

**Alamance County Board of Health  
Burlington, NC 27217**

**Tuesday, April 21, 2020, 6:30 pm  
Professional Board Room and Zoom\*\*  
(meal will be served at 6:00 pm)**

**Board of Health Regular Meeting**

**AGENDA**

- I. Call to Order and Introductions – Dr. Annette Wilson
  - II. Public Comments
  - III. Approval of the Agenda- Dr. Annette Wilson
  - IV. Approval of items on Consent Agenda- Dr. Annette Wilson
    - A. March 17, 2020 Board of Health Minutes
    - B. Personnel Report
  - V. Budget Amendments and Transfers- Ms. Janna Elliott
  - VI. New Business
    - A. Request to Approve New Service and Fees- Ms. Janna Elliott
    - B. Request to Approve Changes to Board of Health Operating Procedures- Ms. Stacie Saunders
    - C. Appointment of Personnel Committee- Dr. Annette Wilson
  - VII. Old Business
  - VIII. Health Director Report- Ms. Stacie Saunders
  - IX. Other
  - X. Adjournment
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**\*\*NOTICE\*\***

In order to comply with the Governor’s Executive Order 121, which places limits on mass gatherings to 10 persons, there is no meeting place where members of the public can be physically present. In order to ensure the health and safety of the Board of Health, staff and the public, access to the regular meeting is available via Zoom. Please contact the clerk to the Board of Health via email, [Ariana.Lawrence@alamance-nc.com](mailto:Ariana.Lawrence@alamance-nc.com) , if you would like to sign up to receive a link to register for the meeting. Registration must be requested by Monday April 20, 2020 at 5pm.

Persons wishing to participate in public comments by telephone must provide the Clerk to the Board of Health with their name, topic to be discussed, and telephone number by calling 336-229-3863 and **leaving a message**. Then at the appropriate time during the Board of Health meeting on April 21<sup>st</sup> at 6:30pm the citizen will be called to submit their comments verbally by phone. Request to participate in public comments must be received by Monday April 20, 2020 at 5pm.

# ALAMANCE COUNTY BOARD OF HEALTH

## Minutes

### Regular Meeting of the Board of Health

April 21, 2020

The Alamance County Board of Health met at 6:00 p.m. on Tuesday, April 21, 2020, in the Professional Board Room at the Human Services Center located at 319-B North Graham-Hopedale Road, Burlington, North Carolina. Select board members participated via Zoom.

*The following board members were physically present at the Human Services Center:* Chair Dr. Annette Wilson, Vice Chair Mr. Troy King, Mr. Richard Blanchard, Ms. Marielena Castaneda and Dr. Karin Minter.

*The following board members participated via Zoom:* Dr. Robby Osborn, Ms. Eleanor Rodriguez-Rassi, Ms. Tracy Salisbury and Commissioner Steve Carter.

*The following members of the public participated via Zoom:* Ms. Andrea Rollins from the Alamance County finance department.

*The following health department staff were physically present at the Human Services Center:* Ms. Stacie Saunders and Ms. Janna Elliott.

*The following health department staff participated via Zoom:* Ms. Ariana Lawrence

#### **I. Call to Order and Introductions**

Board of Health Chair, Dr. Wilson called the meeting to order at 6:30 pm.

Dr. Wilson recognized each individual board member that participated via Zoom.

#### **II. Public Comments**

No public comments were made.

#### **III. Approval of the Agenda**

Dr. Wilson is recommending to move item "B" under New Business "Request to Approve Changes to Board of Health Operating Procedures" to be item V on the agenda. Dr. Wilson asked for only members of the physical quorum to vote until changes are approved to the operating procedures.

***Dr. Karin Minter made a motion to approve the change to the agenda. Ms. Marielena Castaneda seconded the motion and the board members in the physical quorum approved the motion unanimously.***

#### **IV. Approval of Consent Agenda**

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| A. | March, 17 2020 Board of Health Minutes |
| B. | Personnel Report                       |

***Mr. Troy King made a motion to approve the items on the consent agenda. Mr. Richard Blanchard seconded the motion and the board members in the physical quorum approved the motion unanimously.***

#### **V. Request to Approve Changes to the Operating Procedures**

Ms. Saunders discussed the changes being recommended which include electronic participation in meetings and voting electronically as long as there is a physical quorum present. The other change is outlining the public comment portion of the meeting. There were a few grammatical errors noted, and those were changed during the meeting.

***Dr. Minter made a motion to approve changes to the Board of Health operating procedures with the grammatical errors corrected. Mr. Blanchard seconded the motion and those in the physical quorum approved the motion unanimously.***

## **VI. Budget Amendments**

Ms. Janna Elliott presented a budget amendment for \$ 128,163. The Health Department has received notification of funding from the Division of Public Health, Public Health Preparedness & Response Branch to carry out surveillance, epidemiology, laboratory capacity, infection control, mitigation, communications, and other preparedness and response activities related to COVID-19 (AA619). Ms. Elliott explained that any funds that are unused by the end of the state's fiscal year (May 31) would be given back in other agreement addenda for the next fiscal year beginning June 1.

***Ms. Marielena Castaneda made a motion to accept the budget amendment. Dr. Karin Minter seconded the motion. Those who participated over zoom stated their name and their vote. All members accepted the budget amendment unanimously.***

## **VII. New Business**

### **A. Request to Approve New Service and Fees**

Ms. Elliott presented a request for new services and fees that include telephone encounters, office visits with a modifier to signify electronic means, and dental modifiers conducted the visit for the office visit.

***Mr. Richard Blanchard made a motion to approve the new services and fees. Dr. Karin Minter seconded the motion. Those who participated over zoom stated their name and their vote. All members accepted the budget amendment unanimously.***

### **B. Appointment of Personnel Committee**

Dr. Wilson discussed that she must appoint a personnel committee to complete the health director's performance evaluation. Employees will be randomly selected and be asked to provide feedback on health director performance via questions on surveymonkey. The personnel committee will be held via Zoom and include Dr. Annette Wilson, Dr. Karin Minter, Dr. Robby Osborn and Ms. Marielena Castaneda.

## **VIII. Old Business**

Dr. Wilson discussed that there have been pharmacist applicants but with the COVID-19 situation it has disrupted the normal process. Ms. Saunders stated that she instruct Ms. Lawrence contact the applicants and let them know that the process will be on hold until the board of health can meet in a normal capacity.

## **IX. Health Director's Report**

Ms. Saunders shared that the as of 4/20/20 there were 2.4 million confirmed cases of COVID-19 worldwide and 165,000 COVID-19 related deaths. As of 4/20/20 in the United States, there are about 800,000 confirmed cases and 41,000 deaths associated with COVID-19. In North Carolina, the current case count is 6,951 confirmed cases, 213 COVID-19 associated deaths and there are 427 individuals that are hospitalized statewide. Of the total confirmed cases, 75% of those are less than 65 years of age, but approximately 85% of the deaths are those that are in the 65 and over category. Currently COVID-19 has been identified in 93 out of 100 counties in North Carolina. The first case of COVID-19 was identified in Alamance County on March 20, and the current case count is 58 in Alamance with no deaths. Ms. Saunders explained that 40 of those 58 have been released from isolation, 18 of the 58 are still active and six are receiving care at a hospital. In order to be released from health department isolation orders the individual must be improving for at least 7 days from their onset of symptoms, then after improvement for at least 7 days they must be fever free and still improving for 72 hours. Close contacts of the confirmed cases are followed and after the confirmed case has been released from isolation the close contact(s) begin day 1 of his/her 14 day quarantine. Ms. Saunders explained that if the close contact is an essential worker and his/her job cannot function without this individual, he/she can work if asymptomatic but must wear all recommended PPE and follow all guidance from the CDC. The communicable disease staff have been monitoring close contacts daily. Some individuals have been

identified as being food insecure or have housing issues and health department staff have been able to assist with that as well. Staff have delivered necessary items including thermometers and masks. Health Department staff have reviewed over 600 COVID-19 tests. North Carolina law requires that positive cases must be reported to the health department but negatives do not need to be reported. The COVID call center has received 1,622 calls from the community and 550 of those calls have been referred to the nurse triage line for a health department nurse to handle those calls.

Ms. Saunders shared that surrounding counties are experiencing higher numbers than Alamance. Each of those counties has one or more outbreaks in a congregate living facility, and Alamance county has not experienced that yet. A long-term care facility taskforce has been created by the Alamance County Health Department to try to delay or prevent an outbreak in those facilities. This taskforce is comprised of two health department nurses and environmental health staff. Staff have provided technical assistance, assessing collection capacity and have provided testing for those that needed it. The taskforce has been in touch with 17 long-term care facilities and over 100 residential care facilities. The health department has provided technical assistance to 25 workplaces in the county and given guidance on precautions. Ms. Saunders shared that the health department is working with local hospital to explore capacity for further collection in the county. Other taskforce that the health department has created are the housing insecure taskforce, worksite taskforce and alternate transport for nonmedical protocol in response to COVID-19. Community messaging is being provided daily on the health department website and Facebook page and provider communication going out to the community. Dr. Minter commented on the frustration of not being able to collect samples for COVID-19 in her practice because her patient population are children, which are considered a low risk group. Ms. Saunders shared that there is a lot of movement in opening up the criteria for testing through the state and through the hospital. Ms. Saunders was asked to serve on the secretary of state's committee of testing surge capacity and so far there has been one meeting for this group.

Ms. Saunders discussed that LabCorp assigned a large number of positive test results to Alamance since the headquarters is in Burlington, but these positives were actually from another state. She shared that LabCorp has been improving their process to make sure this would not happen again. It took three days for the numbers to be reflected correctly in the state system.

Ms. Saunders shared that an Alamance County community provider had sent a letter to Cabarrus and Rowan counties state representatives expressing concerns about the COVID response. The letter was forwarded to the entire General Assembly. In the letter, Alamance County Health Department was listed as a grievance. Specifically it said that Alamance County Health Department was not sharing information about confirmed cases, trends and other responses going on in the county. Ms. Saunders affirmed that case counts are reported on website, social media and DHHS dashboard. Ms. Saunders discussed that she has spoken with this provider and the provider confirmed on March 17 that the practice was receiving information sent by the health department. When another blast fax and email was sent out, the provider confirmed that the information was received and after doing a search through the work email, more communication was found from the health department. Ms. Saunders does not anticipate any communication that went out to the media or social media by the provider will be retracted. Ms. Saunders provided a summary of events to county commissioner members, county management, board of health chair, Representative Ross, Representative Riddell, Senator Gunn and Dr. Wilson. All of those that received the summary contacted Ms. Saunders and expressed their appreciation for what the Alamance County Health Department is doing. Ms. Saunders shared that this situation was difficult for health department staff but she knows that Alamance is one of the best health departments in the state and the staff are resilient.

Mr. Carter shared that Chair Amy Galey of the Alamance County Commissioners sent a letter to the governor regarding opening counties in a regional approach. Mr. Carter asked who makes the decision of what region are included if the counties decided to open on a regional approach. Ms. Saunders shared that there are a few models of regions that the state has and she unsure what model would be used but that many of the preexisting regional divisions have Alamance sharing a region with neighboring counties such as Guilford, Orange, Durham, and/or Chatham. Mr. Blanchard asked if Ms. Saunders thinks we are accelerating or dropping. Ms. Saunders answered that cases are increasing at this time locally and statewide. She showed the epi curve that the health department updates daily, and it shows that cases are accelerating in the county.

Ms. Saunders shared the updates from the Environmental Health Section. Environmental health Food and Lodging staff have made almost 200 visits to food facilities since March 15 to discuss COVID-19 orders, social distancing, and to work with facility managers to make sure that business processes that have changed due to COVID-19 are carried out in a safe manner.

Due to Executive Order #120, all Public Pools and Spas and Tattoo Parlors are currently closed. Staff are not permitting those facilities at this time but will ramp up those inspections when the current situation changes.

The Onsite Wastewater Staff continue to be very busy. Over 170 sites were evaluated for wastewater systems and over 120 water samples were taken during the first 3 months of the year.

On April 13, Environmental Health met its revenue goal for fiscal year 19/20 with two and a half months to go in the fiscal year.

#### **X. Other**

Ms. Andrea Rollins from the Finance Department participated in the meeting via zoom and provided a FY 20/21 budget update. She shared that the budget retreat was at the April 6 meeting which included all requests from departments. At the April 20 meeting, the county manager talked about doing a recommended budget at the June 1 meeting. She shared that the economic impact of COVID-19 is unknown at this time, but county management has been studying resources to determine the potential economic impacts. Ms. Rollins shared that the commissioners will be reviewing a balanced budget in June.

#### **XI. Adjournment**

***With no further business discussed, at 8:02 pm Commissioner Carter made a motion to adjourn the meeting. Dr. Minter seconded the motion and the board approved the motion unanimously.***

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Dr. Annette Wilson, Chair

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Ms. Stacie Turpin Saunders, Secretary