Catawba County Board of Health
Minutes
September 14, 2020

The Catawba County Board of Health met on Monday, September 14, 2020 at 7:00 pm via a Zoom meeting and at Catawba County Public Health, 3070 11th Ave Dr. SE, Hickory, NC 28602.

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

Members Absent:  
Ms. Gloria Costin

Staff present:  
Ms. Jennifer McCracken, Interim Health Director*
Mr. Jason Williams, Assistant Health Director*
Ms. Julie Byrd, Women and Children’s Health Administrator*
Ms. Honey Estrada, Public Health Strategist*
Ms. Emily Killian, Community Engagement Specialist
Ms. Chantae Lail, Medical Lab Manager/Preparedness Coordinator*
Ms. Jennifer Lindsay, WIC Director*
Ms. Megen 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*
Ms. Debra A. Young, Administrative Assistant II*

Guests:  
Ms. Lina Hall, Social Worker II*
Ms. Jasmin Barrera, WIC Peer Counselor*
Ms. Ashley Propst, Administrative Assistant I*
Mr. Kevin Griffin, Hickory Daily Record*

*Attended via Zoom meeting

CALL TO ORDER/ROLL CALL
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. Dr. Hamilton instructed the Board Members on the virtual meeting roll call and voting process. There were no questions regarding roll call or the voting process instructions.
APPROVAL OF THE AGENDA AND MINUTES
Dr. David Hamilton, Chair, stated that Board members had received the current meeting agenda and the minutes for August 10, 2020. Dr. Hamilton asked if there were any changes to the agenda or corrections to the prior meeting minutes. There being none, a motion was made to accept the agenda and minutes as presented. The agenda and minutes were unanimously approved via a virtual roll call vote of board members.

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.

NEW EMPLOYEES
Mr. Jason Williams, Assistant Health Director, stated that there were three new employees to introduce to the Board this month.

Ms. Lina Hall is a bilingual Social Worker II in the OBCM grant funded position seeing non-Medicaid patients. Ms. Hall previously worked at the Lincoln County Department of Social Services where she worked in Child Protective Services for over 5 years. Ms. Hall has her Bachelor’s Degree in Social Work from Appalachian State University.

Ms. Jasmin Barrera is a bilingual Breastfeeding Peer Counselor within the WIC Program. Ms. Barrera comes to Catawba County Public Health from Newton Vision Center where she was an Optometrist Assistant for over a year. Prior to that, Mr. Barrera worked as a Dental Receptionist at Dr. Michael Wimberly’s office in Hickory.

Ms. Ashley Propst is an Administrative Assistant I within Administration. Ms. Propst was with Caldwell County Health Department for 5 years before coming to Catawba County Public Health. She has a wealth of knowledge in medical records and referrals. Ms. Propst will be supporting Administration as well as the Health Promotion and Strategy team.

COUNTY COMMISSIONER’S COMMENTS
Mr. Dan Hunsucker, County Commissioner, stated that economic development in Catawba County is the best it has been in about 20 years and that the Sherrill’s Ford area has had major increases in home sales. Mr. Hunsucker also stated that the Catawba County unemployment rate has dropped to around 8 percent, which is phenomenal compared to where it was a few months ago.

2019-2020 YEAR-END BUDGET
Mr. Jason Williams, Assistant Health Director, provided the end of fiscal year 2019-2020 financial information. The PowerPoint and financial spreadsheets are attached to these minutes with highlights being:

Expenditures:
- Ended the fiscal year at 91.7% expended.
- Most expenditures were in line with budgeted amounts.
- Ended year at $8,841,269 ($795,509 under budget for the FY)
- Part time wages were covered by lapsing regular wages
• Renovations in Adult Health Clinic, Immunization Clinic
• COIVD-19 affected several expense lines this year

Revenues:
• Revenues are still being finalized by Catawba County.
• County Share and Fund Balance Appropriated will be utilized to equal expenses once all expenditures are paid.
• Restricted Funds are $99,732.28. These funds are saved for future use and include the KIN Fund, Duke Endowment, Breast Health Donations, CPR Training and Safe Sleep.

The 2019-2020 Year-end Budget Report and slides are attached to the Minutes.

2019-2020 YEAR-END OUTCOMES SUMMARY REPORT
Mr. Jason Williams, Assistant Health Director, gave an update on the 2019-2020 Year-End Outcomes. The three overarching goals were to (1) improve the health and wellbeing of women, infants, and children, (2) promote a culture of wellness in Catawba County by supporting communities and partnerships, and (3) to strengthen core public health functions to protect health and ensure community safety.

There were 13 specific outcomes that fell under the three main goals:
• Three outcomes were noted as not having an opportunity to be met due to COVID-19 school closures. However, two of the three outcomes were still met during the fiscal year.
• Out of the 13 specific outcomes, 11 were met, one had no opportunity to be met due to COVID-19 school closures and two were not achieved.

Mr. Williams stated that even with the challenges of COVID-19, it has been a successful year and the team is already looking at current year outcomes to assess them and see where Catawba County Public Health can approve.

The Year-End Outcomes Report is attached to the Minutes.

PUBLIC HEALTH BAD DEBT WRITE OFF
Mr. Jason Williams, Assistant Health Director, gave updated information on the Public Health Bad Debt Write-Off request. The presentation and account information was sent to the Board in their monthly Board packet and is also attached to the minutes.

Mr. Williams stated that the list of uncollectable, outstanding client balances is prepared annually and presented to the Health Director and the Board of Health per Catawba County Public Health’s Eligibility, Fee and Billing Policy. Those balances approved by the Health Director and the Board of Health will be written off. The Accounts Receivable system shall indicate the balance as one that has been written off.

Debt is considered uncollectable when there has been no activity within the past twelve months and/or the account is not eligible for the NC Debt Setoff Program. Currently, there are 89 accounts that have outstanding balances that meet the definition of uncollectible.
The Public Health Bad Debt Write-Off information is being brought to the Board of Health for approval as previously stated.

The Health Director requests the Board of Health approve the Bad Debt Write-off for $6,607.00.

After the presentation, Mr. Williams and Ms. McCracken fielded questions and then Mr. William Pitts made a motion to approve the Public Health Bad Debt Write-Off amount as presented. Mr. John Dollar seconded the motion. The Board voted unanimously, via a virtual roll call vote, to approve the Public Health Bad Debt Write-off in the amount of $6,607.00.

COVID-19 RESPONSE – SCHOOLS
Ms. Kimberly Spaulding, School Health Nurse Supervisor, provided an update on School Nurses COVID-19 response stating that both Catawba County Schools and Newton-Conover City Schools have opted for Plan B (mixed virtual and in person classes) and that Hickory Public Schools have been on Plan C (all virtual classes) for the 2020-2021 school year thus far. She continued her presentation outlining how School Nurse responsibilities have changed and highlighted some of the new skills and tasks they have started this year.

The PowerPoint presentation is attached to the Minutes.

FY2020-2021 SUBCOMMITTEES
Ms. Jennifer McCracken, Health Director, brought forth the current subcommittee member listing. Dr. Hamilton stated that all three subcommittees for fiscal year 2020-2021 are fully staffed and with no further discussion, Dr. Hamilton asked for a motion to approve the Subcommittees for the 2020-2021 fiscal year. Mr. William Pitts made a motion and Mr. Brian Potocki seconded. The Board voted unanimously, via a virtual roll call vote, to accept the slate of subcommittee members as presented.

HEALTH DIRECTOR’S REPORT
Ms. Jennifer McCracken, Health Director, stated she had a few additional brief comments to report:

Current COVID-19 Situation Report (as of 09/14/2020)

<table>
<thead>
<tr>
<th>Catawba County Positive Cases</th>
<th>Currently Hospitalized Positives</th>
<th>Catawba County Deaths</th>
<th>Catawba County Total Tests Completed*</th>
<th>Catawba County Negative Results*</th>
<th>Catawba County Recovered*</th>
</tr>
</thead>
<tbody>
<tr>
<td>2,847</td>
<td>12</td>
<td>49</td>
<td>24,587</td>
<td>21,797</td>
<td>2,546</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>NC Cases (per NCDHHS website)</th>
<th>NC Deaths (per NCDHHS website)</th>
<th>NC Tests Completed (per NCDHHS website)</th>
<th>NC Currently Hospitalized (per NCDHHS website)</th>
<th>US Cases (per CDC website)</th>
<th>US Deaths (per CDC website)</th>
</tr>
</thead>
<tbody>
<tr>
<td>185,781</td>
<td>3,060</td>
<td>2,634,819</td>
<td>895</td>
<td>6,503,030</td>
<td>193,705</td>
</tr>
</tbody>
</table>

Numbers current as of noon of the date of this report *Numbers updated weekly on Wednesdays

EOC Status: Open 08:00 – 17:00 State of Emergency: Yes Declared: 03/18/2020 08:00
• Drive-thru testing continues at Catawba County Public Health two times a week
• The triage line continues to remain active 7 days a week.
• School Superintendents have been very involved in school planning and are very appreciative of Public Health’s partnership.
• Public Health has begun planning for the upcoming COVID-19 vaccine release. The planning committee is drawing from prior H1N1 knowledge and is also researching the potential for vaccine hesitancy.
• The Health Directors annual evaluation will be held in October. Board of Health members will be receiving additional information/uploads from the County Manager’s Office.
• FY2020-2021 Board of Health Officer positions will be voted on in October.
• Reminder that the monthly infographics were included in Board packet.

OTHER BUSINESS
None

ADJOURNMENT
There being no further business, Dr. David Hamilton asked for a motion to adjourn. Mr. Dan Hunsucker so moved and Mr. William Pitts seconded the motion. Dr. Hamilton adjourned the meeting at 7:55 p.m.

Respectfully submitted,

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

JFM: day

Approved by Board of Health: October 12, 2020