

SCHD Advisory Committee Meeting Minutes
May 17, 2021

Advisory Board Members Attendance: Dr. Jeffrey Bell, Dr. Elizabeth Bryan, Robert Butler, Yire Hernandez, Linda Peterson, Jacqueline Howard.

County Health Department and Administration Staff Attendance: Wanda Robinson, Kory Hair, Tamra Jones, Kelly Parrish, Cherish Allen, Edwin Causey and Joel Starling.

- I. **Call to Order:** Dr. Jeffrey Bell, Chair, called meeting to order.

- II. **Invocation:** Jacqueline Howard gave Invocation.

- III. **Introduction of new SCHD Members:** Wanda introduced Cherish Allen as her new Administrative Assistant and Kory Hair as Environmental Health Supervisor.

- IV. **Approval of Minutes:**
 - a. **March 15, 2021 Minutes:** Motion to accept was made by Robert Butler, seconded by Jacqueline Howard. All in favor, motioned carried.
 - b. **March 29, 2021 Minutes:** Motion to accept was made by Jacqueline Howard, seconded by Linda Peterson. All in favor, motioned carried.

- V. **COVID-19 Update:**

-Kelly reviewed the attached update which included the CDCs acknowledgment that evidence suggests that fully vaccinated people are less likely to transmit COVID-19. Attachment also includes COVID-19 Testing report for May 17, 2021 and COVID-19 Vaccine Update.

-Wanda mentioned the Health Department is discussing Pfzier Vaccine, in hopes to start giving it next week. Order quantity has to be at least 1100 doses and has to be given in 7 days. Wanda has reached out to local providers to offer to give them small amounts. Dr. Bryan's office is calling to see who would be interested in vaccinating their children. Emily Spell, at the Health Department, made some calls today, as well, to see if we could get a count on how many people would be interested. If decided, an Ultra cold storage unit will be purchased.

-Sampson Regional will be offering Pfzier to children next Thursday from 3:00 until 6:00.

-Wanda also stated that since vaccine is expiring on the shelf, one vial of Moderna vaccine can now be opened to administer one dose to one person.

- VI. **Financial:**
 - a. **Financial Monthly Update:** Tamra Jones reviewed the attached monthly activity summary and revenue graphs. She states that the numbers are constant. WIC is also

doing very well, especially now that they are virtual. There are several programs above budget with Medicaid Revenue. Others have declined due to clinics not being open. All categories in the Local Revenue are still up. Up by \$70,000 YTD, being mostly Environmental Health, which is up \$30,000 from 2020.

-Tamra stated that there are 3 patient accounts that are at the point of being sent to collections. The amount of these accounts do not justify stamps or sending them to collections. Account 1 is for \$1.03, Account 2 is for \$0.60 and Account 3 is for \$0.82; Totaling \$2.45. Tamra is asking that this be considered as a write off. In the event that the patients return, they will be billed and asked to pay.

*Motion to approve write off of delinquent accounts made by Robert Butler and seconded by Linda Peterson.

-Tamra requested that the LabCorp Lupus Panel be added. It consists of 4 tests totaling \$1545.95. Insurance will pay or patient will be billed if they do not have insurance coverage. Wanda states that we will bring this back to the next meeting. She would like to discuss alternatives due to price.

b. Fee Schedule Revision:

-Vaccine Fee Revision: Tamra reviewed the Vaccine Requested Fee Changes and Additions for the new Fiscal Year 21-22 that is attached.

-Fee Schedule Revisions for Environmental Health: Kory is requesting an increase in Fees; Incremental increases, not large increases. Surrounding Counties have higher fees as well. Although most permits are for standard size homes (5 BR or less), fees should increase for larger home and businesses. Fees for Permit are good for 5 years. If denied, customer can get a refund. Environmental Health is getting 60-70 applications per month and staff is having to go back and forth to property, sometimes several times. This increases time, energy and wear and tear on County Vehicles. Fees have not been increased since 2017. Fee Schedule Revisions is attached.

*Motion to approve new fees was made by Robert Butler and seconded by Yire Hernandez.

VII. Environmental Health Report:

- a. QA Summary: This area has not been worked on a lot due to COVID and being understaffed. As long as restaurants were inspected, the state was ok with this. There will be a CAP in place. The listed polices will help with this. Wanda stated when someone is looking at us annually, it makes us better. Right before accreditation someone will come and look at Onsite to help us.
- b. Prioritization Summary: Policy attached. Motion to approve made by Linda Peterson and seconded by Dr. Bryan.
- c. Quality Assurance Policy: Policy attached. Motion to approve made by Linda Peterson and seconded by Robert Butler.

