

**Madison County Board of Health Meeting**

**Thursday, September 23, 2021, 6:00 PM**

**Via Zoom**

**Members Present**

**Dr. Robert Adams DDS, Chair  
Dr. Suzanne Sheldon, DVM  
Andrew Thomas, Public  
Larry Peek, Engineer**

**Diana Rogers, RN, Public  
Cheryl Conway, PHD, RN  
Crystal Webb, Public  
Dr. Melissa Robinson MD. Ex Offio**

**Members Absent**

**Rachel Smith, RN and Vice Chair  
Matthew Wechtel, Commissioner**

**Dr. Shannon Dowler, MD  
Hanna Hardin, Pharmacist**

**Regular Meeting**       **Special Meeting**

**MINUTES**

**I. Welcome and Call to Order**

Chair Adams call the meeting to order at 6:00 PM

**II. Consent Agenda- Approval of**

- a. Agenda: Chair Adams asked for a motion to approve the agenda. Diana Rogers asked to remove the Plaque discussion from the agenda, as she is awaiting additional information. Suzanne Sheldon made a motion to approve the amended agenda and Diana Rogers 2<sup>nd</sup> the motion. The amended agenda was approved unanimously.
- b. Board of Health Minutes, July 22, 2021: Chair Adams asked for a motion to approve the July 22, 2021 minutes. Suzanne Sheldon made a motion to approve the minutes as submitted and Diana Rogers 2<sup>nd</sup> the motion. The July 22, 2021 minutes was unanimously approved.

**III. Public Input Session:** Mr. Robert Steinglass community member was present for the public session input. Mr. Steinglass thanked the staff of the MCHD for all of their work and dedication to keep our community safe. Mr. Steinglass has worked in public and understands the challenges the staff face. Mr. Steinglass encourages everyone to continue to look for opportunities to increase our vaccine rates.

**IV. Announcements:** Please remember Kathy Price and her family as her daughter in law passed away this week.

**V. Case Study- Monoclonal Antibodies** Dr. Robinson presented to the Board members a case study on Monoclonal Antibodies. The report explained antibodies, history of development, who the treatment is recommended for, and supply issues. The board members were given the opportunity to asked questions.

**VI. New Business:**

a. BOH Operating Procedures: Tammy explained that this is the annual review for the BOH Operating Procedures. This meets Accreditation Benchmark 34. Activity 1 and provides the board members with an opportunity to review the procedures, discuss them and make recommendations for any changes. The BOH reviewed the Operating Procedures, and the following recommendations/changes/ clarifications were discussed:

1. Page-5 *Due to extreme situations meetings may be cancelled by the Chair or Vice- Chair if deemed necessary.*
2. Page-6 Emergency Meeting: *Written or oral notice shall be given to each board member and posted at the health department main office and on the Madison County Health Department website.*
3. Page-6: *Members should contact the Secretary no less than 2 days prior to a meeting to place an item on the agenda. (Changed from 10 days to 2)*
4. Page- 8 Minutes – *clarifying on website and paper copy to hand out once approved.*

Discussion occurred concerning whether Dr. Robinson, ex-officio, was a voting or not member, we need to look at county policy. Tammy will provide clarification at the next meeting.

Chair Adams asked that a motion be made to approve the BOH Operating Procedures with the changes and clarifications that were discussed. Crystal Webb made a motion to accept the changes to the BOH Operating Procedures. Larry Peek 2<sup>nd</sup> the motion. The motion was unanimously approved.

b. BOH Handbook: Tammy reported that normally the BOH handbook is reviewed and approved at the September meeting, however due to the many other tasks currently being worked on the handbook revisions are not complete. Tammy reminded the BOH that their handbook has various items, such as the CHA, CHIP and SOTCH and needs to be updated annually. Tammy apologized to the board and asked if they would be willing to postpone the review and approval until the November meeting.

Chair Adams expressed an understanding and asked for a motion to move the BOH Handbook approval until the November meeting. Crystal made the motion to wait until the November meeting to review the handbook and Diana 2<sup>nd</sup> the motion. The motion was unanimously approved.

c. COVID-19 Updates: Tammy provided the Board with an update on the COVID-19 cases in the region and county. She also provided updates on vaccines, tests and community partners associated with our COVID-19 work. The board was given an opportunity for discussion and to ask questions.

d. Opioid Settlement: Tammy provided the Board with an update on the Opioid Settlement. Madison County was one of the initial counties involved in the litigation. Tammy, Rachel Potter and Heather Sharp provided a high-level overview of the settlement requirements and some suggestions to the interim county manager and commissioner Wechtel recently. The MCHD applied for a planning grant with Dogwood Health to help plan for the best use of these funds. We are very hopeful to be awarded this grant and will learn of the results mid-October. The Board was given an opportunity for discussion and to ask questions.

## **VII. Administrative Reports:**

a. Medical Director's report: Dr Robinson reported on the following topics and opportunity was provided for discussion and questions.

- Tuberculosis training
- MAT-new signs
- Pharmacy Grant
- Need for Bariatric grant
- Updating policies
- Healthcare staffing issues
- COVID
- Dr. Robinson attended school board and County Commissioners meeting
- Western NC physicians sign joint letter recommending vaccine
- Vaccine 3<sup>rd</sup> dose vs Booster
- Evidence reviews for mask

b. Heath Director's report: Tammy gave updates and reported the following to the board members. Opportunity for discussion was given for each topic.

- Staffing Report: WIC administrative assistant still vacant – interviews being held, Billing position -currently conducting interviews, Lab Supervisor/Preparedness Coordinator -position posted, Authorized EH Staff – position posted
- CD RN hired and doing great and Dr. Bendik Clark is working on the COVID response team
- COVID AAs – School, Health Dept Liaison, RN til 6/30/2022 Advancing Equity position til 6/30/2022

- Providing COVID vaccine at the MCHD daily, as well as community events and homebound residents.
  - School and Juvenile Vaccine events
  - FEMA to assist with mass vaccines on Oct 12, 20, 28, if Moderna approved at that time
  - 93,000 Americans died from drug overdoses last year. This is up 30% from 2019. MAT Grants
  - DPI and DHS meetings occurring routinely to discuss needs and successes
  - Downstairs EH workspace, need work with electrical, insulation, sound barrier, drop ceiling and sheetrock
  - Playground work, Playnation, grading work, moving forward with retaining walls
  - Pisgah Health Trust, Health Champions identified safe housing as a county priority. Group took a tour to Givens Estate and met with leadership team there. We have plans to present this need/goal to our county commissioners.
  - WART and local paper interviews to provide updates and education
  - Decedent Affairs, HCA
  - Regional Vaccine Meetings and swap shop
  - Electrical issue with fire system, resulted in need for a new fire box. This cost is not in our budget. Will work with Marla to file insurance claim.
  - Public Record Request sent to all 100 counties, NCAHLD have hired an attorney to assist
- c. Financial Reports: Tammy reviewed the financial reports that were in the BOH packet for this meeting with the board members. Opportunity was given for questions and discussions.

#### **VIII. Other Business**

- IX. Adjournment:** Chair Adams asked that motion to adjourn be made. Crystal Web made a motion that the meeting adjourn. Suzanne Sheldon 2<sup>nd</sup> the motion. The next meeting November 18 at 6:00 PM