



**HOKE COUNTY
Department of Public Health**

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Hoke County Board of Health Minutes

Regular Meeting **Special Meeting**

January 11, 2021 at 7:00 PM

Hybrid Meeting (Conference Room & Zoom)

I. Call to Order

The meeting convened at 7:03PM with Mr. Keith Walters, Chair, presiding, and Helene Edwards, Secretary. Invocation given by Mr. James Davis.

Introduction of Board of Health members

Members Present	Commissioner Lonnie Baldwin, James Davis, Vice Chair; Kathryn Hostetter; Leah Leach; Gail Lowery; Ellen McNeill; Chris Pusey; Dr. Mark Thompson DDS; and Keith Walters, Chair
Members Absent	Dr. Susan Hendrix OD
Staff Members Present	Melissa Baxley, Jenny McDuffie, and Dr. Karen Smith, Medical Director
Public Attendance	Mrs. Baldwin

Quorum: Yes

II. Approval of Meeting Agenda

Motion made by Ms. Ellen McNeill and seconded by Commissioner Lonnie Baldwin to approve the **January 11, 2021** Board of Health meeting agenda. **Motion carried unanimously.**

III. Approval of Minutes

Motion made by Mr. Davis and seconded by Ms. McNeill to approve the minutes from the November 9, 2020 regular Board of Health meeting as submitted. **Motion carried unanimously.**

IV. Public Comments

- None

V. Old Business

Board of County Commissioner Meetings

Helene Edwards, Health Director

November 16, 2020 BOCC Meeting

- The Hoke County Commissioners approved the following agenda items:
 - The Hoke County Health Department received **\$11,006.00** from the Division of Public Health for the enhancement of influenza activities and the implementation of innovative local solutions to achieve increased vaccination coverage during the COVID-19 pandemic.
 - The proposed clinical service fees for pneumonia vaccine **\$130.00** and the COVID-19 Rapid Test (In-house lab) of **\$53.00**.
 - The purchase of the Patagonia Mass Vaccination App of **\$10,900.00**.

December 7, 2020

- The 2019 Child Fatality Report was presented by Hoke County Department of Social Services.

December 21, 2021

- The Hoke County Commissioners approved the Hoke County Board of Health reappointments for Mrs. Ellen McNeill and Mr. James Davis for another term.

New Business

Hoke County Environmental Health Update

Helene Edwards, Health Director

- Mr. Jeff Eudy, Environmental Health Coordinator, retired with 27 years of service with Hoke County.
- The Environmental Health Coordinator position is posted; however, the departments need to contract with a couple of registered sanitarians to complete the backlog of on-site wastewater permits.
- The proposed contracts are \$50.00 per hour for 16 hours a week maximum. Since the contractors must be currently employed as an RS within a North Carolina county, the work will be conducted in the evenings and weekend.
- The proposed contracts will extend until June 30, 2021.

Motion made by Mr. Davis and seconded by Ms. Leah Leach to approve the contracts for Environmental Health Registered Sanitarians to complete delinquent onsite wastewater permits. **Motion carried unanimously.**

Hoke County Health Department COVID-19 Vaccine Update

Helene Edwards, Health Director
Melissa Baxley, Nursing Director

- The Hoke County Health Department started COVID-19 vaccinations on December 29, 2020.
- As of January 8th, Hoke County Health Department vaccinated 178 recipients.
- The current COVID-19 vaccine recipients are Group 1a Healthcare Workers and Group 1b 75 years and older.
- Hoke County remains a red county with high percentage of COVID-19 positive cases.
- Hoke County has 3148 positive cases with 402 active cases in isolation.

- **Medical Director Update**

Dr. Karen Smith, Medical Director

- Dr. Smith explained the importance of vaccinating individuals in rural communities.
- Dr. Smith discussed the side effects of both Pfizer and Moderna vaccines.
- Question and answer session on the COVID-19 pandemic and procedures for vaccinations.

Clinical Update

Melissa Baxley, Nursing Director

- The COVID-19 pandemic reporting and case investigation continues to be the top priority of clinicians at the Hoke County Health Department.
- As a COVID-19 vaccine provider, additional employees have been contracted to help meet the demand.
- Ten employees completed the North Carolina Electronic Disease Surveillance System training on January 5th and 7th.
- More clinical staff are being trained in COVID Vaccine Management System (CVMS).

Administrative Update

Jenny McDuffie, Asst. Health Director

- The following table summarizes the finances for October 2020

	October 2020
Revenues	189,173.55
Expenditures	345,891.73
State Funds Used	
State Funds Used	95,672.25
Local Appropriations	148,019.31
Medicaid	52,524.82
Fees	49,675.35
Total (<i>Expenditures</i>)	345,891.73

- The following table summarizes the finances for November 2020:

	November 2020
Revenues	214,440.25
Expenditures	265,334.25
State Funds Used	
State Funds Used	88,069.34
Local Appropriations	66,456.27
Medicaid	81,784.04
Fees	29,024.60
Total (<i>Expenditures</i>)	265,334.25

Health Director's Update

Helene Edwards, Health Director

- NC DHHS has contracted Optum Serve Labs to provide COVID-19 testing in Hoke County for 1/31/2021.
- COVID-19 vaccinations are the priority at the present time.

VI. Closed Session

None

VII. Other Business

None

VIII. Next Meeting Date

Next regular meeting will be Monday, February 8, 2021 at 7:00 PM.

IX. Adjournment

- ❖ The meeting ended at 8:10 PM.

Motion made by Ms. McNeill and seconded by Commissioner Lonnie Baldwin to adjourn the Board of Health meeting. **Motion carried unanimously.**

Respectfully submitted by:

Helene Edwards

Helene Edwards
Board of Health Secretary

2/8/2021

Approval Date