

April 14th, 2021

**BURKE COUNTY BOARD OF HEALTH
REGULAR MEETING**

The Burke County Board of Health met in regular session on Wednesday, April 14th, 2021, at 5:00 p.m. The meeting was held in Room 147 at the Foothills Education Center, located at 2128 S. Sterling Street in Morganton, North Carolina. Members present were:

PRESENT:

Susan Bingham- Chair
Carol Ervin Largent
Johnnie Carswell
Melinda Zimmerman
Dr. Nicholas Thomas
Isaac Crouch – Vice Chair
Dr. Anthony Frank, Jr

ABSENT:

Adriana Morris
Connie Stines
Dr. Thomas Wallrichs

ALSO, PRESENT:

Rebecca McLeod, Health Director
Missy Estep, Administrative Assistant III
Valerie Kelly, Director of Nursing
Rhonda Lee, Human Resource Director
Chia Yang, Program Assistant IV
Sherry Bradshear

CALL TO ORDER

Susan Bingham called the meeting to order at 5:00 pm.

APPROVAL OF AGENDA

Melinda Zimmerman made the motion to approve the agenda, Carol Ervin Largent seconded the motion with no additions or corrections it stands approved.

APPROVAL OF THE MINUTES FROM MARCH 3, 2021

Johnnie Carswell made the motion to approve the minutes from the March 3, 2021 meeting. Melinda Zimmerman seconded the motion with no additions or corrections.

PUBLIC COMMENTS

There was no one present to address the Board.

NEW BUSINESS

There was no new business currently.

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BOARD DISCUSSION ITEMS

Retirement Celebration

Susan Bingham, Chair addressed the Board about a retirement celebration for Rebecca and Lisa Moore. The retirement party will be at Catawba Meadows in Morganton on June 29th from 3 to 6 pm. This will a drop in celebration. Susan asked if anyone would like to speak on Rebecca's behalf. A time will be scheduled for speakers between 4:15 and 4:30 that afternoon. If you are interested in speaking, please let Missy know. Rebecca introduced Chia Yang to the Board. Chia is an employee of the Health Department and has agreed to help Rebecca with the Board of Health minutes for the month of June.

Progress on Health Director Search

Rhonda Lee, Human Resource Director, updated the Board on the progress of the Health Director search. She went over the following:

- The Health Director position was posted on February 15th, 2021.
- The position closed on Friday, March 8th, 2021.
- The applications were sent to the Office of State and Human Resources to be qualified.
- On March 24th, 2021 they received the qualified applications back from OSHR.
- The applications were sent to Sherry Bradshear for review.

Rhonda introduced Sherry Bradshear to the Board of Health. Sherry works for Cansler Collaborative Resources, they are a small consulting firm in North Carolina. Their staff consists of retired state and county employees. They have worked with Burke County in the past. Sherry gave the Board an overview of the timeline of the hiring process for the new Health Director. She has started the pre-screening process with the qualified applicants. They are hoping to schedule interviews for April 29th and 30th. If there is a conflict with those dates they will schedule for May 7th and 8th. Hopefully, the Board will be able to make their selection by the June 2nd meeting. After a brief discussion and questions answered by Rhonda and Sherry about the hiring process, the Board agreed to cancel the May 5th meeting and reschedule to May 19th.

BOARD DECISION ITEMS

Board of Health Annual Policy Review and Approval

The following policies were presented by Rebecca McLeod for annual review and Board of Health approval.

- a) DHHS Title VI- VERBIAGE changes
- b) Media Communications Policy-no changes
- c) Non-Discrimination Policy-VERBIAGE changes
- d) Cultural Diversity and Sensitivity Policy-VERBIAGE changes
- e) Fee and Eligibility Policy- VERBIAGE changes

Motion: To approve the five (5) above mentioned Board of Health annual policies as written with changes pm four polices and one policy with no changes

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RESULT: APPROVED (UNANIMOUS)

MOVER: Dr. Nicholas Thomas

SECONDER: Carol Ervin Largent

AYES: Susan Bingham, Johnnie Carswell, Carol Ervin Largent, Dr. Nicholas Thomas, Dr. Anthony Frank, Jr, Melinda Zimmerman, and Isaac Crouch

ABSENT: Connie Stines, Dr. Thomas Wallrichs, Adriana Morris

2020 Child Protection/Child Fatality Annual Report

Rebecca presented to the Board the 2020 Burke County Child Protection and Child Fatality Team Report. This report was emailed to each member prior to the meeting. She reminded the Board that this is also a mandated requirement to present to both the Board of Commissioners and Board of Health annually. Rebecca presented a short report on what the local Child Fatality/Child Protection team has done this past year. She reported three (3) child fatalities in 2020. There were only a few questions about activities from board members which were answered.

Motion: To approve the 2020 Child Protection/Child Fatality Annual Report

RESULT: APPROVED (UNANIMOUS)

MOVER: Dr. Anthony Frank, Jr.

SECONDER: Dr. Nicholas Thomas

AYES: Susan Bingham, Isaac Crouch, Dr. Anthony Frank, Jr, Carol Ervin Largent, Dr. Nicholas Thomas, Melinda Zimmerman

ABSTAIN: Johnnie Carswell

ABSENT: Adrianna Morris, Dr. Thomas Wallrichs, and Connie Stines

HEALTH DIRECTOR'S COMMENTS

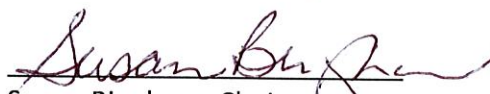
Rebecca stated that the Women's Health Audit has been completed. The staff has been working hard making sure that all the policies are up to date. Rebecca also informed the Board that we are still active in doing vaccine clinics with our community partners, however, the clinics at Freedom High School will demobilize after May 13th. The staff has worked hard at the vaccine clinics. We are hoping to do a drive-in clinic in May in the eastern part of Burke County. There was a lengthy discussion and questions from the Board about the vaccines and our clinics. Rebecca also shared that we would be receiving more vaccine money from the State. She would love to see the Health Department purchase a mobile unit for vaccine clinics, however that will be up to the new Health Director.

ADJOURN

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With no further business to come before the Board, Chairman Susan Bingham, adjourned the meeting at 6:00 pm.

Approved this the 14th day of April 2021.


Susan Bingham, Chairman
Burke County Board of Health

Attest:


Rebecca McLeod, Health Director
Burke County Health Department