years of service to Public Health as a nurse and a member of this Board, reading from her certificate of appreciation:

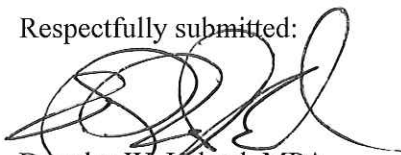


Ms. Watson was presented with a piece of Catawba County pottery with the County seal in appreciation for her dedication to Public Health and her community. Ms. Watson thanked everyone and stated she had enjoyed her work and the Public Health staff and Board members she had worked beside for nearly 50 years.

OTHER BUSINESS AND ADJOURNMENT

With a reminder that there would not be a meeting in July, Dr. Hamilton asked for a motion to adjourn. Commissioner Hunsucker so moved, Ms. Watson seconded the motion, and Dr. Hamilton adjourned the meeting at 7:50 pm.

Respectfully submitted:


Douglas W. Urland, MPA
Health Director

DWU: mbk