Catawba County Board of Health
Minutes
March 09, 2020

The Catawba County Board of Health met on Monday, March 09, 2020 at 7:00 pm at Catawba County Public Health, 3070 11th Ave Dr. SE, Hickory, NC 28602 in the Boardroom.

Members Present:  Dr. David C. Hamilton, Jr, Chair
                  Dr. Matthew Davis, Vice-Chair
                  Ms. Gloria Costin
                  Mr. John H. Dollar
                  Dr. Gale Hamilton-Brandon
                  Mr. Dan Hunsucker, County Commissioner
                  Ms. Susan Knowles
                  Mr. William Pitts
                  Mr. Brian Potocki

Members Absent:  Dr. Dana H. Greene

Staff present:  Ms. Jennifer McCracken, Interim Health Director
               Ms. Julie Byrd, WIC Director
               Ms. Honey Estrada, Public Health Strategist
               Ms. Emily Killian, Community Engagement Specialist
               Ms. Chantae Lail, Medical Lab Manager/Preparedness Coordinator
               Ms. Megan McBride, Environmental Health Administrator
               Ms. Sarah Rhodes, Clinical Services Nurse Supervisor
               Ms. Kim Spaulding, School Health Nurse Supervisor
               Ms. Rhonda Stikeleather, Children’s Services Nurse Supervisor
               Mr. Jason Williams, Operations Administrator
               Ms. Debra A. Young, Administrative Assistant II

Guests:  Ms. Jennifer Isaac, WHNP – Adult Health
         Ms. Holli Cline - representing FRMC (CHA)
         Ms. Lala Kozischek – representing LiveWell Catawba (CHA)
         Mr. Marcus Osborne – representing Catawba Valley Health System (CHA)

CALL TO ORDER
Dr. David Hamilton, Jr., Chair, called the meeting of the Catawba County Public Health Board to order at 7:00pm. He welcomed Board members, Public Health managers, staff and guests.

APPROVAL OF THE AGENDA
Dr. David Hamilton, Chair, stated that Board members had received the agenda. Dr. Hamilton asked if there were any changes to the agenda. Dr. Hamilton made note that an agenda item Closed Session needed to be added after Other Business. The change was noted and Mr. William Pitts, made a motion to accept the amended agenda as presented and Mr. Dan Hunsucker seconded the motion. The motion passed unanimously.
APPROVAL OF MINUTES
The minutes for February 10, 2020, were included in the Board packet that the Board members received via email. Dr. David Hamilton, Chair, asked if there were any corrections. There being no corrections, Mr. John Dollar made a motion to accept the minutes as presented and Dr. Matthew Davis seconded the motion. The February minutes were unanimously approved.

PUBLIC COMMENTS
Dr. Hamilton asked if anyone presented to speak before the Board. Ms. Debra Young, Administrative Assistant II, stated that no one had presented to speak.

COUNTY COMMISSIONER’S COMMENTS
Mr. Dan Hunsucker, County Commissioner, gave a brief update from the County Commissioners meeting as follows:
- Several new companies have shown interest in coming to Catawba County. Sherrill’s Ford area is continuing to grow.
- Budget process for fiscal year 2020-2021 is in full swing.

NEW EMPLOYEES
Ms. Jennifer Isaac joined Catawba County Public Health in February as a Women’s Health Nurse Practitioner working in the Adult Health Clinic. Ms. Isaac earned her Bachelor’s Degree in Nursing as well as her Master’s Degree in Nursing from UNC Chapel Hill. Ms. Isaac comes to Public Health from NC State University where she served as the Nurse Practitioner in the Student Health Clinic; and she also has experience working in the Women’s Health private clinical environment.

COMMUNITY HEALTH ASSESSMENT (CHA)
Ms. Honey Estrada, Public Health Strategist, presented the Community Health Assessment (CHA). The vision of the CHA Leadership Team is to ensure that all who live, work, learn, shop, play, and pray in Catawba County have a voice in shaping the culture of health.

The initial goal for the CHA was to collect 2,000 surveys. The total count was 2,488 surveys collected but some surveys were not able to be used due to incomplete answers, etc.

From October 2018 through March 2019, listening sessions were conducted to elicit feedback from community members on what they believed to be the most important health issues impacting the community. Feedback from those listening session participants guided the formation of the Community Health Opinion Survey. Surveys were collected from community members through multiple modalities and from various locations. From October through November 2019, 15 additional listening sessions were conducted to determine the magnitude, seriousness of consequences and feasibility of positively impacting the top 15 health categories. During these sessions, community members reviewed primary and secondary data, and individually ranked what they believed should be addressed. Of the 170 participants, 144 completed ranking packets to be used in health priority selection.

The health priorities selected are chronic disease, behavioral health and healthy foods/healthy weight. There will also be a focus on two foundational components, housing and transportation.
In the upcoming months, the team will be collaborating with various individuals to move forward in developing the Community Health Improvement Plan (CHIP). A CHIP is a strategic health improvement plan for the entire community. Our CHIP includes how we will address the health priorities identified in the CHA and how we will measure our progress both short and long-term. Ms. Estrada asked if there were any questions regarding the CHA. There being none, Dr. Hamilton asked for a motion to accept the Community Health Assessment as presented this evening. Ms. Susan Knowles made the motion, Mr. William Pitts seconded and the Board unanimously approved same.

The PowerPoint slides are attached to the Minutes. The complete CHA may be accessed at https://catawbacountync.gov/site/assets/files/2488/2019_catawba_county_cha.pdf.

**COMMUNICABLE DISEASE (CD) AND TB ANNUAL REPORT**

Ms. Sarah Rhodes, Clinical Services Nurse Supervisor, presented the annual report for the Communicable Disease (CD) and Tuberculosis (TB) programs. The Communicable Disease Report is created annually from data gathered and analyzed for the calendar year just ending as well as compared to the previous four years, generating a five-year view of communicable disease activity in Catawba County. Data is analyzed to guide staff in education and prevention messages in addition to outbreaks, trends, and projections. The staff also stay in contact with local providers as well as regional and State Communicable Disease staff.

Cumulative data for any of the 77 reportable diseases that occurred in Catawba County was given for 2019 with a notation that there has been an increase in Hepatitis B – Chronic Carrier, Hepatitis C – Acute, and Lyme Disease. Ms. Rhodes also shared data regarding confinements and quarantines from animal bites to guard against rabies, as well as, increases in sexually transmitted diseases and Tuberculosis. The Board was updated regarding new diseases that have been added to the NC List of Reportable Diseases (COVID-19, Toxic Shock Syndrome, Streptococcal and Malaria). The communicable disease reports are followed closely to insure proper testing, diagnosis, treatment, and follow-up by physicians, clinics, and Public Health.

The presentation slides and related documents are attached to the Minutes.

**OPERATING PROCEDURES ANNUAL REVIEW**

As is best practice and required by State Accreditation standards, the Board of Health annually reviews the Board’s Operating Procedures to ensure they are current and inclusive of all appropriate items. The Nominations and Operating Subcommittee met earlier this evening to review the current Operating Procedures. The Board was provided a current copy of the document for their complete review. Dr. Hamilton asked if there were any questions or considerations and there being none, Dr. Matthew Davis, Chair of the Nominations and Operating Procedures Subcommittee recommended the adoption of the Operating Procedures as presented, with no changes noted. Dr. Hamilton acknowledged that no motion was needed due to the subcommittee’s recommendation and called for a vote of the Board members to accept the Operating Procedures. The Board voted unanimously to adopt the Operating Procedures dated March 09, 2020.
HEALTH DIRECTOR'S REPORT
Ms. Jennifer F. McCracken, Interim Health Director, stated she had a few additional items to report:

- COVID-19 update — Ms. McCracken commended the Public Health staff team for all of their work, tireless hours in preparation and presenting to various groups and agencies.
  - Currently, there are 2 confirmed cases of COVID-19 in NC.
  - The State has established a 24/7 hotline for anyone to call with questions.
  - Public Health is working on establishing a dedicated phone line for physicians to have for direct contact with nurses.
  - Public Health has established a nursing schedule rotation calendar for the month of March. Nurses rotate each day to accept any calls that may come in regarding COVID-19.
  - Public Health is hosting several community meetings — healthcare professionals, education, faith-based and non-profits, congregate care leaders, municipal/city leaders along with local colleges, etc.
  - Public Health website (red bar along top of page) directs community members to where they need to go to receive reliable, fact based information. Also directs citizens to the CDC, WHO and DHHS websites.
  - Reminder that if media, or a community member would like more information from the Board of Health, please have them contact Ms. Emily Killian, PIO at Catawba County Public Health.

- Fiscal Year 2020-2021 budget process — met with the County Manager earlier today. Budget meeting with County Commissioners is to be scheduled for May. Will continue to update the Board as things move forward.

- Reminder that the monthly infographics were included in the Board packet.

OTHER BUSINESS
None

CLOSED SESSION
Pursuant to North Carolina General Statute 143-318.11(a)(1), Dr. David Hamilton, requested the Board move into closed session to discuss information that is privileged or confidential pursuant to the law of this State or not considered a public record within the meaning of Chapter 132 of the General Statutes and under NCGS 143-318.11(a)(6) to consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee.

Mr. Dan Hunsucker made a motion that the Catawba County Board of Health adjourn regular session and for the Board to go into closed session. It was unanimously approved at 8:14 pm.

ADJOURNMENT
The Board returned from closed with a reminder that the next meeting is scheduled for Monday, April 13, 2020, at 7:00 pm. There being no further discussions, Dr. Hamilton asked for a motion to adjourn. Dr. Matthew Davis so moved and Mr. William Pitts seconded the motion. Dr. Hamilton adjourned the meeting at 8:40 pm.
Respectfully submitted,

Jennifer F. McCracken
Secretary to the Board of Health
Interim Health Director

JFM: day

Approved by Board of Health:  Monday, May 11, 2020