

**PENDER COUNTY HEALTH DEPARTMENT  
ADVISORY BOARD OF HEALTH MEETING**

**Minutes  
March 13, 2014**

The Pender County Advisory Board of Health held a regular meeting on Thursday, March 13, 2014 at 5:00 p.m. in the Pender County Health Department Board Room.

**Board Members Attending:**

- George Brown
- Jan Dawson
- Tom Lafferty
- Jack Swann
- Darlene Lewis

**Board Members Absent:**

- Nicole Buchanan
- Kimberley Collins, Vice Chair
- Jimmy Holland, Chair
- Pammela Baker

**Health Department Staff Attending:**

- Carolyn Moser, Director
- Doug McVey, Environmental Specialist Supervisor
- Maureen Hubbard, WIC Director
- Salina Dixon, Processing Assistant
- Shirley Steele, Director of Nursing
- Marti Smith, Administrative Assistant

**Minutes taken by:** Marti Smith

**Meeting called to order by:** Carolyn Moser at 5:10 p.m.

**Welcome and Introductions**

Mrs. Moser introduced Maureen Hubbard as the new WIC Director. Mrs. Hubbard explained she was from the WIC department in Brunswick County and was looking forward to leading the Pender County WIC department. The board members made introductions and welcomed Mrs. Hubbard.

**Public comment:** None

### Action Items:

➤ **Approval of the Agenda**

Carolyn Moser presented the agenda for approval. A motion was made to approve the agenda by Jack Swann. Darlene Lewis seconded the motion. The motion passed unanimously.

➤ **Approval of the Minutes**

The minutes from *January 9<sup>th</sup>*, 2014 board meeting were presented for approval. Darlene Lewis made a motion to approve the minutes and Jan Dawson seconded the approval. The vote was unanimous.

➤ **Approval Draft Budget for 2014/2015**

Carolyn Moser presented a handout of the 2014/2015 draft budget for approval. Discussion was made with regards to appropriated funds increase due to Animal Shelter now being under the Health Department. Discussion continued among board members in reference to the sustainability of the School Based Health Center. Mrs. Moser stated as part of this budget she would like to add a Social Worker position to the Health Department to initiate programs such as special needs registry in the county. A motion was made to approve the draft budget by Jan Dawson. Darlene Lewis seconded the motion. The motion passed unanimously.

### Discussed Items:

➤ **Affordable Care Act, Counselor Report**

Ms. Salina Dixon, Certified Application Counselor for Pender County Health Department, shared with the board the process involved with helping Pender County citizens sign up for health coverage under the Affordable Care Act. Illustrations showed applicants qualifying for subsidies, low monthly premiums and purchasing the insurance through the Market Place. Other examples shared by Ms. Dixon included citizens who did not qualify for a subsidy and were quoted monthly premiums they determined to be unaffordable. Ms. Dixon explained, to date, 16 citizens had unsuccessful outcomes and 54 citizens were completely satisfied. Discussion was made among board members.

➤ **2014 Community Health Assessment**

Mrs. Moser presented the board with the Power Point presentation for the 2014 Community Health Assessment Steering Committee meeting held February 27, 2014. Mrs. Moser stated the University of North Carolina is helping with the Community Assessment, due in December, through the Institute of Public Health. Mrs. Moser explained the community would be asked to take part in door to door surveys, to determine what the community viewed as major health concerns. Mrs. Moser stated volunteers will be trained on how to conduct the surveys on Wednesday, March 26, 2014 and surveys will be taken March 27<sup>th</sup>-29<sup>th</sup>, 2014. Mrs. Moser explained the information gathered from the surveys will be brought back to the steering committee for discussion.

The top 3 to 5 concerns will be the template used for the next 4 years for programs offered at the Health Department.

➤ **Report on Well Driller's Continuing Education Seminar**

Mr. Doug McVey stated 55 well drillers were in attendance for the first continuing education seminar held in Pender County on Friday, March 7<sup>th</sup>, 2014. Mr. McVey was very pleased with the turnout and explained he received numerous compliments for hosting the seminar. Mr. McVey stated he plans to have the seminar annually and hopes to open it up to more drillers from other counties.

➤ **Report on Public Health Workforce in Pender County**

Mrs. Moser presented the board members with a handout reflecting statistical data on the Public Health Workforce in Pender County.

➤ **50 years since Surgeon General Report on Smoking**

Mrs. Moser shared a video and handout on the last 50 years since the Surgeon General reported on smoking and health. The handout charged the next generation to be tobacco-free.

➤ **Electronic Cigarettes**

Mrs. Moser presented the board members with an e-cigarette fact sheet and a handout from the ~~Public Schools~~ of North Carolina Department of Public Instruction which explains the prohibition of e-cigarettes on public school campuses.

**Informational Items:**

- *National Public Health Week-April 7-13, 2014*
  
- *Healthy Living for a lifetime, Health Fair-Wednesday April 9<sup>th</sup>, 2014*  
Screenings from 10 a.m.-6 p.m.

**Closed Session:** No

**Adjourned meeting at:** 6:45 p.m. – Darlene Lewis made a motion to adjourn the meeting. Jack Swann seconded the motion. The motion passed unanimously.

**Next meeting:** May 8, 2014 at 5:00p.m.