

Iredell County Health Department Board of Health Minutes

Regular Meeting **Special Meeting**

November 2, 2017 - 7:00 p.m.
318 Turnersburg Hwy, Statesville, NC 28625

Members Present	Commissioner Thomas Bowles, Dr. Tim Burgiss, Dr. Heather Day, Dr. Tiffany Hubbs, Ben Loftis, Dr. Robert Monson, Candace Reeves, Jerry Turner, and Lisa Warren, RN
Members Absent	Sylvia Chapman, Lance Desmarais
Staff Members Present	Jane Hinson, Health Director; Bill Griffith, Director of Finance and Administration; Jessica Ridgway, Administrative Officer, Brady Freeman, Environmental Health Director; Susan Johnson, Director of Clinical Services; Norma Rife, Director of Public Health Development & Promotion; Wina Nevling, WIC Program Director; Renee Holland, Executive Assistant
Others Present	Susan Robertson, Assistant County Manager

I. Call to Order, Invocation, and Introductions

Dr. Robert Monson called the meeting to order at 7:00 PM.

Lisa Warren provided the invocation.

II. Public Comment

Dr. Robert Monson asked if there were any representatives in attendance for public comment. Seeing none present, it was noted there were no public comments.

III. Employee of the Month Recognition

Dr. Robert Monson announced the Employees of the Month for August and September:

- August 2017 (Ronnie Moore – Security Guard)
- September 2017 (Julia Sears – Processing Assistant; Dental Clinic)

Dr. Monson informed that Mr. Ronnie Moore was in attendance tonight and recognized him for his accomplishment of being selected as the August 2017 Employee of the Month. Dr. Monson also expressed appreciation to Mr. Moore for his dedication to serving the public and keeping the employees and clients of the Health Department safe. Jane Hinson, Health Director, added that Ronnie retired from the US Postal Service and works with us three days a week. She also noted that he has excellent communication skills and knows how to de-escalate volatile situations. Mr. Moore expressed his appreciation to the Board on being selected as the August 2017 Employee of the Month.

iv. **Board Education:**

Wina Nevling, Director of WIC Nutrition provided an educational presentation on the WIC Program. She explained that WIC is a Special Supplemental Nutrition Program for Women, Infants, and Children and is funded by the United States Department of Agriculture. She informed that the WIC Program is for children up to 5 years of age, infants, pregnant women, breastfeeding women who have had a baby in the last 12 months and non-breastfeeding women who have had a baby in the last 6 months. She also discussed eligibility requirements and highlighted some of the services that WIC provides, which include Nutrition Education, Breastfeeding Support, Healthy Foods, and Healthcare Referrals. She noted that the State supplies a limited number of Breastfeeding Pumps to distribute to those mothers who are breastfeeding. Wina also informed that numerous studies show that WIC is effective and helps reduce the number of premature births, low birth-weight babies, fetal and infant deaths as well as the incidence of low-iron anemia. She also noted that WIC helps increase access to prenatal care, women's consumption of key nutrients, immunization rates, diet quality improvement and access to regular health care as well. Wina highlighted benefits provided by WIC such as nutrition education, breastfeeding support, healthy foods and healthcare referrals. She then explained the process of eligibility requirements and noted some of the approved food items that are available to WIC clients which are listed on the Food Instrument Voucher. She informed that the approved infant formula is Similac. Next, she discussed the Cash Value Voucher emphasizing this voucher has a set dollar amount based on certain criteria of the recipient. She continued by stating this voucher could be used for the purchase of fresh or frozen fruits and vegetables but emphasized that the items must meet the guidelines of approval. Wina also informed that the State has initiated a Pilot Program to implement the roll-out of Electronic Benefits beginning November 1, 2017 – December 31, 2017. She stated that Iredell County is set to roll-out electronic benefits to WIC participants on April 22, 2018. She also shared that in 2016, the total amount of WIC Food Instruments and Cash Value Vouchers cashed in Iredell County was approximately \$2.6 million dollars. She then discussed other responsibilities of the WIC Program which include authorizing new WIC Vendors/Stores as well as assisting and monitoring all WIC Vendors/Stores throughout Iredell County. She also demonstrated a few of the Nutrition Education tools they provide to recipients to assist with promoting a healthy lifestyle and prevent obesity. (*Water Bottles for Women and Meal Portion Plates for Children*)

Wina asked if there were any questions related to the information presented regarding the WIC Nutrition Program.

Dr. Robert Monson asked what the total number of participants was for Iredell County. Wina responded there are approximately 3,500 individual participants on an annual basis. Dr. Monson then asked if more individuals would qualify for the WIC Program. Wina informed that certainly, she would estimate that more individuals could benefit from the program but noted that it has become more difficult to reach the targeted population with the recent electronic application process implementation at Department of Social Services. Wina did state that she and her staff are continually seeking outreach opportunities to promote the Program.

Commissioner Thomas Bowles questioned the cost of the breastfeeding machines. Wina informed that these machines retail on Amazon for approximately \$2,000. She noted that the State cost is \$1,000 but reminded that the State supplies a limited quantity to each County and there is no cost incurred by the County for these machines.

Commissioner Bowles questioned if an infant is allergic to Similac products, what type of replacement options are available for infant formula. Wina informed that in certain circumstances where a substitution of formula is needed due to a medical condition, the participant's Pediatrician may write a prescription for a medically approved infant formula product that is offered by the program.

V. Consent Agenda Items for Action (*Attachment 1 and Attachment 2*)

Dr. Robert Monson asked the board members if they had reviewed the consent agenda items for approval and asked if there were any questions or concerns with regards to the minutes from the August 10, 2017 Board of Health Meeting (noted as Attachment 1) or the addition of new codes and fees for Clinical Services (noted as Attachment 2).

Hearing no comments, Dr. Monson then asked for a motion to approve the consent agenda items.

A motion to approve the Consent Agenda items was made by Candace Reeves and seconded by Dr. Tiffany Hubbs.

Voting: Ayes- 9 ; Nays- 0.

VI. Items for Discussion and Action

a. Discussion of Repeal of Rabies Control Rule (*Attachment 3 – Jane Hinson*)

Jane reminded the Board that in November 2016 they approved the Rabies Control Rule which adopted the National Association of Public Health Veterinarians Compendium. She noted that the State of NC adopted the Compendium in legislation in July 2017 to be effective October 1, 2017. With this new law, it has been recommended by the State that the Board of Health repeal our rule since we now have a State Law that does the same thing. Jane informed that in order to do this, we have to follow certain processes with regards to Public Notice, as well as post an ad in the newspaper. The Board could vote on this issue at the next meeting. However, Jane informed that the Board could make a motion to proceed with placing a public notice in the paper to allow the public an opportunity to speak on this issue at our next Board of Health Meeting in December.

Commissioner Thomas Bowles questioned if the Board was in favor of making a motion to announce a Public Hearing related to the possible abolishment of the Rabies Control Rule at the next Board of Health Meeting. Jane stated the reason for abolishing the rule is that we now have a State Law therefore we do not need a local Board of Health rule.

There were no other questions related to the repeal of the Rabies Control Rule.

Dr. Monson asked for a motion to proceed with posting a Public Notice for discussion of abolishing the Rabies Control Rule at the next Board of Health Meeting scheduled on December 14, 2017.

A motion to post a Public Notice and discuss the issue of abolishing the Rabies Control Rule during the December 2017 BOH Meeting was made by Dr. Tim Burgiss and seconded by Dr. Tiffany Hubbs.

Voting: Ayes- 9 ; Nays- 0.

b. Request Approval for the Work Force Development Policy & Plans / Employee Engagement & Satisfaction Survey Results and Action Plan (*Attachment 4 –Norma Rife*)

Norma Rife presented the Work Force Development Policy & Plans along with the Employee Engagement Satisfaction Survey Results and Action Plans highlighting the following information which is required for Public Health Accreditation Standards. She stated that this Policy touches over ten (10) accreditation benchmark activities. She further stated that this is a workforce policy and plan that develops staff noting that it addresses training, continuing education as well as leadership development. She reported that Public Health is a dynamic field and the latest practices and new scientific information must be incorporated into the Health Department operations. She also emphasized that we want to assure that we have a competent workforce. She informed that the Workforce Development Policy promotes staff access to training and reflects the requirements per discipline and addresses trainings that are encouraged for certain leadership positions and disciplines. Norma then referred to page four (4) of the document noting that the chart outlines the Health

Department employee demographics and noted that we are closely aligned with the County race demographics. She noted on page 5 that 32% of the Health Department workforce is at or approaching retirement age. She also stated that enhancing skills and retaining all employees are important. The organization tries to take steps to preserve and enhance public health knowledge, skills and abilities to best plan and react to the needs of the community. She then referred to the chart on page five (5) highlighting that we have a total of 110 FTE's noting the breakdown of the different work disciplines. Norma briefly discussed the Health Department turnover trend emphasizing that it has reduced, referring to page seven (7) noting that we are down to 10% from 14.5% last fiscal year. She referred to page eight (8) for a breakdown of the actual turnover numbers related to 9 resignations, 1 retirement and 1 termination.

Next, Norma presented a PowerPoint and discussed the Employee Engagement & Satisfaction Survey Comparison for FY 14-15, FY 15-16 and FY 16-17. She highlighted some of the areas and referred to data and scores as color coded (page 9). She also informed that 100% team member participation is required and at the time of the survey, we had 96 team members with 100% response. She continued by stating that most employee satisfaction survey categories reflected significant improvement and favorable responses compared to 2016. She states these improvements range from an increase of 1% to 12% for survey categories. She then referred to the slide noting that everything highlighted in yellow reflects improvement from 2016 to 2017. She also referred to the color coded chart as follows: Green (90-100); Blue (80-89); Orange (70-79) and Red are scores below 69. She noted the increase in score from 76% to 93% in the category of team members taking on new tasks as well as the significant improvement of team members accepting change increasing from 66% in 2015 to 89% in 2017. She referred to the increase from 2016 to 2017 in the Safe Work Environment reminding Board members that in 2016 the survey was taken after the shooting incident in California which resulted in a lower score at that time. Norma reported that overall, the survey outcome resulted in improvements in most areas and highlighted that we are most proud of the increase in the overall sectional morale from 66% in 2015 to 78% in 2016 and at 83% in 2017 and improved morale within the last year from 61% in 2015 to 74% in 2016 to 80% in 2017. She stated that it is exciting to see this improvement and growth in the organization. Norma reminded of the purpose of why we are here and that is to work with the Public to serve them regardless of what division or program area you are in. She then discussed two areas of improvement that we need to work on as a result of the survey and noted those areas as follows: Communication Excellence and Customer Service Excellence. She informed that we do a really good job of valuing our customers but noted that we could always do better. She emphasized that the main goal and the purpose of why we are here is to provide excellent customer service to the citizens we serve. She then noted some of the accomplishments that the Leadership Team has worked on so far and will continue to work on in the future is the development of the Supervisor's Handbook as well as the HR Tool-kit. She also noted that we will continue to work on our action plans related to trust and communication related trainings as well. *(See attached copy of Slides)*

Jane Hinson commented that the Health Department has been doing 6-month mid-year evaluations for the past three years.

Norma then referred to the orientation process of onboarding new team members and emphasized that supervisors meet with those new hires at 30 days and 90 days to discuss how job is going and to engage in conversation to ensure employee is successful in their position.

Norma also mentioned that leadership reviews agency data and looks for opportunities for improvement. She informed of current and future improvement activities such as annual Leadership Team Strategic Planning, scheduled retreats based on training needs, Leadership Team of nineteen (19) completing a Book Study, Leadership LeaderCast Now Subscription, as well as the annual

Workforce Development Plan and the Satisfaction Survey and other continuous opportunities for team members to learn and connect.

Jane Hinson referred to the illustrations on the wall which were presented by a group of leaders during a recent Leadership Team Meeting focusing on their assigned chapters from the book study we are currently completing. She states they were quite innovative with their presentation and did an excellent job.

Lastly, Norma referred to the very comprehensive new team member orientation checklist. She emphasized that this document is very detailed but it ensures that every employee is given the opportunity receives the information needed to do their job successfully.

Norma asked if there were any questions or comments with regard to the Work Force Development Policy & Plans or the Employee Engagement Satisfaction Survey Results and Action Plans. Dr. Rob Monson commented this is remarkable data and expressed how incredible it has improved over the past two years.

Dr. Tim Burgiss also commented that these numbers are compelling and he recalls the turnover problems when he first came on board two years ago. Jane Hinson responded that she is very proud of the leadership team and gives them praise for their dedication and hard work in consistently implementing service excellence tools and processes that have impacted our increase in staff morale. Jane also noted that the Health Department has always completed internal exit interviews and review these to determine if there is anything we could do to improve the turnover rate.

Dr. Monson asked for a motion to approve the Work Force Development Policy & Plans/Employee Engagement Satisfaction Survey Results and Action Plans.

A motion to approve the Work Force Development Policy & Plans/Employee Engagement Satisfaction Survey Results and Action Plans was made by Ben Loftis and seconded by Lisa Warren.

Voting: Ayes- 9 ; Nays- 0.

c. **Discussion and Approval of BOH Training Policy & BOH Training Manual Update***(Attachment 5 – Norma Rife)*

Norma Rife presented the BOH Training Policy for approval as well as updated the Board on the requirements related to their training manual per the Accreditation Benchmark. She informed the BOH Hand Books are comprehensively updated every 12 months and announced that in moving forward, the Health Department would be implementing an electronic version of the BOH Training Manual. She also reminded the BOH Orientation and Training Policy includes on-going training activities to include BOH rule-making authorities and responsibilities. She then highlighted some of the required training materials, such as the authorities and responsibilities of the local Board of Health and noted that as new members are appointed, they each are provided with these training materials. She then demonstrated the new and enhanced online electronic Board of Health Manual (Handbook) reviewing some of the topic areas such as links to Roberts Rules and Public Health Statutes. She noted that the electronic files will be updated throughout the year but emphasized that we will comprehensively update and review this resource at least once a year. She also stated that certain areas are password protected and that information will be shared individually with the board members. *(See attached slides)*

Norma then asked if there were any questions regarding the BOH Training Policy or the implementation of the electronic version of the BOH Training Manual. There were no questions related to the BOH Training Policy or Electronic version of the BOH Training Manual.

Dr. Monson asked for a motion to approve the BOH Training Policy as well as move forward with implementing the electronic version of the BOH Training Manual to meet the accreditation guidelines and standards as noted by Mrs. Rife.

A motion to approve the BOH Training Policy and implementation of the electronic version of the BOH Training Manual was made by Dr. Tiffany Hubbs and seconded by Candace Reeves.

Voting: Ayes- 9 ; Nays- 0.

d. Request Approval of Budget Calendar (FY 2018-19) (Attachment 6 – Bill Griffith)

Bill Griffith presented the proposed Budget Calendar for FY 2018-19 for approval from the Board noting that a revised handout (dated 10/5/17) was distributed to each Board member prior to the start of the meeting tonight. He emphasized the revisions to this document as noted in red ink. He also informed that the February 2018 Board of Health Meeting is scheduled for the fourth (4th) Thursday evening of the Month. He stated this change of schedule is to allow adequate time preparation of the Budget in coordination with the County.

Bill asked if there were any questions regarding the Budget Calendar for FY 2018-19. There were no Questions regarding the Budget Calendar for FY 2018-19.

Dr. Monson asked for a motion to approve the Budget Calendar for FY 2018-19 as noted in the revised copy handed out this evening.

A motion to approve the Budget Calendar for FY 2018-19 was made by Commissioner Thomas Bowles and seconded by Dr. Tim Burgiss.

Voting: Ayes- 9 ; Nays- 0.

e. Request Approval of Budget Write-Offs (Attachment 7 – Bill Griffith)

Bill Griffith presented the Budget Write-Offs and informed that annually, the Iredell County Health Department brings their uncollected debt to the Board of Health for permission to write off in conjunction with 10A NCAC 43A .0206 and Accreditation Benchmark Activity 33.7. He informed that these accounts have had no activity since June 30, 2014 noting that we have sent the private pay clients 30, 60, and 90 day past due letters and once, annually, an attorney letter for those 120 days delinquent. He also stated that our Fee Policy maximizes the collection of fees and minimizes bad debt to the extent possible.

Bill asked if there were any questions regarding the request for approval of the Budget Write-Offs in the amount of \$23,415.12 for account balances with uncollected debt since June 30, 2014.

Dr. Burgiss questioned how it compares with past years. Bill informed that it is slightly higher than last year and Jane Hinson added that 3-4 years ago we were writing off several thousands of dollars in Medicaid uncollectables. She further stated that we do not have any Medicaid write-offs and about 4-5 years ago we were writing off close to \$50,000 which speaks volumes to the work of our staff involved with billing and collections.

Commissioner Bowles questioned how the Debt Set-Off Program works. Bill responded that once we submit the debt to the NC Debt Set-Off Program, the fees due are withheld from their tax refund and payment for debt is then made to Iredell County. Bill also stated that to submit an uncollected debt to the NC Debt Set-Off Program, we must have a valid social security number.

Dr. Monson asked for a motion to approve the Budget Write-Offs in the amount of \$23,415.12 for account balances with uncollected debt since June 30, 2014.

A motion to approve the Budget Write-Offs in the amount of \$23,415.12 for account balances with uncollected debt since June 30, 2014 was made by Commissioner Thomas Bowles and seconded by Lisa Warren.

Voting: Ayes- 9 : Nays- 0.

VII. Items for Discussion and Action as Needed

a. Financial Report *(Attachment 8 – August 2017; Handout A – September 2017 – Bill Griffith)*

Bill Griffith referred to the financial reports labeled as Attachment 8 and noted that Handout A is the financial report for September 2017. He stated he had received the interim financials for the month ending October 31, 2017 and reported revenues are at 29% and expenditures are at 27%. Bill emphasized that our budget is not just about numbers, it reflects our revenues and expenditures which allow us to deliver essential services to the citizens of Iredell County.

Bill then asked for board discussion related to the financial report given. There were no questions noted.

b. Discussion of Decontamination of Meth Labs *(Attachment 9 – Brady Freeman)*

Brady Freeman reported that last fiscal year we had 6 meth labs and to date for this fiscal year, we have had 3, including one hotel. Brady stated that since he has started in his position, we have only had two successful remediation's, one resident and one private company remediation in a hotel. Brady then continued by explaining the roles of environmental health and the health director when a meth lab is identified in the county. He stated that typically we are notified by law enforcement or the SBI and respond immediately by posting a notice on the property warning all persons that the property shall not be occupied by any person until decontaminated in accordance with State Public Health Law and approved by the Iredell County Health Director. Brady stated the next step of the process is notifying the owner. He added this is sometimes a challenge in itself but once the owner is notified then a visit is scheduled with them to instruct them on the process of remediation in decontaminating the property for re-occupancy. He referred to the Meth Lab packet which includes paperwork required to be signed by the owner acknowledging their property was identified as a meth lab and that they have received information related to the required decontamination prior to re-occupancy. He then noted that the packet also includes a detailed list of information for pre- and post-decontamination plans as well.

He also stated that this is regulated by the NC Department of Health and Human Services Occupational & Environmental Epidemiology Division, but public health enforces these regulations at the local level. Brady added that there are no specific environmental health authorizations or trainings related to decontamination and clean-up of properties identified as meth labs. We do not have the training or ability to do air quality testing as done by private remediation companies. Our local landfill will not take items removed from a home identified as a meth lab because it is considered hazardous waste. For these reasons, Brady recommends that the Board of Health establish a sub-committee to research these concerns and consider the development of a rule related to the decontamination and re-occupancy of all Iredell County meth labs. He suggested that requiring a professional remediation company to certify these labs as safe for re-occupancy would better protect the health of the citizens of Iredell County and decrease the liability of the department.

Brady then asked if there were any questions or comments regarding his proposal.

Commissioner Thomas Bowles questioned what would happen if there were an apartment complex noted as being a dwelling place for a meth lab but was only confined to one apartment. Brady

responded that it depends upon the type of ventilation system. He stated if the ventilation system is linked to all the rooms on the same floor of the meth lab, then it would shut down the entire floor.

Dr. Monson asked for a motion from the Board of Health to move forward with establishing a Sub-Committee to study, review and research the possibility of developing a Rule related to meth lab decontamination and clean-up processes and procedures.

A motion to develop a Decontamination of Meth Labs Sub-Committee was made by Commissioner Thomas Bowles and seconded by Dr. Tiffany Hubbs.

Voting: Ayes- 9 ; Nays- 0.

Dr. Monson then asked for volunteers from the Board of Health to participate on this newly formed Sub-Committee focusing on Decontamination of Meth Labs.

Brady recommended at least one employee from the Environmental Health Division serve on the sub-committee. Board members, Ben Loftis, Candace Reeves and Dr. Robert Monson all agreed to serve on the Sub-Committee. Lisa Warren suggested that we seek volunteers from Fire and Emergency Services as well as Law Enforcement to participate on the Sub-Committee too. She then recommended Tim Warren, who is the Fire Marshal for the Town of Mooresville, to serve on this sub-committee. Jane Hinson will reach out to local law enforcement for a volunteer to serve as well.

c. Health Director's Report (Handout B – Jane Hinson)

Jane Hinson discussed the following topics and referred to handout (B) that each BOH member was given relating to topics referenced in the Health Director's Report as noted below:

Administration

- **Employees of the Month:** Ronnie Moore, Security Guard was the August Employee of the Month. Julia Sears, Dental Clinic Management Support was the September Employee of the Month.
- **Cost Report:** The fiscal year 16-17 cost report has been submitted.
- **Personnel:** Welcome to Jessica Ridgway who joined our staff on October 16, 2017 assuming the role as our Administrative Officer.
- **KRONOS:** The activities project is on hold due to staff turnover at KRONOS
- **CureMD:** The first week of October automatic eligibility verification was enabled. The system will automatically verify eligibility one day prior to appointment if insurance is in the system. This feature saves staff time from having to manually check eligibility in NC Tracks every time insurance (Medicaid) is added or modified.
- **Wellness Clinic:** Iredell County opened an employee wellness clinic on October 1, 2017. Employees can use the clinic for primary care and sick visits without cost. Lab work is also free of charge. The clinic is staffed with a Nurse Practitioner and will be open 26 hours a week. All required new hire physicals and annual health risk assessments will be completed at the clinic. 16 hours a week of free physical therapy services are also offered at the clinic.
- **North Carolina Public Health Association Partners in Public Health Distinguished Group Award:** Partners Behavioral Health was given this award at the NCPHA Fall Educational Conference in Asheville on September 28, 2017. Our health department nominated Partners for the award based on their partnership with us related to our substance misuse prevention work.
- **NC DHHS Secretary Visit:** Secretary Mandy Cohen visited with the Executive Leadership Team on Thursday, October 19th to learn about our programs and services. She was also accompanied by Danny Staley, the Director of the Division of Public Health.

Clinical

- **School Vaccinations**: The immunization clinic has been busy in August and September because of required back to school immunizations
- **Flu Vaccine**: We started offering flu vaccine on September 13, 2017. This is a walk-in service in Statesville and by appointment in Mooresville.
- **NC Public Health Emergency Preparedness Program**: The program monitoring audit held on October 10, 2017 resulted in no non-compliance issues.
- **Triad Healthcare Preparedness Coalition Exercise**: Sam Migit participated in this long term care facility tabletop exercise on October 5, 2017.

PHDP

- **Substance Misuse Prevention Specialist**: An offer of employment has been made to our leading candidate.
- **Statesville ABC Alcohol and Substance Abuse Education Grant**: The Statesville ABC Board awarded the health department \$10,000 in grant funding to be used for alcohol or substance use treatment, research or prevention education. The funding will be used to help support salary expenses for the Substance Misuse Prevention Specialist position.
- **Project Alert**: This substance misuse prevention program is being taught 4 days a week by Caroline Hager, Health Education Specialist, in the following schools: Troutman Elementary, Woodland Heights, Lake Norman Elementary and Coddle Creed Elementary. Around 40 children participate in each session.

Environmental Health

- **Public Health All-Star Award**: Brady Freeman received the Public Health All-Star award at the NC Public Health Association's Annual Fall Educational Conference in Asheville on September 28, 2017.
- **Personnel**: Danielle Wieberg, FPF EHS, received her authorization in the Childhood Lead Poisoning Prevention Program.
- **Recruitment**: We are still actively recruiting for the OSWP Technician and Specialist positions.
- **Food Protection Educational Sessions**: Food Protection staff are offering several food protection classes to restaurants in the community over the next several months.

Drug-Alcohol Abuse Free Iredell

- **"Help and Hope Community Educational Event"**: Over 100 people attended this event on October 24, 2017 at the Statesville Civic Center.
- **"Treat the Disease; Stop the Sigma" educational event**: Will be held at Williamson Chapel UMC in Mooresville on Saturday, February 17, 2018. Partners Behavioral Health has engaged Dr. Omar Manejwala to speak. Dr. Betsey Tilson, the NC DHHS Medical Director and State Health Director will also be speaking.

Legislation

- **Senate Bill 16**: Our legislators voted to override the Governor's veto to this legislation that includes a provision to allow septic systems that were permitted from January 1, 2000 to January 1, 2015 to remain valid through January 1, 2020 unless there are changes in the hydraulic flows of wastewater characteristics from the original local health department evaluation. Local public health concerns include: 1) the potential for files to be purged since 2000 2) the re-activation of permits issued incorrectly and 3) new technology that has been developed since 2000. DPH-Environmental Health Branch is developing guidance for local health departments related to the legislation.

- Administrative Code 10A NCAC 41A .0302 (Sale of Turtles): This administrative rule change allows the sale of turtles with a carapace length of greater than 4 inches. The rule change aligns the law with the FDA requirements for the sale of turtles. Turtles with carapaces of less than 4 inches can be sold for scientific or educational purposes, for food purposes or by wholesale establishments to other wholesale establishments outside of the State of NC subject to the applicable state and federal laws.

2016 Infant Mortality Data

	2014	2015	2016
Total Infant Deaths	13	18	16
Total Rate per 1000 births	7.3	9.3	8.3
White	4 deaths 3.2 rate	12 deaths 8.7 rate	11 deaths 8.4 rate
African American	7 deaths 27.2 rate	5 deaths 18.7 rate	3 deaths 9.8 rate
American Indian	1 death 1000 rate	0 deaths	0 deaths
Hispanic	0 deaths	1 death 5.1 rate	2 deaths 8.8 rate
Other	1 death 10.9 rate	0 deaths	0 deaths

d. Activity Summary (*Handout C – Jane Hinson*)

Jane reported on the data noted in the Activity Summary highlighting that our pregnancy test numbers went from 18 to 48. The number of immunizations shows an increase. Jane noted that we also did a tremendous amount of TB skin test highlighting an increase from 15 to 102. She reported that we have completed a lot of sports physicals, college physicals and new permits for restaurants. She also informed of a positive rabies case involving a skunk that was reported this week.

Jane then asked if there were any questions with regard to the Activity Summary. There were no questions or comments regarding the data presented in the Activity Summary.

VIII. Open Session: Other Discussion

Dr. Robert Monson then asked if there was any additional discussion. There was no additional discussion noted.

IX. Adjournment

Dr. Robert Monson asked for a motion to adjourn the meeting.

A motion to adjourn the meeting at 8:55 p.m. was made by Commissioner Thomas Bowles and seconded by Lisa Warren.

Voting: Ayes- 9 ; Nays- 0.

