

**PENDER COUNTY HEALTH DEPARTMENT
ADVISORY BOARD OF HEALTH MEETING**

Minutes

November 12, 2015

The Pender County Advisory Board of Health held a regular meeting on Thursday, November 12, 2015 at 5:00 p.m. in the Pender County Hampstead Annex.

Board Members Attending:

- Kim Collins, Chair
- Jack Swann, Vice-Chair
- Angela Livingood
- George Brown

Board Members Absent:

- Nicole Buchanan
- Pammela Baker
- Jan Dawson

Health Department Staff Attending:

- Carolyn Moser, Director of Health and Human Services
- Vencent Dodge, Environmental Health Supervisor
- Shirley Steele, Director of Nursing

Minutes taken by: Marti Smith, Administrative Assistant

Visitor: Dr. Rick Edwards
Nick Spiller, Eagle Scout candidate

Meeting called to order by: Kim Collins, Chair

Welcome and Introductions

Carolyn Moser introduced Angela Livingood as a new Advisory Board member. Existing members introduced themselves. Ms. Livingood stated she joined the advisory board as a Public member and is the pharmacy manager at Pender Memorial Hospital. The board welcomed Ms. Livingood. Mrs. Moser invited Ms. Livingood to come by the health department for a tour. Mrs. Moser introduced Dr. Rick Edwards and his son, Nick Spiller, stating Nick was sitting in on the meeting as part of the Eagle Scout process. Mrs. Moser informed the board the engineer representative Mark Walton tendered his resignation effective immediately from the advisory board. Discussion was made.

Public comment: None

Action Items:

➤ **Approval of the Agenda**

Kimberly Collins presented the agenda for approval. A motion was made to approve the agenda by Jack Swann. George Brown seconded the motion. The motion passed unanimously

➤ **Approval of the Minutes**

The minutes from the *September 10, 2015* board meeting were presented for approval. George Brown made a motion to approve the minutes. Jack Swann seconded the motion. The motion passed unanimously.

➤ **Approval of 2016 Board Meetings**

Mrs. Moser presented the board with two different options for the 2016 meeting schedule. One representing a continuation of the every other month schedule and the other representing a quarterly schedule. Discussion was made. The board determined as long as emergency meetings could be called if needed, moving to a quarterly meeting schedule would suffice. Jack Swann made a motion to move to a quarterly meeting schedule. George Brown seconded the motion. The motion passed unanimously.

Discussion Items:

➤ **Vapor Free Businesses/Restaurants**

Mrs. Moser stated the health department sent a letter to all the eating establishments in Pender County, asking them to voluntarily agree to eliminate e-cigarettes. Mrs. Moser stated information regarding the dangers of e-cigarettes was sent along with a “no vaping” window cling. Mrs. Moser stated response has been good, and many restaurants are agreeing to voluntarily post the no vaping signs. Mrs. Moser continued, stating some restaurants decided they would not do anything unless they received complaints about the vaping. Mrs. Moser stated WECT did a news story regarding no vaping in local restaurants, with the Burgaw Subway being one of the establishments interviewed. Mrs. Moser stated she has seen several “no vaping” window clings around town. Discussion was held about e-cigarettes and potential harm to other's health. They were pleased to hear about the proactive approach taken.

➤ **2015-2016 First Quarter Budget**

Mrs. Moser directed the members to the budget sheet included in their packet. Mrs. Moser explained first quarter numbers and how state dollars are coming in. Discussion was made.

➤ **HIV Infection Rate**

Shirley Steele reviewed the HIV handout with the board members. The handout included statistical information regarding HIV and stated there were 63 people diagnosed with HIV, living in Pender County as of 12/31/2014. Discussion was made. Mrs. Moser informed the board that the health department has partnered with Coastal Horizons who are offering rapid HIV and Hepatitis testing once a week.

➤ **Flu Report/Update**

Shirley Steele stated 975 doses of flu vaccine have been given so far this year with 400 of those going to children. Mrs. Steele stated the health department has been to Surf City, Topsail Beach, Burgaw Senior Center, and numerous health fairs to give flu vaccines. Mrs. Steele stated numbers are lower due to the availability of the vaccine at many pharmacies, etc. Mr. Brown had spoken to a school board member about allowing health department staff into the schools to administer the flu vaccine. Mrs. Moser informed the board she and Mrs. Steele met with Dr. Cobb again this year and vaccines will be available to teachers and staff at Heide Trask and Topsail High Schools. Discussion was made.

➤ **Environmental Health Update**

Vencent Dodge updated the board on environmental health services. He stated food and lodging remained at 100%. Mrs. Moser stated additional funding is given for remaining at that percentage. Mr. Dodge showed an on-site wastewater application comparison between 2014 and 2015. Mr. Dodge stated turn-around time is 2 weeks and builders are happy. Mr. Dodge stated there are 6 sanitarians total at the health department including 3 on-site inspectors, 1 well inspector, and 2 restaurant inspectors. Mr. Dodge supplied the board members with several highlights of the 2015 Reform Act that affect environmental health. Discussion was made. Mr. Dodge stated Ener Gov,

the centralized permitting software is a work in progress. Zoning and Code Enforcement are currently using the program.

Informational Items:

- *Public Health Preparedness Exercise*
Shirley Steele stated Friday, November 13th will be a full scale preparedness exercise. Mrs. Steele stated the exercise is to determine how many people can be seen in an hour if faced with an epidemic outbreak.

- *Health Care Heroes Event*
Mrs. Moser informed the board she was nominated as a “Health Care Hero” by the Greater Wilmington Business Journal. The event is to be held on November 21, 2015. All board members are invited.

Closed Session: No

Adjourned meeting: Motion was made to adjourn by George Brown. Angela Livingood seconded the motion. Motion passed. Meeting adjourned 6:10 p.m.

Next meeting: January 14, 2016 at 5:00p.m.in the Burgaw Health Department.