

April 5, 2023 (Regular)

**BURKE COUNTY BOARD OF
HEALTH REGULAR MEETING**

The Burke County Board of Health met in a regular session on Wednesday, April 5, 2023 at 5:00p. The meeting was held in the Board Room located at 700 East Parker Road in Morganton, North Carolina. Members present were:

PRESENT: Isaac Crouch, Chairman
Dr. Anthony Frank, Vice Chairman
Barry Nelson
Gwen Stephens
Dr. Joel Welch
Johnnie Carswell
Dr. Laura Gratton
Jessi Stout

ABSENT: Dr. Nicholas Thomas

ALSO PRESENT: Danny Scalise, Health Director
Connie Freeman, Administrative Assistant
Bobby Smith, Director of Nursing

CALL TO ORDER

Chairman Isaac Crouch called the regular meeting to order at 5:00 P.M.

APPROVAL OF THE AGENDA

Barry Nelson made the motion to approve the agenda and it stands approved.

RESULTS: APPROVED [UNANIMOUS] AYES: Isaac Crouch, Dr. Anthony Frank, Gwen Stephens, Dr. Joel Welch, Johnnie Carswell, Jessi Stout, Dr. Laura Gratton. Barry Nelson
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APPROVAL OF THE MINUTES

Dr. Laura Gratton made the motion to approve the minutes from the February 1, 2023 Regular Meeting.

RESULTS: APPROVED [UNANIMOUS] AYES: Isaac Crouch, Dr. Anthony Frank, Gwen Stephens, Dr. Joel Welch, Johnnie Carswell, Jessi Stout, Dr. Laura Gratton. Barry Nelson
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PUBLIC COMMENTS

There were no public comments.

NEW BUSINESS

No New Business to come before the Board.

BOARD DISCUSSION ITEMS

- **Board of Health – Public Health Week Resolution 2023**

RESULTS: APPROVED [UNANIMOUS]

AYES: Isaac Crouch, Dr. Anthony Frank, Gwen Stephens, Dr. Joel Welch, Johnnie Carswell, Jessi Stout, Dr. Laura Gratton, Barry Nelson

BOARD DECISION

- **APPROVAL OF POLICIES**

A Policy Changes Memo was reviewed by the Board, the Memo included out of date and merged WIC Policies to be deleted. The following policies were presented to the Board for approval:

- ✓ **WIC Policies:** 1) Immunization Screening; 2) Low Risk Nutrition Education; 3) Breastfeeding Friendly Workplace; 4) Breastfeeding Peer Counselor Program; 5) Special Delivery Model; 6) Program Disaster and Business Continuity; 7) Vendor Applications; and 8) Consultation and Referral Support for WIC Staff
- ✓ **WIC Policies to be Deleted:** 1) WIC Eligibility Proof of Identification; 2) Adjunctive Eligibility Procedure; 3) Formula Disposal Policy and Procedure; 4) Coordination of WIC Clinic with Other HD Clinics; 5) Appointment Follow Up; 6) Food Benefit Issuance when eWIC Cardholder is not Present; 7) Issuance of Special/Exempt Formulas and Metabolic Formulas; 8) MICR Printer Supplies Policy and Procedures; 9) Blocking and Creation Appointments; 10) Participant Privacy in the WIC Program Area; 11) Nutrition Assessment; 12) WIC Nutrition Protocol for Pregnant Women; 13) Prenatal Weight Gain; 14) Burke County WIC Nutrition Protocol for Lactating Women; 15) Nutrition Protocol for Post Partum Non-Breastfeeding Women; 16) Infant Feeding Guide Birth - 6 Months; 17) Infant Feeding Guide 6 Months -1 Year; 18) Nutrition Protocol for Children; 19) Medical Nutrition Therapy Referrals; 20) Behavioral Health Referral Policy and Procedure; 21) WIC Prescription Requirements Policy; 22) Outreach Policy and Procedure; 23) Breastfeeding Supply Issuance and Breast Pump Issuance, Loan and Return Policy and Procedures; 24) Tracking and Maintenance of Multi-User Breast Pumps; 25) Establishing and Maintaining Collaborative Community Partnership for Breastfeeding Promotion and Support; 26) Continuing Education on Breastfeeding; and 27) Orientation to Breastfeeding Activities for New Staff

- ✓ **Clinical Policies:** 1) Communicable Disease Surveillance, Investigation, and Reporting; 2) Ebola Contact Tracing; 3) Rabies Pre-Exposure Immunization; 4) Human Rabies Risk Assessment and Post Exposure Prophylaxis Administration; 5) Infectious Disease Protocol, Guidelines and Surveillance; 6) Investigation of Communicable Diseases and Conditions; and 7) Reporting of Communicable Diseases and Conditions

RESULTS:	APPROVED [UNANIMOUS]
AYES:	Isaac Crouch, Dr. Anthony Frank, Gwen Stephens, Dr. Joel Welch, Johnnie Carswell, Jessi Stout, Dr. Laura Gratton, Barry Nelson

DIRECTOR'S REPORT

Danny Scalise reviewed the year-to-date budget report with the Board. He then introduced Bobby Smith, Director of Nursing, to the Board and gave an overview of his background. He reported an offer has been extended to a Nurse Practitioner; this will be contracted through UNC Blue Ridge. He noted that we are in the process of interviewing for a Mid-wife. He noted he is working on three (3) forums to be held in Burke County and reviewed the speakers. He stated the first speaker will be Beth Macy, author of *Dopesick*; this forum will be held on July 12.

The new policy software was reviewed. Mr. Scalise reported that Policy Stat will be the new web-based software that we will be using for processing policies beginning July 1, 2023. He then reviewed the renovation of the Lab, the updating of the Board Conference and the she-shed, which is the drive-up area for testing and vaccinations. He reported that all the new equipment that has been installed can be taken to the new building. He discussed the joint clinics that were held in the area. The Health Department partnered with Campbell University through UNC Blue Ridge to hold the clinics. Campbell University is a small campus of 3 – 4-year graduate and professional students.

The Strategic Planning Sessions will be held later in April with Steve Orton facilitating the meetings. Mr. Orton will also pull together the first draft of the Strategic Plan after the meeting. Mr. Scalise reviewed the county health rankings, the health factors and outcomes with the Board. He asked the Board to review the information as it will be a large part of the Strategic Plan discussion later this month.

He then reviewed the all-staff training session on mindfulness and how the training showed how to interact with other team members. He noted that he has begun a journal club with several of the staff members to help them grow in their goals and strategic thinking.

He reported that the new County Manager, Brian Epley, has begun weekly meetings with some of the Department Heads to discuss how things are going in the County. He reported on the Budget Retreat and noted that the Capital Improvement Plan was part of this meeting.

Mr. Scalise reported the Speaker of the House is appointing him to the Board of Directors for the NC State Board of Medicine. He also noted that last year Dr. Frank was a member of the NC Board of Health. He then stated that NACCHO (National Association of County and City Health Officials) has a workgroup on Behavioral Health of which he will be the Chair. The Opioid Solutions Network is to begin working with the opioid settlement funds and he noted that he is one of the 26 people chosen to work with this group.

He stated that several of the county employees have organized a basketball team that plays every Wednesday evening. This is a networking/team building event to help the department heads get to know each other professionally and personally.

COMMISSIONER'S REPORT

Commissioner Carswell reported it has taken 10 years to get where we are today and there are several major plans coming to fruition. He stated there are three (3) major capital plans that are being worked on; he also noted that this building is one of the concerns.

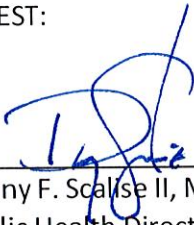
With no further business to come before the Board, Chairman Crouch adjourned the meeting at approximately 5:35 p.m. The Board Members then moved to the Lab for a tour of the updated area.

Approved on June 7, 2023.



Isaac Crouch, Chairman
Burke County Board of Health

ATTEST:



Danny F. Scalise II, MBA, MPH, CPH, FACHE
Public Health Director
Burke County Health Department