

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

**Revised Minutes**

**March 12, 2015**

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

**Board Members Attending:**

- Kimberly Collins, Chair
- George Brown
- Jan Dawson
- Jack Swann
- Pammela Baker

**Board Members Absent:**

- Jimmy Holland
- Darlene Lewis
- Nicole Buchanan

**Others Attending:**

- Carolyn Moser, Director Health & Human Services
- Shirley Steele, Director of Nursing
- Randell Woodruff, County Manager
- Vencent Dodge, Environmental Health Supervisor
- Marti Smith, Administrative Assistant

**Minutes taken by:** Marti Smith

**Meeting called to order by:** Kimberly Collins, Chair

**Welcome and Introductions**

Mrs. Collins opened the meeting and thanked all for coming.

**BOH Membership**

Mrs. Moser stated Jimmy Holland had moved to Gaston County and was no longer a Pender County resident. Discussion was made. It was determined Mr. Holland would no longer be an advisory board member effective March 12, 2015.

**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 George Brown. Jan Dawson seconded the motion. The motion passed unanimously.

➤ **Approval of the Minutes**

The minutes from *January 8, 2015* board meeting were presented for approval. George Brown made a motion to approve the minutes. Jan Dawson seconded the motion. The motion passed unanimously.

**Discussed Items:**

➤ **Environmental Health Update**

Vence Dodge passed out an environmental health handout to all board members. Mr. Dodge stated food and lodging scored 100% last quarter. Mr. Dodge stated swimming pool season started and letters and applications have been sent out. Mr. Dodge stated the local jail had been inspected. Septic and wells has continued to be very busy. Mr. Dodge stated he is currently short two employees and he is quoting a four week turn-around time. Mrs. Moser stated County Manager, Randell Woodruff, signed off on an applicant to start by the end of March. Discussion was made.

➤ **Video *What is Public Health***

Mrs. Moser shared a video with the board members. The video was made to help explain and promote Public Health. It was suggested the video be shown at a commissioner meeting.

➤ **Military/Civilian Regional Team Meeting**

Mrs. Moser stated she and Mrs. Steele were invited to Onslow County along with 5 or 6 other surrounding counties to take part in a discussion with military personnel regarding preparedness, bioterrorism and natural disaster response.

**Informational Items:**

- *Eastern District NCPHA May 6-8, 2015*  
Mrs. Moser stated she is the president-elect of the Eastern District NCPHA. Mrs. Moser stressed the importance of participating in your professional organizations.
- *NCPH Nurse Supervisors Association*  
Mrs. Moser stated Shirley Steele has taken on the leadership role of chair for the NC Public Health Nurse Supervisors Association. Discussion was made.
- *Farm Worker Grant Funding*  
Mrs. Moser stated the health department was awarded another year of farm worker grant funding in the amount of \$233,434. Mrs. Moser stated the state often recognizes our program as an example to other counties.
- *School-Based Health Center grant funding*  
Mrs. Moser Stated grant funding for both school based health centers, Pender High and Burgaw Middle, was granted in the amount of \$45,522 a year for each center for the next three years. Discussion was made.
- *Chronic Disease Self-management Course*  
Mrs. Moser stated the 6 week course will be held at the Surf City Community Center.

- *Health Education and Prenatal Classes*

Mrs. Moser stated a part time health educator has been hired to help start the prenatal classes. Mrs. Steele stated the classes are to start in June, 2015.

- *Registered Dietician on WIC Staff*

Mrs. Moser stated Cindy Harms was hired as a Registered Dietician in WIC. Mrs. Moser explained medical nutrition therapy and weight management issues can now be billed out.

- *National County Health Rankings will be released March 25, 2015.*

- Mrs. Moser stated she is going to meet with the Public Water Supply department to address the water quality violations noted in the Community Health Assessment. She clarified the violations were not from wells.

- *National Public Health Week, April 6-12, 2015*

**Closed Session:** No

**Adjourned meeting at:** Motion was made to adjourn by Jan Dawson. George Brown seconded motion. Motion passed. Meeting adjourned 6:12 p.m.

**Next meeting:** Thursday, May 14, 2015 at 5:00p.m. in the **Pender County Health Department** board room, Burgaw.