A regular meeting of the Person County Board of Health was held in the Classroom in the Person County Health Department. The following members constituting a quorum were present: Steven Bailey, Dr. Jeffrey Noblett, Jack Hester, Dr. Kimberly Yarborough, Patsy Clayton, Dr. Claudia Berryhill, Dr. Ben Tillett, Dr. Stephen Saunders and Dr. Christopher Atkins. Board members Tracey Kendrick and Ted Michie were absent. Also present were Pam Cook, Administrative Assistant and Janet Clayton, Health Director.

A. Call to Order
   Steven Bailey, Chairman of the Board of Health called the meeting to order at 7:00 p.m.

B. Public Comment Period
   No members of the public were present.

C. Consent Agenda
   There was a correction noted to the minutes. The financial report was removed for discussion. A motion to approve the correction to the minutes, and the consent agenda as amended was made by Jack Hester, seconded by Dr. Ben Tillett, and the motion carried unanimously.

Financial Report
   Janet reviewed the new budget format report. She noted that Dawn is using QuickBooks instead of Lotus Approach, as well as Munis. QuickBooks provides more detail reporting with the ability to provide special notes for highlighted items. A motion to approve the report was made by Dr. Jeffrey Noblett, seconded by Jack Hester, and the motion carried unanimously.

D. General Communicable Disease Update
   Janet distributed and reviewed the TATP STD Reported Case Counts for the period from 01/01/2017 – 08-31-2017. She noted there were 147 Chlamydia cases and 37 Gonorrhea cases. This report indicates that we are stable with Chlamydia cases, with a decrease in Gonorrhea cases. Dr. Yarborough questioned Herpes cases, and why it was not on the report. Janet will follow-up on this and provide an update at the next meeting.

E. Budget Amendment: Diabetes Prevention Grant - $17,873
   Janet stated that the Diabetes Prevention Grant is a regional grant for establishing an evidenced-based diabetes prevention program targeting minority populations within the nine (9) county region. She noted that Alamance County is the fiscal agent for the grant. A motion to approved the budget amendment was made by Dr. Kimberly Yarborough, seconded by Dr. Ben Tillett, and the motion carried.
F. Staff Liaison Updates

- **Environmental Health**
  - Henri helps manage the efficient delivery of services and is often the only EH face the public knows.
  - New site evaluations are usually completed within 3 weeks.
  - Justin just completed 13 years with Environmental Health in September and is doing a fine job providing EH services in the busy southern part of the county (Falls Lake Watershed).
  - Bonnie has had a very busy few months. In addition to conducting inspections, she represented EH at National Night Out, coordinated and inspected food vendors at Personality, attended a shelter training, and assisted the Cooperative Extension Service with Safe Plate training.
  - Adam has conducted several lead investigations with State staff, including verifying that the lead hazard at a rental property was properly mitigated. With the recent lowering of blood lead action levels, we expect the number of lead investigations to increase. Adam is currently working with a consulting firm to develop a wastewater system option for a proposed business.
  - In August, Kelly assisted with a Disaster Exercise at the UNC School of Public Health.
  - We have 3 pending cases in District Court related to failing wastewater systems. Court is always the last resort when trying to resolve public health concerns related to failing septic systems.

- **Personal Health**
  - Regular dedicated time for training and policy review for clinical services. (Third Monday and Fridays in October TBD)
  - Audits from infection control, practice management, and WHB with corrective action plans being developed
  - Readying for offsite flu clinics

- **Home Health & Hospice**
  - Home Health Value Based Payment system indicates percentage loss in reimbursement based on preliminary data submitted in pilot from previous year.
  - Outreach to the hospital has occurred and will continue to improve relationship and partnership.
  - Assessment of meeting frequency and dates.

G. Health Directors Report

- **Budget**
  - 2013 Medicaid Cost Settlement- As mentioned last month, the scrubbed data was submitted as directed. Thus far, we have received the 10% holdback of the 2013 Cost Settlement in the amount $21,375.
• **Various Updates**-
  
  - I attended the North Carolina Rural Health Leadership Alliance meeting on August 29\textsuperscript{th}. The topic of the day was “Defining the Contours of the North Carolina Safety Net”.
  - Michelle White and I participated in the County EOP training and roll out of the updated EOP on August 30\textsuperscript{th}.
  - The Region V health directors met via conference call on September 1\textsuperscript{st} for our regular meeting.
  - Employee Health Clinic- Started on September 6\textsuperscript{th}.
  - Healthy Personians co-sponsored the Good Morning Coffee Hour on September 13\textsuperscript{th} for the annual Substance Abuse Prevention Summit. LeighAnn Creson worked with the committee to coordinate the events of the day.
  - The DPH consultants involved with the Practice Management program shared with us the final report on September 19\textsuperscript{th}. There will be follow-up meetings and reassessments every few months.
  - Through a NACCHO MRC grant, Michelle White coordinated shelter training for the PCC nursing students on September 21\textsuperscript{st}, and on September 22\textsuperscript{nd}, the students, health department staff, and many community partners participated in a day long Mass Sheltering training at PCC. Speakers were Dr. Janice Springer and Wendy Pulley.
  - The Person County Animal Services Ordinance will be presented to the BOCC on October 2\textsuperscript{nd} with amendments to be in compliance with the NCGS which adopted the National Rabies Compendium effective October 1\textsuperscript{st}.
  - Flu shots are now being offered. Various flu shot clinics are being scheduled for October.

• **Personnel**-
  
  - The nurse practitioner has now declined the Physician Extender position.
  - Mikhayla Dunn joined our staff as a Health Educator I on September 15\textsuperscript{th}.

**H. Closed Session**

A motion to enter into closed session to discuss a personnel issue was made by Dr. Kimberly Yarborough, seconded by Jack Hester, and the motion carried.

A motion to return to open session was made by Dr. Ben Tillett, seconded by Dr. Chris Atkins, and the motion carried.

Dr. Jeffrey Noblett congratulated Dr. Claudia Berryhill for receiving the Order of the Long Leaf Pine Award.
I. Adjournment
Having no further business to discuss, a motion to adjourn was made by Dr. Stephen Saunders, seconded by Dr. Jeffrey Noblett and the motion carried unanimously.

Respectfully submitted,

Janet Clayton
Health Director/Secretary