

**Madison County Board of Health Meeting**  
**Thursday, May 28, 2020 6:00 pm**  
**Zoom meeting due to COVID-19 Join Zoom Meeting**  
<https://zoom.us/j/93751762769?pwd=SzVNYtNYW9CSkYwUmxMWndEbm4zd09>

**Members**

Dr. Robert Adams DDS, Chair  
Dr. Suzanne Sheldon, DVM  
Andrew Thomas, Public  
Dr. Melissa Robinson MD  
Larry Peek, Engineer  
Crystal Webb, Public

Rachel Smith, RN and Vice Chair  
Matthew Wechtel, Commissioner  
Loretta Leake, NP  
Diana Rogers, RN, Public  
Hanna Hardin, Pharmacist  
Dr. Marianna Daly, M.D. Ex Officio

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

**Members Absent**

Andrew Thomas, Public

Hanna Hardin, Pharmacist  
Loretta Leake, NP

**Minutes**

**I. Welcome and Call to Order**

Chair Adams called the meeting to order at 6:00 PM      Chair, Adams

**II. Approval of**

Chair, Adams

a. **Agenda**

Chair Adams asked for a motion to approve the agenda. Rachel Smith made a motion to approve the agenda. Dr. Sheldon 2<sup>nd</sup> the motion. Motion passed unanimously.

b. **Board of Health Minutes, January 30, 2020 and Special Meeting May 15, 2020  
January 30, 2020**

Chair Adams asked for a motion to approve the January board minutes. Larry Peek made the motion to approve the minutes, 2<sup>nd</sup> by Rachel Smith. Motion passed unanimously.

**Special Meeting May 15, 2020**

Chair Adams asked for a motion to approve the minutes for the Special Meeting on May 15, 2020. Matt Wechtel made the motion to approve the May 15, 2020 minutes and Rachel Smith 2<sup>nd</sup> the motion. Motion passed unanimously.

**III. Public Input Session**

No public input

Community

**IV. Case Study – COVID-19-What has changed, What is the same**      Dr. Daly

Dr. Daly reviewed what we knew in January 2020 when the “novel” coronavirus was discovered in Wuhan, China. What makes a virus, “novel”- the virus has never been found in the human population before and started in a “wet market” where live animals are sold and the working hypothesis is that the virus skipped from the bat population to humans. Dr. Daly discussed two recent situations: one in a Long Term Care Facility, which was traced to an employee at the LTC facility, who attended a funeral out of state and answered all the screening questions honestly. When she came back to work, she had no temperature. In the weeks to come half the elderly became ill. Another case example is the USS Roosevelt, where coronavirus outbreak occurred and 678 members of the crew tested positive and roughly 60 % had no symptoms. Some sailors, who initially tested positive, were isolated for 14 days, had two negative tests before returning, and have tested positive again. There is still many unknowns about the virus, including the testing and what antibody tests mean in regards to immunity.

- 10% of NC cases are in those over 75, while 63% of the NC deaths are in the same age group
  - The role of asymptomatic carriers in the transmission of COVID-19 must be clearly understood. Everyone should wear a mask when in public.
  - Testing isn't perfect, but it is very helpful and more testing is needed, especially as we reopen locally and nationally.
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- Respiratory droplets are felt to be the main mode of transmission. Remember the three W's; wear a mask, wash your hands and stay 6 feet between other people.
- Hydroxychloroquine is not safe or effective
- A second wave of COVID is likely as we reopen.

## V. Announcements

No announcements

## VI. New Business

- a. **Community Health Improvement Plan (CHIP)** Tammy  
 Tammy presented the Community Health Improvement Plan to the board, along with a video that was prepared. The BOH discussed the CHIP. Tammy extended her appreciation to Jodi and Deana for the wonderful job they do with our assessments. She encouraged the board to go to our website to read the complete assessment and offered further discussion for anyone who wanted it.
  - b. **Strategic Plan** Tammy  
 Tammy presented the Strategic Plan. This is a five year plan, which is a document that gets updated often and as we make changes we will bring the changes back to the board for their approval. Tammy presented the plan and provided opportunity for the BOH to ask questions and discussion the plan. Due to the many unknowns of the current pandemic, it is clear that our strategic plan will undergo many changes in the upcoming months. Dr. Adams asked for motion to approve the Strategic Plan as presented to the board tonight. Larry Peek made a motion to approve and Crystal Webb 2<sup>nd</sup> the motion. The motion passed unanimously.
  - c. **Fee setting** Tammy  
 Tammy presented the Madison County Health Department fee setting formula and fee schedule for the clinic for the upcoming year. There were not recommendations for fee changes for dental center. Fees were recently evaluated and adjusted for environmental health, so there was no need for an adjustment in environmental health at this time. Discussion concluded and Dr. Adams asked for a motion to approve the fee schedule for the clinic. Dr. Sheldon made the motion to approve the clinic fee schedule and Rachel Smith 2<sup>nd</sup> the motion. The motion passed unanimously.
  - d. **Budget** Tammy  
 Tammy presented the proposed 20-21 health department budget to the board. Tammy stated that some of our funding got cut this year. Some revenues have been down due to COVID-19 and some expenses have gone up. Some of these expenses are in areas that we have not any control over. FICA and retirement went up, unemployment went up, and so did workers comp. The department continues to look at all options to reduce expenses and increase revenues. Discussion occurred concerning the budget and expenses. The Commissioner's will be voting on their budget and the Health Department is a small part of their budget. We are currently working with the county manager and finance office on the balance of Medicaid cost settlement, which is in the county fund balance. Dr. Adams asked for a motion to be made to approve the budget. Dianna Rogers made a motion to approve the budget. A 2<sup>nd</sup> motion was made by Rachel Smith. The motion was passed unanimously.
  - e. **Medical Director** Dr. Adams  
 Dr. Adams reported that Dr. Robinson had been the acting Medical Director since Dr. Daly had been forced to take a sudden medical retirement. Tammy shared that the staff do and will always love Dr. Daly and miss her terribly. The staffs are very grateful for the guidance and support Dr. Daly provided to them and the entire community for the past 32 years. While no one can ever take her place, Tammy and the staff are also grateful to have Dr. Robinson working with them. Tammy reported that Dr. Robinson has been very easy to work with and shows the compassion and understanding that they want and need in a Medical Director. Tammy states, that Dr. Robinson had to jump in quickly due to Dr. Daly's transition and right at the beginning of a pandemic. Dr. Robinson has maintained a positive outlook during a very challenging time. Tammy shared that she was pleased that the Hot Springs Health Program was committed to the best care possible for our residents and even though they had staffing shortages, they still ensured, the health
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department had a competent and knowledgeable Medical Director. Chair Adams asked Dr. Robinson if she was willing to be considered as the Medical Director for the health department. Dr. Robinson said she had enjoyed working with the staff at the health department and that there was a lot involved in the services provided to our residents. She thanked Dr. Daly for being a wonderful mentor. Dr Adams asked for a motion to move Dr. Robinson from acting Medical Director to Medical Director for the Madison County Health Department. Rachel made a motion to approve Dr. Robinson as Medical Director and Larry Peek 2<sup>nd</sup> the motion. The motion was passed unanimously.

The BOH will need a new physician to serve on the board. The application for appointment to the BOH is on the county website. The physician has to live in Madison County and have an active physician license to practice medicine.

f. **New Signage**

Tammy

Tammy was thrilled to share the new signage for the health department, Madison County Health Department, The Marianna TePaske Daly Center. All three signs have been installed and look great! While we would love to have a huge dedication, due to restrictions on gatherings, we will look at other options. Tammy stated that we would be getting an article to the paper on our new signage and the dedication of our beautiful building.

g. **COVID-19**

Tammy

- NCDHHS Website -All data are preliminary and may change, sometimes lab confirmed positive cases are assigned to the wrong county. When this occurs CD staff reassign the case to the correct county. This can take up to 24 hours to show up in the correct county.
  - Availability of tests has greatly improved and we feel comfortable that we have an adequate supply with a good plan in case of a surge.
  - Community testing occurring ( drive-in MCH, MHU, Towns, community centers, first responders and fire fighters, etc.) Thus far the community testing events have gone well and the community has been very receptive.
  - PPE MCHD, remains a concern. We have adequate ppe to perform tasks; however we are paying more than ever for ppe and we do not have an abundance of ppe.
  - Long Term Care Plan STRIKE Team concept was first piloted in Henderson County by EM Director Jimmy Brissie. MCHD is working with our LLTC to create a STRIKE team. PPE items that will be distributed to participating counties will include: disposable gowns, IR Thermometer's, Reusable masks, KN95 masks, hand sanitizer, gloves, and grant through Dogwood.
  - New jail policies- testing or isolation of all new inmates, uniforms to include face masks.
  - Contact tracing has gone well for our positive cases.
  - Dental Recommendations from ADA, CDC, OSHA and NC Dental Society  
PPE, scrubs, UV light, Hepa air purifier, participating in weekly meetings, facilitated by the state dentist to discuss reopening requirements as well as recommendations.
  - Preparedness Funding to help with numerous unplanned expenses
  - Weekly Epi Team meetings continue
  - FIT Testing occurred for many community partners, plans continue to be made to ensure our community is prepared to deal with respiratory illness.
  - Madison County Schools and other community partners – maintain many vital positive relationships within our community. These relationships will be essential as we continue to work together on many unknowns and known opportunities.
  - FEMA-tracking of time and supplies, the MCHD does a good job with tracking of hours. Due to the Medicaid cost settlement the staff are used to tracking time closely.
  - Billing –telehealth services, there is still some struggles with receiving payment for these services
  - Order frosted windows for outside clinic area
  - In county medical center, had been discussed and planned; however the necessary materials were diverted elsewhere. It was a good exercise and will be beneficial in the future.
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- Parks and Rec Summer Programs are being revised to meet the challenges associated with COVID-19.
- MCHD has become a hub to disseminate double sided fabric masks to our community. We routinely receive numerous requests for masks.

There are many tasks that need to occur in public health however; given the need to continue to prioritize the county's situation related to this pandemic and reviewing all of the work currently occurring related to the COVID virus, Tammy asked the BOH to discuss their priorities for the MCHD. The BOH discussed that combating communicable disease is an essential function of a health department as well as ensuring the health and safety of our residents that the department should continue to prioritize work related to this serious health issue. Chair Adams asked that the board consider a motion for the staff to continue to make COVID 19 a priority. Rachel Smith made the motion and Dianna Roger's 2<sup>nd</sup> the motion. The motion was passed unanimously.

## VII. Administrative Reports

### a. Medical Director's Report

Dr. Robinson

Dr. Robinson reported much gratitude for Dr. Daly's groundbreaking service and her mentorship. Dr. Robinson has taken an increasingly active role as Acting Medical Director. We have been busy with COVID preparation, testing and guidance. MAT program is seeing an increase in activity that we hope will continue. We have formed a new partnership with MAHEC that can support and guide us. Dr. Robinson also reported that we have formed a new partnership with MAHEC's psychiatry residency program that may provide an alternative to RHA for residents with mental health needs. MCHD continues to treat Hep C. patients. Dr. Robinson is with the Health Department 4 hours a week 3 weeks a month.

### b. Director's Report

Tammy

- Staffing Report: youth coordinator, WIC administrative assistant – We plan to interview for the youth coordinator next week. Our staff are our absolute greatest asset and they are a very talented group.
- MCHD working to meet all needs
- Facemasks
- Madison Friendship Fund – grants funds to help residents who have been negatively impacted by COVID-19.
  - Committee Members; Anna Tuziw, Connie Harris, Pat Hardy, Ike Lassiter, O'Neal Shelton, Jessica Hucz, Russel Blevins, Mary Kelly, John Graeter, Rachel Potter, Tammy Cody
  - Mountain Valleys Resource Conservation & Development, Inc. fiduciary agency
  - Policies and Procedures are written.
  - Website – Bill Downey, created
  - Marketing, occurring
  - Grants and Donations occurring
- Extension of MAT grants
- Dangerous Dog Declarations
- Reaccreditation extension
- County Playground

### c. Financial Reports

Tammy

Tammy presented the financial report for May 2020; Expenses through May 22, 2020 are at 78.08% compared to 87.91% at this time last year. Revenues through May 22, 2020 are at 66.85% compared to

77.97% at this time last year. This does not reflect the balancing of the Triple P line items.

**VIII. Other Business**

a. **Public Health Letter**

Vice Chair Smith

Vice Chair Smith read a letter that outlines some of the work occurring at the MCHD. The Board of Health discussed the letter and made the decision for Board of Health members to individually sign it. Dr. Adams asked for a motion to approve the letter to be submitted to the local newspaper. Matt Wecthel made a motion to approve the letter and Dianna Rogers 2<sup>nd</sup> the motion. The motion was passed unanimously.

**IX. Adjournment**

Chair Adams

Dr. Adams asked for a motion to adjourn. Rachel Smith made the motion for the meeting to adjourn and Dr. Sheldon 2<sup>nd</sup> the motion. The motion was passed unanimously. The meeting was adjourned at 8:36 pm.

**Next Meeting: July 23, 2020**

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