

**SCHD Advisory Committee Meeting Minutes
January 25, 2021**

Attendance: Dr. Jeffrey Bell, Dr. Elizabeth Bryan, Robert Butler, Dr. Cynthia Davis, Yire Hernandez, Jacqueline Howard, Allie Ray McCullen, Commissioner Leitha Lee and Linda Peterson.

Health Department and Administration: Wanda Robinson, Perry Solice, Kelly Parrish, Tamra Jones, Edwin Causey and Joel Starling. Martina Copeland

I. Call to Order:

Jacqueline Howard, Chair called meeting to order.

II. Invocation:

Commissioner Leitha Lee gave invocation.

III. Introduction of New Advisory Committee Members:

- a. Wanda Robinson introduced our new County Commissioner – Leitha Lee and welcomed her. The Oath was administered to Commissioner Lee by Perry Solice.
- b. Linda Peterson was reappointed for a third three-year term.

IV. Election of Chair:

Nominations: Jacqueline Howard nominated Robert Butler for Health Advisory Board Chair. Dr. Jeffrey Bell seconded. Robert Butler declined. Jacqueline Howard nominated Dr. Jeffrey Bell for Health Advisory Board Chair. Robert Butler seconded. Dr. Jeffrey Bell accepted the nomination. All in favor vote was received. Motion carried – Dr. Jeffrey Bell elected Health Advisory Board Chair.

V. Election of Vice Chair:

Nominations: Jacqueline Howard nominated Dr. Elizabeth Bryan for Health Advisory Board Vice Chair. Dr. Cynthia Davis seconded. Dr. Elizabeth Bryan accepts nomination. All in favor vote received. Motion carried – Dr. Elizabeth Bryan elected Health Advisory Board Vice Chair.

VI. Approval of Minutes:

November 16, 2020:

Motion to accept the committee meeting minutes for November 16, 2020 was made by Robert Butler, seconded by Linda Peterson. All in Favor. Motion carried.

VII. Covid -19 Update:

Kelly Parrish gave an update on the COVID-19. North Carolina as a state: Overall, cases seem to be leveling off. Hospitalizations are declining compared to the last two weeks. The positivity rate is 10.2%. Sampson County: Total cases = 6,116 with 78 deaths. Since January 11, 2021, we have had 528 positive cases. Our positivity rate is 10%. According to the County Alert System that was updated 1/21/21, we are still a red county meaning we have critical community spread.

Vaccines: Goal is to get the vaccine in arms within 7 days of receiving the shipment. Allocations are based on the amount of vaccine that is given and entered into CVMS (COVID

Vaccine Management System). Work is now being done to provide more consistent allocation to help counties better prepare for vaccination clinics. Sampson County had given a total of 3,075 doses. The health department alone has given 2,587 of that amount. On Saturday, January 23rd, the health department vaccinated 1,385 people that were ages 65 and older in our mass drive-through event. The event was very successful and included several of our community partners such as Emergency Management, CPD, SCSO and the staff at the Expo Center. We are currently providing vaccines to Groups 1 and 2: Healthcare Workers and LTC Staff and Residents & Older Adults. Our next group will be Group 3: Frontline Essential Workers. We are unsure when the vaccinations for this group will begin.

Robert Butler asked: "What was our original supply of shots?" "How many shots did we have to give?" Kelly responded: Sampson County has given 3,075 shots.

Dr. Jeffrey Bell mentioned he had heard good things about our events.

VIII. HIPAA Policy Revision:

Wanda Robinson indicated there were not changes to the HIPAA Policy. It is up for annual review. Dr. Cynthia Davis made a motion to approve the HIPAA Policy. Jacquelin Howard seconded. All in favor. HIPAA Policy was approved.

IX. Annual Report:

The annual report was presented for information only by Wanda Robinson. From February 2020 – December 2020, COVID has been our top priority. Health Department staff continues to provide mandated and priority services. Environmental Health continues to "bust at the seams" with a high amount of traffic in their area.

The annual report is for Health Advisory Board review and will be taken to the County Commissioners.

X. Telehealth Policy:

Kelly Parrish presented the Telehealth Policy. This is new for the Health Department. Telehealth has come about due to COVID.

With Telehealth, we can provide services and reduce exposure risk. The policy explains the process and how we do the appointments.

Dr. Beth Bryan made a motion approve the Telehealth Policy as presented. Linda Peterson seconded. All in favor. Motion passed.

XI. Financial:

a. Monthly update:

Tamra Jones reviewed the attached monthly activity summary and the revenues graphs and numbers attached.

b. COVID AA716 & AA543 Funding:

Tamra Jones discussed funding for COVID Vaccination AA716 for \$36,466. Plan to use in Salary/Fringe. Motion to accept the \$36,466 funding made by Allie Ray McCullen, seconded by Jacqueline Howard. All in favor. Motion carried.

Tamra Jones discussed additional COVID funding AA543 for \$247,372.00. Plan to use in Salary/Fringe, Medical Supplies, Department Supplies, Advertising, Rental Equipment, Lab Services, Contract Services, etc. Motion to accept additional COVID funding made by Dr. Beth Bryan, seconded by Robert Butler. All in favor. Motion approved.

c. BCCCP Additional Funding:

Tamra discussed additional funding for the BCCCP program of \$75.00. Motion to accept additional funding made by Jacqueline Howard and seconded by Yire Hernandez. All in Favor. Motion carried.

d. Lab Fee Update:

86317 – Hep B Surface Antibody - \$43.90 – effective 1/12/2021
88142 – Pap w/Reflex HPV - \$53.00 – effective 12/1/2020
OL016 – Pap w/automatic HPV - \$53.00 – effective 12/1/2020
82043 – Urine Albumin - \$64.06 – effective 1/28/2021

Motion to accept LabCorp fees added to fee schedule with retroactive dates made by Jacqueline Howard, seconded by Yire Hernandez. All in favor. Fees approved.

XII. Health Directors Report:

a. SCHD Advisory Committee Members List

Wanda Robinson referenced the new advisory committee members list.

b. SCHD Advisory Committee 2021 Meeting Schedule

Wanda Robinson presented the SCHD Health Advisory Committee Meeting Dates. Wanda also discussed she would like to bring meetings back in house going forward and we can make the change back to call-in if necessary. Motion to approve meeting dates and time made by Jacqueline Howard, seconded by Linda Peterson. All in favor. Meeting dates and times were approved.

c. Dangerous Dog Report

Wanda Robinson discussed upcoming Dangerous Dog appeal. These must be scheduled within three working days of dangerous dog determination. We have one scheduled at the Health Department in the large conference room on January 27, 2021 at 6:30 pm. The group will be able to socially distance and follow the CDC rules. Information has been sent out about the incident to the members.

Dr. Jeffrey Bell mentioned he may be available at 6:30 pm Wednesday (January 27, 2021) and Dr. Beth Bryan is not sure she will be able to attend as she thought it was a call-in meeting. Jacqueline Howard will chair the meeting if neither of them are able to attend.

XIII. **Public Comment:**
No public comment.

XIV. **Adjournment:**
No further business, motion to adjourn meeting made by Allie Ray McCullen, seconded by Robert Butler. All in favor. Motion carried.

[Signature] GBM 3-29-21
Chair Date

Wanda Felton 3/29/21
Secretary Date