

**SAMPSON COUNTY BOARD OF HEALTH MEETING MINUTES
MARCH 20, 2017**

The Sampson County Board of Health met on March 20, 2017 at 7:00PM. The following members were present: Mr. Paul Bradshaw-Chair, County Commissioner Harry Parker, Dr. Jeffrey Bell, Dr. Elizabeth Bryan, Dr. Beth Turner, Jacqueline Howard, Allie Ray McCullen, Linda Peterson, Linda Heath, Charlotte Harrell and Wanda Robinson, Secretary.

Members not present: Robert Butler

Mr. Paul Bradshaw, Chair, called the meeting to order.

Approval of January 23, 2017 Minutes:

Paul Bradshaw, Chair, requested a motion to accept the January 23, 2017 minutes as mailed. Motion made by Dr. Turner to accept minutes, seconded by Dr. Bell. Motion carried.

Additions/Deletions to Agenda:

WIC Funds: \$4026.00

**Annual Board of Health Education Training:
Environmental Health Presentation by Wanda Robinson & Perry Solice**

Wanda Robinson and Perry Solice provided an educational training on Environmental Health laws, regulations and requirements. Information included: state and local budgets and fees; North Carolina General Statutes governing Environmental Health Services; local services that are available; staffing; activity summaries; fees; and upcoming CitizenServe – an online permitting service; and new documentation and recordkeeping updates. See Attachments.

Consent Agenda:

Consent agenda items have been reviewed by the health director and are recommended for approval for the Board.

1. Electronic Health Record Policy and Procedure: The policy was emailed and mailed to members on March 15, 2017 for review. Mr. Paul Bradshaw requested a motion to approve. Motion made by Jacqueline Howard, seconded by Linda Peterson. Motion carried. The policy is available in the Health Department and on the Health Department website.
2. OSHA Policy Manual: The policy was emailed and mailed to members on March 15, 2017 for review. Mr. Paul Bradshaw requested a motion to approve. Motion made by Dr. Bryan, seconded by Dr. Turner. Motion carried. The policy is available in the Health Department and on the Health Department website.

3. Communicable Disease Report: Mr. Paul Bradshaw requested a motion to approve. Motion made by Commissioner Harry Parker, seconded by Linda Health. Motion carried. See attachment.

Financial Report:

Tamra Jones and Board members discussed the Activity Summary and Budget Report. New WIC funding of \$4026.00 discussed. Motion made by Jacqueline Howard to accept the Budget Report and WIC funds, seconded by Linda Peterson. Motion carried.

Health Director:

Discussion of the budget presentation for the April 17, 2017 Board of Health Meeting. Board members stated they wanted it presented the same way as last year.

Public Comment:

None

Adjournment:

There being no further business, motion was made by Commissioner Harry Parker to adjourn, seconded by Dr. Bell. Motion carried.

Paul G. Bradshaw 4-17-17
Chairman Date

Wanda Reeves 4/17/2017
Secretary Date