

Iredell County Health Department Board of Health Minutes

Regular Meeting **Special Meeting**

August 8, 2019

318 Turnersburg Hwy, Statesville, NC 28625

Members Present	Commissioner Thomas Bowles, Dr. Robert Bundy, Dr. Tim Burgiss, Sylvia Chapman, Suzanne Corwin, Dr. Tiffany Hubbs, Ben Loftis, Candace Reeves, Jerry Turner and Lisa Warren, RN
Members Absent	Dr. Heather Day
Staff Members Present	Jane Hinson, Health Director; Jessica Ridgway, Director of Finance & Operations, Brady Freeman, Environmental Health Director; Mary Gantt, Assistant Director of Nursing; Ronda Hart, Administrative Assistant-EH Division; and Renee Holland, Executive Officer
Others Present	Susan Robertson, Assistant County Manager

I. Call to Order, Invocation, and Introductions

Sylvia Chapman called the meeting to order at 7:00 pm and Lisa Warren provided the invocation. Sylvia then introduced and welcomed our guests in attendance, Ronda Hart, Administrative Support for Environmental Health Division and Mary Gantt, Assistant Director of Nursing for Clinical Services Division, who will be providing the board education presentation later this evening.

II. Public Comment

Sylvia Chapman 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

Sylvia Chapman recognized the Employee of the Month for June 2019, Ronda Hart. She stated that Ronda works in Environmental Health as an Administrative Assistant. Sylvia offered congratulations to Ronda on her nomination as the Employee of the Month. Jane Hinson, Health Director, added that Ronda previously worked in the Mooresville Office but is now at our Statesville Office of Environmental Health. Jane informed that Ronda provides Administrative Support to Brady Freeman, EH Director as well as the entire division. She also noted that Ronda is very detail-oriented and provides excellent customer service to each of the citizens she serves, whether in person or by phone. The Board expressed their appreciation to Ronda for her continued dedication and service to the citizens of Iredell County.

IV. Board Education: Clinical Services Presentation/Medical Section Programs (*See attached slides*)

Mary Gantt, MSN, RN-Assistant Director of Nursing provided a Powerpoint presentation highlighting each program area in the medical section of the Clinical Services Division. Those programs consist of Family Planning, General Clinic & Walk-In Physicals, Immunizations, STD, Maternal Health, Communicable Disease (CD)/Tuberculosis (TB) and Child Health. She then discussed the purpose of each individual program and provided a brief summary of the specific services offered within each of these program areas. She also noted the specific location and days that services are offered at the Statesville and Mooresville sites. She then explained the process to determine eligibility to receive services along with specific criteria requirements for certain programs. She emphasized services can't be denied due to the inability to pay. She also informed that the medical section also provides additional services, some of which are off-site. The additional services offered include the following:

- Go to assisted living facilities annually to administer flu vaccine to residents
- Go to the jail to administer Hepatitis A vaccines
- Go to Fifth Street Shelter every 2-3 months to give vaccines, do TB testing and lab testing (HIV, RPR, Hepatitis B & C)
- Go to EMS employee training event to give TB tests *Currently unable to provide this service due to nationwide testing solution shortage
- Opening TB cases and delivering directly-observed therapy
- Attend outreach events
- Provide OSHA training for all health department personnel

Mary briefly reported on public health law and shared that the General Assembly recognizes a public health system is necessary to ensure that all citizens in the State of North Carolina have equal access to essential public health services. She stated this is outlined in the NC General Statutes, Chapter 130A as noted below:

- Prevent health risks and disease
- Identify and reduce health risks in the community
- Detect, investigate, and prevent the spread of disease
- Promote healthy lifestyles
- Promote a safe and healthful environment
- Promote availability and accessibility of quality health care through the private sector
- Provide quality health care services when not otherwise available

Mary then reminded board members of the Health Department's Mission Statement; *Promote and protect community, personal and environmental health*. She stated the medical section team fulfills this mission daily as they serve the clients and citizens of Iredell County by providing excellent customer service and quality medical care.

Mary asked if there were any comments or questions related to the services offered by the clinical services division.

Commissioner Thomas Bowles questioned if we are able to identify the number of homeless children who come to the Health Department for immunizations. Mary responded this information is captured in the system but uncertain of accuracy as the data we receive is based on what is reported by parent or legal guardian completing the demographic information at time of service. Commissioner Bowles stated he

attended a recent School Board Meeting where it was reported there were over 300 homeless children in the Iredell-Statesville School system.

Dr. Rob Bundy referred to the services provided in the Family Planning Program list and questioned who does the IUD. Mary informed this service is completed by the Nurse Practitioner. Dr. Bundy also inquired about the regional vasectomy program and Mary informed these patients are referred to the contract Urologist located in Hickory, NC.

Sylvia Chapman asked if the Health Department offers immunizations required for foreign travel. Mary informed that we currently offer Typhoid and are looking at adding the Yellow Fever.

There were no additional questions or comments noted.

V. Consent Agenda Items for Action (*Attachments 1 & 2 from June 2019 Packet; Attachments 1, 2, 3, 4*)

Sylvia Chapman asked the board members if they had reviewed the consent agenda items for approval. She reminded that several action items listed on the consent agenda were from the June 13, 2019 BOH Meeting due to there not being a quorum present. Sylvia then asked if there were any questions or concerns with regards to the items from the April 11, 2019 Board of Health Meeting Minutes (*noted as Attachment 1 from the June Packet*); 2018 CFPT Report (*noted as Attachment 2 from the June Packet*); 2017 Cause of Death & Age of Child Report (*Attachment 1*); Approval of June 13, 2019 Board of Health Meeting Minutes (*Attachment 2*); Additional codes and fees for Clinical Services (*Attachment 3*); Amended Fees for FY 19-20 Clinical Services Fee Schedule (*noted as Attachment 4*); or the Budget Amendment to pay back excess reserve funds for Care Coordination for Children (CC4C) and Obstetric Care Management (OBCM) programs (*noted as Handout – Approved by BOC on 7/16/19*).

There were no questions or comments noted. Sylvia Chapman then asked for a motion to approve the consent agenda items.

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

Voting: Ayes- 10 ; Nays- 0.

VI. Items for Discussion and Action

a. Request Approval of BOH By-Laws and Operating Procedures – (*Attachment 12 from the April 2019 Packet*)

Sylvia Chapman presented the proposed BOH By-Laws and Operating Procedures for the upcoming fiscal year. She reminded the Board members that a draft copy of this document was mailed in the April 2019 packet for review. Sylvia informed members of the board that this document had previously been reviewed for approval by County Attorney, Lisa Valdez. She noted there were no revisions made to this document since last approved in 2018.

Sylvia Chapman then asked if there were any recommendations, questions or comments in regards to the proposed 2019-20 BOH By-Laws & Operating Procedures. Hearing none, Sylvia then asked for a motion to approve the 2019-20 BOH By-Laws & Operating Procedures.

A motion to approve the 2019-2020 BOH By-Laws and Operating Procedures was made by Candace Reeves and seconded by Sue Corwin.

Voting: Ayes- 10 ; Nays- 0.

b. Request Approval of Health Director's Job Description – (Attachment 4 – Sylvia Chapman)

Sylvia Chapman informed that as a requirement for re-accreditation, the local board of health shall assure the development, implementation and evaluation of local health services and programs that protect and promote the public's health. She stated to meet this requirement, the board of health must review and approve the job description of the local health director once a year. (37.4) Sylvia then referred to a copy of the job description labeled as Attachment 4 in the packet. She reported there were no revisions noted.

Sylvia Chapman asked if there were any questions regarding the Health Director's Job description or if there were any changes or revisions to be made. There were no questions, changes or revisions noted regarding the Health Director's job description.

A motion to approve the Health Director's Job Description was made by Sue Corwin and seconded by Dr. Tim Burgiss.

Voting: Ayes-10 ; Nays- 0.

c. Request Approval of Budget Amendment for Purchase of VoIP System – (Handout A – Jessica Ridgway)

Jessica Ridgway reported that the Health Department is requesting approval of a budget amendment in the amount of \$98,120.06 using Medicaid Max funds to purchase a Voice over Internet Protocol (VoIP) phone system plus annual maintenance fees, starting in September 2020, to replace our outdated telephone system. She stated this request is based upon a recommendation from County ITS. She noted that the existing telephone system is approximately 15 years old. She explained that replacement was suggested due to the uncertainty of the current system and any future repairs that it may require. Jessica also stated the VoIP telephone system will run on the same system as the rest of the County Departments which will allow for easier operations between departments. She emphasized this system could be moved in the event the Health Department were to move to a new location. She also informed that from a support standpoint, ITS is knowledgeable of this system already and will allow for easier management of the system's hardware and software. Jessica pointed out that starting in September 2020, there is an ongoing maintenance fee in the amount of \$10,196.89 which will be an annual cost added to our budget.

Jessica then asked if there were any questions regarding the Budget Amendment in the amount of \$98,120.06 using Medicaid Max funds to purchase the VoIP phone system.

Dr. Tim Burgiss questioned the total amount of Medicaid Max funds after spending the \$98,120.06 for the VoIP System. Jessica reported there is approximately \$6 million of Medicaid Max funds remaining. Sue Corwin questioned if these funds could be used for improvements, repairs or building a new building. Jessica confirmed the funds could certainly be used for projects such as these.

Hearing no additional questions or comments, Sylvia Chapman then asked for a motion to approve the budget amendment in the amount of \$98,120.06 using Medicaid Max funds to purchase a Voice over Internet Protocol (VoIP) phone system plus annual maintenance fees, starting in September 2020 in the amount of \$10,196.89.

A motion to approve the budget amendment in the amount of \$98,120.06 using Medicaid Max funds to purchase a Voice over Internet Protocol (VoIP) phone system plus annual maintenance fees, starting in September 2020 in the amount of \$10,196.89 was made by Commissioner Tommy Bowles and seconded by Dr. Tiffany Hubbs.

Voting: Ayes-10 ; Nays- 0.

VII. Items for Discussion and Action as Needed

a. Financial Report

Jessica Ridgway referred to the financial reports labeled as Attachment 6 and Handout B highlighting the financials for both June 2019 and July 2019. She stated the revenue and expenditure report reflects the essential services that are being provided at this agency. She noted the essential services include, but are not limited to, the provision of communicable disease services, health education/promotion, environmental health services, workforce development, program evaluation and policy development. For the month ending June 2019 which also closes out the fiscal 2018-19 year, the Revenues were 86.1% and the Expenditures were 90.3%. Jessica noted these numbers are preliminary as the fiscal year hasn't closed yet therefore are subject to change. Next, she reported on the financials for the month ending July 2019, highlighting the Revenues were 7.3% and the Expenditures were 6.5%.

Jessica then asked for board discussion related to the financial report given. There was no additional discussion or questions noted.

b. Semi-Annual Divisional Statistical Reports

1) Clinical Services Division (*Attachment 7 – Mary Gantt*)

The attachment included a six-month graph of clinic numbers. The STD numbers have been up and down over the last year. Mary stated that a rise in numbers indicates those individuals are getting seen and treated. Maternal Health is still down on the graph but noted that in comparison from this time in 2018, there has been a slight increase. Mary pointed out that our WIC participation numbers have decreased but noted a decline has been seen across the Nation. She stated TV campaigns have been developed recently advertising the program across the state. Mary then referred to the graph for Dental and reported there continues to be a decrease. Jane Hinson stated the decrease is the result of private dental providers now accepting Medicaid.

Mary then asked if there were any questions regarding the Clinical Services Division semi-annual statistical report. There were no questions noted.

2) Environmental Health (*Attachment 8 & 9 – Brady Freeman*)

Brady reported on the data for the OSWP Program as noted in Attachment 8 of the packet. He informed things have been staying steady but noted an increase in some areas. He emphasized to date, there is still no backlog. Brady then reminded that in 2016, non-mandated inspections were stopped because of a back-log however he informed that the program is currently in the process of re-starting the maintenance inspections. Brady provided additional details later in the meeting.

Next, Brady reported on the data for the Food Protection & Facilities Program and referred to Attachment 9 of the packet. He stated that inspections are steady but also noted an increase in the number of permits issued. He reminded the increase is due to some of these permits are seasonal (swimming pools).

Brady then asked if there were any questions regarding the semi-annual statistical reports for either the OSWP Program or FP & F Program areas of the Environmental Health Division. There were no questions noted.

c. **Environmental Health Maintenance Policy Updates** (*Brady Freeman*)

Brady Freeman provided a brief update on the On-Site Water Protection Operation and Maintenance Policy in accordance to N.C. Rule 15A NCAC 18A.1961. He explained that in North Carolina there are certain system types that are required to have a maintenance inspection to determine system compliance and functionality. Brady described the types of Systems as Type I – Type VI with the Type I representing a lower-scale system and the Type VI representing a higher-scale system. He noted the Health Department has the responsibility to complete maintenance on Types III, IV, V and VI systems at the frequency based on the system type. Brady stated there are approximately 5,000 septic systems in Iredell County. He continued by stating On-Site Program staff have completed an inventory of all septic systems that are required to have maintenance performed. He reported, with the pending new rule that changes maintenance inspection requirements, the onsite team has determined there are 2,209 systems that will need to be inspected. The OSWP Program Specialist has already begun performing inspections of large commercial and school septic systems in the County. Brady informed that plans are currently being made to implement the Maintenance Program as an improvement opportunity based upon the recommendation made as the result of our recent re-accreditation site visit audit. Brady expressed concern that once the EH OSWP staff begin contacting these individuals, he anticipates an increase in the number of complaints that are likely to occur therefore, he wanted to make the Board aware of this required maintenance inspection which was mandated by the State.

Brady asked if there were any questions regarding the update reported on the Operations and Maintenance Policy for inspection of certain types of Septic Systems.

There were no questions noted however a request was made by Commissioner Thomas Bowles for Brady to provide a presentation to the Board of Commissioners to update them on this pending new rule. Susan Robertson stated the presentation would be added as an appointment before the board and would be included on the Pre-Agenda Meeting scheduled at 5:00pm on September 17, 2019.

d. **Health Director's Report** (*Handout A – Jane Hinson*)

Executive

- **Employees of the Month:** Ronda Hart, Environmental Health Management Support, was the June Employee of the Month.
- **Public Health Nuisance Investigation (NCGS 130A-19):** The statute allows the Health Director to order abatement of a situation on private property that affects public health. Several days were spent investigating a complaint about a potential roach, flea and rodent infestation in a rental home. The concern was whether this situation impacted the health of the neighbors. I worked with Statesville Planning and Minimum Housing, DSS, Animal Control, the NC DPH State Veterinarian, NC DPH State Epidemiologist, NC DPH Entomologist and a National Bio Hazard Cleaning Company on this investigation. Several visits were made to the

property by health department staff. The owners quickly complied with my clean up request. A dumpster was put on the property and in less than a week, the entire house was cleaned of debris, urine, feces etc. The owners also contracted for the property to be fumigated twice. They intend to make needed repairs if allowed. The situation did not warrant the use of my authority under NCGS 130A-19 because the owners abated the situation promptly and a roach infested home does not pose a threat to the health of the neighbors per the State Epidemiologist.

Administration

- **Medicaid Transformation:** We have received the red line Prepaid Health Plan contracts from our County Attorney and the private law firm that was hired. We are now in the negotiation phase with the Health Plans.
- **NC Health Information Exchange:** Governor Cooper signed into law House Bill 70, now NC Session Law 2019-23. The legislation has delayed the connectivity date to June 1, 2020. We are not connecting to the HIE until our electronic health record is ready to exchange data with the NC HIE.
- **Voice Over IP Phone System:** We have received a quote to purchase this new system for the Turnersburg site and the Mooresville site. The current system is 15+ years old and there are no warranties on the hardware. IT will manage the new system when it is installed.

Clinical

- **Flu Vaccine:** We have reserved our supply of flu vaccine for the upcoming flu season. We have been told that all flu vaccine will be coming out later this year as the manufacturers are taking some extra time to try to get a better strain match.
- **Medical Countermeasures Full Scale Exercise:** The Emergency Preparedness Coord. is working on various staff trainings and exercises to prepare for the Medical Countermeasures Full Scale Exercise in March.
- **National Breastfeeding Week:** The week of August 5th is National Breastfeeding Week. The WIC Director and staff are planning various education and outreach activities to promote breastfeeding.
- **Continuity of Operations Plan:** Clinical services supervisors have completed a Continuity of Operations Plan for their sections so that operations can continue if we lose computer operations.
- **Measles Outbreak:** As of August 1, 2019, there have been 1,172 cases (up 150 since our June meeting) in the country in 30 states. 124 people have been hospitalized with 64 having complications like pneumonia, meningitis and encephalitis. 75% of the outbreak has come from NY and NY City. The majority of those infected are unvaccinated. There are still no cases in North and South Carolina.
- **Ebola Outbreak:** The World Health Organization declared the outbreak in the Democratic Republic of the Congo to be a public health emergency of international concern. This outbreak has been going on for a year with 2,428 individuals infected and 1,604 deaths (66% fatality rate). It has been difficult to identify and vaccinate all case contacts to prevent further spread

of the infection. There is continued high risk of spread in the region with low risk of spread outside of the region. There are no travel restrictions at this time.

- **WIC:** The WIC program won a Loving Support Gold Award of Excellence for Exemplary Breastfeeding Support and Practice from the State WIC Department.

Public Health Development & Promotion

- **Accreditation:** The agency Accreditation Coordinator (AAC) has been learning about the new re-accreditation dashboard and will attend the AACs formal training on August 8th and 9th.
- **Workforce Development Plan:** We will be working on the annual Workforce Development Plan/Policy to streamline the format and enhance the onboarding process.
- **Partnership for Young Children:** The Director has been affiliated with the Partnership for the past 10 years and has been appointed the Board Chair having served for two years as Vice-Chair.
- **School Open Houses:** The Public Information Officer is preparing educational material to deliver to each school in Iredell County for upcoming open houses. Private schools will be targeted this year for the first time as well.
- **Infant/Child Fatality Taskforce:** The Taskforce is beginning to plan outreach events. Officers are as follows: Chair: Andrew Donawa, Statesville Fire Department; Vice Chair: Joanne Rogers, Partnership for Young Children; Secretary: Christen Fries, Partnership for Young Children; Treasurer: Deanna Myers, Guardian ad Litem.
- **Project Alert & Health Rocks:** Through a partnership with Mooresville Police Department, team members taught Project ALERT and Health Rocks, both evidence-based substance use prevention programming, to 18 at risk youth participants during a two-week camp.
- **Get Fit Iredell:** The Committee met to plan events for 2019-2020. Upcoming events include: October: Kickball Tournament, November: Family friendly cooking demonstration, February: Dodgeball Tournament and May: Fun Day 5K.

Environmental Health

- **On site- Water Protection Conference:** Brady Freeman, our Environmental Health Director, was asked to do a presentation at the conference on July 31, 2019 related to the Virginia Tech Water Sampling project.
- **Thyroid Cancer:** On July 8, 2019, the NC Thyroid Cancer Panel published their report of recommendations on ways to continue to study and research elevated thyroid cancer rates in North Carolina. (Please see handout for a synopsis of the report). Brady Freeman, Susan Robertson and Jane Hinson will be attending a meeting in Chapel Hill with local and state elected officials, NC DHHS, NC DEQ, UNC and Duke University on August 12, 2019 to develop a plan of action for Iredell County related to the report recommendations.
- **Staffing:** One of our Food Protection and Facilities authorized staff members accepted a position in the Onsite Water Protection program in Alamance County. We have just hired a

new intern for this vacant position. We also continue to utilize contracted services from two authorized agents in another County to help with inspections in the vacant territory.

- **Maintenance Program:** The onsite program has inventoried all septic systems required to have maintenance performed by the environmental health division under current rules. With the pending new rule that changes maintenance inspection requirements, the onsite team has determined that there are 2,209 systems that will need to be inspected. The OSWP Program Specialist has already begun performing inspections of large commercial and school septic systems in the County.

Legislation

- **SL 2019-88 (Artificial Swimming Lagoons):** Directs the Commission for Public Health to adopt rules by December 1, 2019 for the construction and operation of “artificial swimming lagoons” (body of water used for recreational purposes with more than 20,000 sq. ft. of surface area, an artificial liner, and a method of disinfectant).
- **SL 2019-141 (Allows use of Oyster Shells as Serving Dishes):** A food establishment may reuse an oyster shell to serve shucked oysters that are cooked, provided the establishment meets certain requirements. This law is effective October 1, 2019.

Jane then asked if there were any questions regarding the information highlighted in her report. There were no questions noted.

e. **Activities Summary** (*Attachment 10 and Handout D – Jane Hinson*)

Jane briefly reported on the data in the Activities Summary. She noted that Attachment 10 included data for the month of June and also reflects the final reporting for FY 2018-19 data. She also referred to Handout D, which reflects data reported for the month of July. She briefly highlighted the following areas in comparison from 2018 to 2019 data:

- Increase in Immunizations: July 2018 – 192 and July 2019 – 239
- Increase in Dental: July 2018 – 297 and July 2019 – 359
- Increase in number of Walk-In Lab Patients Served: July 2018 – 180 and July 2019 – 213
- Increase in number of Walk-In Lab Test Performed: July 2018 – 707 and July 2019 – 994
- Increase in OSWP Site Visits: July 2018 – 298 and July 2019 – 345
- Increase in Consultative Contacts in FP&F Program: July 2018 – 215 and July 2019 – 453

Jane also mentioned there were a total of 18 positive rabies cases reported for FY 2018-19 which was also the exact same number as reported for FY 2017-18.

Jane then asked if there were any questions with regard to the Activity Summary. There were no questions or comments noted.

VIII. Closed Session: N.C.G.S. 143.318 11 (6)

a. Health Directors Performance Evaluation (Attachment 11 – Sylvia Chapman)

A motion to move into closed session to discuss the Health Director's Performance evaluation was made by Candace Reeves and seconded by Jerry Turner at 8:25pm.

Voting: Ayes – 10 ; Nays – 0

Board of Health: Closed Session Meeting Discussion: N.C.G.S. 143.318 11 (6)

A motion to adjourn the closed session meeting and return to open session was made by Commissioner Thomas Bowles and seconded by Lisa Warren at 8:50pm.

Voting: Ayes – 10 ; Nays – 0.

IX. Other Discussion

Sylvia Chapman asked if there were any additional items for discussion.

There were no additional items for discussion.

X. Adjournment

Sylvia Chapman asked for a motion to adjourn the meeting.

A motion to adjourn the meeting was made by Commissioner Thomas Bowles and seconded by Dr. Tiffany Hubbs at 8:55pm.

Voting: Ayes – 10 ; Nays - 0.

XI. Reports:

A. Health Director	<p><i>Handout C</i> – Health Director's Report presented by Jane Hinson in Section VII-D <i>Attachment 10</i> – Activities Summary (2018-19) presented by Jane Hinson in Section VII-E <i>Handout D</i> – Activities Summary (July 2019) presented by Jane Hinson in Section VII-F</p>
B. Personnel	<p><i>Attachment 5</i> – Health Director’s Job Description presented by Sylvia Chapman in Section VI-B <i>Attachment 11</i> – Health Director’s Performance Evaluation presented by Sylvia Chapman (Closed Session: N.C. G.S. 143.318.11 (6)) in Section VIII-A</p>
C. Finance/Budget	<p><i>Handout A</i> – Budget Amendment for Purchase of VoIP System presented by Jessica Ridgway in Section VI-C <i>Attachment 6</i> – June 2019 Financial Report presented by Jessica Ridgway in Section VII-A <i>Handout B</i> – July 2019 Financial Report presented by Jessica Ridgway in Section VII-A</p>
D. IT	
E. Clinical	<p><i>Attachment 2</i> – Additional Codes and Fees for Clinical Services – <i>Consent Agenda</i> presented by Sylvia Chapman in Section V-E <i>Attachment 4</i> – Amended Fees for Clinical Services Fee Schedule for FY 19-20 – <i>Consent Agenda</i> presented by Sylvia Chapman in Section V-F <i>Attachment 7</i> – Clinical Services Semi Annual Statistical Report presented by Mary Gantt in Section VII-B (1)</p>
F. Environmental Health	<p><i>Attachment 8 & 9</i> – Environmental Health Semi-Annual Statistical Report presented by Brady Freeman in Section VII-B (2)</p>
G. Health Education	
H. Public Health Development & Promotion	
I. Management/Clinical Support	
J. Vital Records	
K. Board Education	<p><i>Clinical Services Presentation – Overview of Medical Programs:</i> Presented by Mary Gantt in Section IV</p>
L. Other	<p>*<i>Attachment 1</i> – April 11, 2019 BOH Meeting Minutes – <i>Consent Agenda</i> presented by Sylvia Chapman in Section V-B *<i>Attachment 2</i> – 2018 CFPT Report – <i>Consent Agenda</i> presented by Sylvia Chapman in Section V-C *<i>Attachment 12</i> - BOH By-Laws & Operating Procedures presented by Sylvia Chapman in Section VI-A <i>Attachment 1</i> – 2017 Cause of Death & Age of Child Report – <i>Consent Agenda</i> presented by Sylvia Chapman in Section V-C <i>Attachment 2</i> – June 13, 2019 BOH Meeting Minutes – <i>Consent Agenda</i> presented by Sylvia Chapman in Section V-D <i>Handout</i> – Budget Amendment to pay back excess reserve funds for CC4C and OBCM Programs presented by Sylvia Chapman in Section V-D</p>

XII. Next Meeting Date

The next meeting will be October 10, 2019 at 7:00 p.m.

