

## MINUTES OF THE CASWELL COUNTY BOARD OF HEALTH

The Caswell County Board of Health met at 6:30 P.M. on November 24, 2020, electronically and remotely using the Zoom platform.

### ATTENDANCE:

Position	Name	Present	Not Present
County Commissioner	Nate Hall	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Dentist (General Public)	VACANT	<input type="checkbox"/>	<input type="checkbox"/>
Engineer (General Public)	Amanda Everett	<input type="checkbox"/>	<input checked="" type="checkbox"/>
General Public	Carol Komondy	<input type="checkbox"/>	<input checked="" type="checkbox"/>
General Public	Carl Carroll, REHS	<input checked="" type="checkbox"/>	<input type="checkbox"/>
General Public	Shannon Moretz (Chairperson)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Optometrist (General Public)	Walter Michael	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Pharmacist	Kimberly Pickens, RPH	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Physician	Scott Spillmann, MD, MPH	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Registered Nurse	Lisa Ashby, RN (Vice-Chairperson)	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Veterinarian	VACANT	<input type="checkbox"/>	<input type="checkbox"/>

Others Present: Jennifer Eastwood, MPH – Health Director, Secretary  
James Eanes – Finance Officer  
David Norris – County IT Director

### I. Call to Order

- A. The Board of Health meeting was held remotely and electronically using the Zoom platform.
- B. A quorum being present, the Caswell County Board of Health meeting was called to order by the Chairperson.

### II. Public Comment

- A. There was no public comment.

### III. Approval of Agenda and Minutes

- A. Approval of Agenda

A motion was made by Lisa Ashby and seconded by Scott Spillmann to approve the agenda for the November 24, 2020, Board meeting. The motion was approved on a rollcall vote of 5 to 0.

- B. Approval of Minutes
  1. Meeting Minutes from October 27, 2020

A motion was made by Lisa Ashby and seconded by Walter Michael to approve the minutes of the October 27, 2020 meeting of the Board of Health. The motion was approved on a rollcall vote of 5 to 0.

### IV. Health Director's Report

- A. Jennifer provided the Board with a COVID-19 Update
  1. Total Case Count 803 with approximately 102 in isolation.
  2. There are 12 individuals hospitalized and two of those are critical.
  3. The county's positivity rate (which is a 2 week rolling average) is currently at 9.4% . Jennifer said the positivity rates at the testing sites in Pelham and Yanceyville are reflective of that rate as well. She said the goal is 5% or less.

4. North Carolina released a county alert report that is updated weekly. Caswell is identified as an “orange” county, meaning there is substantial transmission. Jennifer said she had shared that report with the Board of Health. She said there are 10 red counties and forty-two yellow counties.
5. Jennifer said there are still cases that can be linked to large gatherings that occurred early in November, but cases are really beginning to come in from all over.
6. Spending
  - a. Jennifer provided an update on funding from the Piedmont Triad Regional Council for a mobile clinic. Shortly after the last Board meeting PTRC informed us that the funding was no longer available but that thought there may be a new pot of funding coming. She said they are continuing to work with PTRC, but she feels other options needed to be considered.
  - b. The County is going to use CARES Act funds to purchase a two-lane inflatable drive-thru tent with a connected shelter/incident command room, and a trailer to store and transport it. This will be used for mass vaccination events, but can also be used for mobile clinic.
  - c. The Health Department has purchased a truck with CARES Act money. The truck will be used in the Environmental Health program on a daily basis, but also has towing capacity to pull the trailer.
  - d. Continuing to purchase items to increase technology capacity for not only the Health Department, but also for other county departments who have realized they are not currently able to work remotely. There have been many requests for laptops instead of desktops.
  - e. There was also a vehicle purchased for the Community Paramedic. Jennifer said the Community Paramedic is doing a wonderful job developing the program.
7. Executive Order
  - a. Jennifer said there is a new executive order from the Governor’s Office that is meant to clarify and strengthen the mask mandated.
  - b. This means that anytime North Carolinians are in shared space with someone who is not a member of their household, they must wear a mask, regardless of social distancing. Masks are required in restaurants unless the person is actively eating or drinking and required inside at gyms even while exercising.
  - c. There are also stricter penalties on businesses in an effort to increase enforcement.
8. Board of Health Message
  - a. Jennifer commended Shannon did an outstanding job composing a statement from the Board of Health. Jennifer reminded the Board that one of the asks from Secretary Cohen was to appeal to the hearts and minds of our residents and Jennifer said she believed the letter did a beautiful job doing that.
  - b. The Letter was put in the Caswell Messenger and on the Health Department’s Facebook page and it was shared widely.
  - c. Shannon has also worked on a mailer to go out countywide.
9. School Board met last night with the purpose of discussing which plan will go back to in January after Christmas Break. That decision was deferred until December.

B. Departmental Updates

1. Environmental Health
  - a. Berkley Toufas, the newest hire, continues to move through his orientation and training.
2. Home Health
  - a. Home Health is now participation in the CMS prepayment review demonstration along with Home Health agencies across the state. This is a pilot study to determine if CMS will implement this program across the nation. Several other states are participating as well, including Florida and Texas.
  - b. Jennifer reminded the Board that over the past few years the agency has had to go through a Medicare Target Probe and Education Review. This consists of a post-claims review that resulted in a claw back of funds because required components were included in the documentation.
  - c. Jennifer said the pre-billing audit does slow down the agency’s cash flow, but will result in not having to participate in the Targe Probe and Educate Review and therefore not have these claw backs of claims.
3. WIC Report

- a. Report was included in packet
- b. WIC continues to be allowed to work remotely per state guidance. Jennifer said the two WIC employees rotate working in the office and working at home.
- 4. Staffing Update
  - a. The Preparedness Coordinator has resigned to work closer to home and attend graduate school. Jennifer said that position will be posted as a Health Educator I.
  - b. The Medical Office Assistant in Personal Health will be moving to Home Health/CAP as their Processing Assistant and the MOA position will be advertised.
  - c. Positions that were approved in the budget will be posted, this includes a Health Educator and a Social Worker.
- 5. Finance Report
  - a. James Eanes shared that the County continues to transition to the new finance software which has been challenging.
  - b. James said drawing funding designated for COVID response had allowed the Health Department to use less county appropriate this month than in other months.
  - c. Scheduled appointments were higher for October and captured some of the testing reimbursement.
  - d. To this point, November numbers looks similar to October.
  - e. Jennifer publicly acknowledged the County's finance department. She said the effort to spend CARES Act money has required them to move very quickly to cut checks and issue purchase orders and she said she greatly appreciates their hard work. She said she knows this is challenging because they are also learning this new system.
  - f. Shannon said Mr. Hall did follow-up with the Commissioners about the COLA increase for all employees.

**V. Adjournment**

- A. Motion was made by Carl Carroll and seconded by Scott Spillmann to adjourn. Meeting was adjourned by the Chair.

**Approved By:**

Health Director	Date
Board of Health	Date

**WIC MONTHLY REPORT**  
**January 2021**

<b>ACTIVITIES</b>	<b>#</b>	<b>COMMENTS</b>
<b>PARTICIPATION</b>	527	Quarterly Calculation
Base Caseload SFY 19-20	527	Nutrition Services Branch
<b>Monthly WIC Participation</b>	514	Nutrition Services Branch
Average as %Current Base	97.53	Nutrition Services Branch
<b>WIC Category Participation</b>		Monthly Calculation
<b>Fully Breastfeeding Women</b>		
Pregnant Women	44	Nutrition Services Branch
Fully Breastfeeding Women	9	
Fully Breastfeeding Infants	6	
Partially Breastfed Women	10	
Partially Breastfed Infants	11	
Fully Formula-fed Infants	76	
Postpartum Women	32	
Children	326	
<b>APPOINTMENTS</b>		
Total Appointments	224	Monthly Calculation
Total Appointments Kept	212	Nutrition Services Branch
Show Rate%	95	
Total appointments by Type	224	
Initial Certification	21	
Subsequent Certification	45	
Mid-Certification Assessment	25	
Nutrition Education Contacts	105	
Food Benefits Issuance	15	
Walk-in appointments	8	
<b>PARTICIPANT RACE-ETHNICITY</b>		Monthly Calculation
American Indian or Alaskan Native	0	Nutrition Services Branch
Asian	1	
Black or African American	228	
White	270	
Native Hawaiian or Pacific Islander	0	
Multi-Race	15	

Non Hispanic or Non Latino	93.97%			
%Hispanic or Latino	1.95%			
Finger sticks for Hemoglobin Levels	0		Monthly Totals	
Women	0		Local Agency	
Children	0			
<b>VOTER REGISTRATION</b>	0			
Preference Forms	60		Local Agency	
Registration Forms	0			
<b>BREAST FEEDING PEER COUNSELOR PROGRAM</b>			Monthly Totals	
Case Load	28		Local Agency	
			Last Day of Month	
Pregnant	16			
Breastfeeding	12			
Total # stopped	4			
Stopped Breastfeeding/decided not to breastfeed	1			
Moved/Transferred	1			
Changed Mind	0			
Miscarried	0			
Expired from program after 12 months	2			
Attempted Contacts	53			
Total Contacts	42			
<b>VENDOR SERVICES</b>				
Vendor Monitoring		0	Vendor monitoring and Vendor Training on hold by Nutrition Services Branch due to Covid-19 until further notice	
Vendor Training	aining	0		
New Vendor Training	training	0		
Customer Service Issue	vice issue	0		
Questions	9	0		0
	ng	0	1 Vendor Training	0
		0	New Vendor Training	0
		0	Customer Service issue	0

Total Food Redemption in Caswell for:		
November 2020	15,322.94	
December 2020	15,328.31	
January 2021	15,826.89	
Requests for information (#of RFIs)	14	
<b>State Meetings and Conference Calls</b>	1 Employee 1 hour  1 Employee 1.5 hours	Vendor Services Conference Call  State WIC Director's Conference Call

<b>Total Doses Administered</b>	<b>NC Providers</b>	<b>Federal Long-Term Care Program</b>
<b>1,977,342</b>	<b>1,805,464</b>	<b>171,878</b>

**Vaccinations Summary - NC Providers**

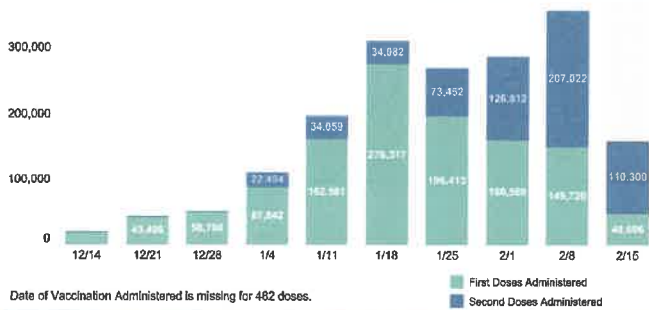
	Allocated by Federal Government	Arrived in North Carolina	Total Doses Administered	Percent of Arrived Doses Administered
FIRST DOSES	1,475,470	1,154,300	1,196,904	104%
SECOND DOSES	885,575	730,725	608,560	83%
TOTAL DOSES	2,361,045	1,885,025	1,805,464	96%

**Vaccinations Summary - Federal Long-Term Care Program**

	Allocated by Federal Government	Arrived in North Carolina	Total Doses Administered	Percent of Arrived Doses Administered
FIRST DOSES	150,900	150,900	109,223	72%
SECOND DOSES	150,900	150,900	62,655	42%
TOTAL DOSES	301,800	301,800	171,878	57%

Data on doses administered in long-term care (LTC) facilities through the federal government program with CVS and Walgreens are not included in data for 'Weekly Vaccinations', 'People Vaccinated by Demographics', or 'People Vaccinated by County of Residence'.

**Weekly Vaccinations**

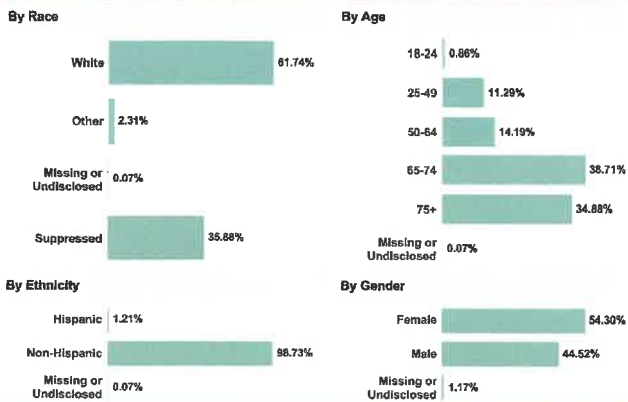


Date of Vaccination Administered is missing for 482 doses.

**Demographic Data - Caswell**

Select demographic metric: **2,904** First Doses Administered  
 Select county: **Caswell**

**First Doses Administered by Demographics**



**County of Residence - First Doses Administered**



First Doses Administered: 31,971 county of residence missing / out of state.