

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

**Tuesday, July 9, 2020, 6:00 pm  
Professional Board Room and Zoom\*\*  
(meal will be served at 5:45 pm)**

**Board of Health Special Called Meeting**

**AGENDA**

- I. Call to Order and Introductions – Dr. Annette Wilson
  - II. Public Comments
  - III. Approval of the Agenda- Dr. Annette Wilson
  - IV. New Business
    - A. Budget Amendment- Ms. Janna Elliott
    - B. Environmental Health Director Position- Ms. Stacie Saunders
    - C. Appointment of Search Committee- Dr. Annette Wilson
  - V. Old Business
  - VI. Health Director Report- Ms. Stacie Saunders
  - VII. Other
  - VIII. Closed Session Pursuant To NCGS§143-318.11(a)(6)- Dr. Annette Wilson
  - IX. 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, [ClerkToBOH@alamance-nc.com](mailto:ClerkToBOH@alamance-nc.com) if you would like to sign up to receive a link to register for the meeting. Registration must be requested by Wednesday July 8, 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 July 9<sup>th</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 Wednesday July 8, 2020 at 5pm

# ALAMANCE COUNTY BOARD OF HEALTH

## Minutes

### Special Meeting of the Board of Health

July 9, 2020

The Alamance County Board of Health met at 6:00 p.m. on Tuesday, July 9, 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 Commissioner Carter and Dr. Karin Minter.

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

*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 6:32 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**

***Commissioner Carter made a motion to approve the agenda. Dr. Karin Minter seconded the motion. Those who participated over zoom stated their name and their vote. All members approved the agenda unanimously.***

#### **IV. New Business**

##### **A. Budget Amendments**

Ms. Elliott explained that these funds are a continuation of funding that was approved in April. As a reminder, these were funds for COVID-19 response from the CDC to the Department of Public Health and was dispersed amongst health departments. The amount being requested to budget in this fiscal year is \$104,762

***Commissioner Carter made a motion to approve the budget amendment. Ms. Marielena Castaneda seconded the motion. Those who participated over zoom stated their name and their vote. All members approved the agenda unanimously.***

##### **B. Environmental Health Director Position**

Ms. Saunders addressed the board to seek their input in her hiring for the Environmental Health Director position. Ms. Saunders is resigning effective July 31, 2020 and wanted the board's approval on hiring for the Environmental Health position given that she will be leaving the health department soon. The board discussed and they felt that Ms. Saunders had knowledge of what is needed for the position and the board agreed that they trusted Ms. Saunders judgement in the hiring of the Environmental Health director position.

***Mr. Blanchard made a motion to approve that Ms. Saunders hire the Environmental Health Director prior to her resignation. Ms. Tracy Salisbury seconded the motion.***

***Those who participated over zoom stated their name and their vote. All members approved the agenda unanimously.***

### **C. Appointment of Search Committee**

Dr. Wilson discussed the need for appointing a search committee for the next health director. Dr. Wilson stated that those appointed to this committee would need to have flexibility with their schedules and must be available more frequently to review applications and meet more frequently with the other committee members. In the past, the search committee consisted of three board of health members, a two to three health department employees and a community member. Kathy Colville, Bob Byrd, Yazmin Garcia Ricco and Henry Vines were names that the board suggested as community members. Ms. Lawrence will create a survey for board members to vote on the community member they would like to see serve on this committee and contact those individuals based on the number of votes received and their willingness to serve. Board members suggested Ms. Gayle Shoffner, nursing director and Mr. Carl Carroll interim Environmental Health Director as potential staff member on the committee. Ms. Elliott will be in touch with staff and community members and will report back at the next meeting.

### **V. Old Business**

No old business was discussed.

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

Ms. Saunders shared that the health department has transitioned to EPIC. Cone health IT staff have been at the health department to assist clinic staff during the transition.

Ms. Saunders shared the weekly COVID report. She reported there are 1,389 cumulative cases, 1170 released from isolation, 182 active cases, 13 active cases that are receiving care at a hospital and sadly there have been 37 COVID related deaths. Ms. Saunders discussed the race and ethnicity breakdown, age of cases breakdown, cases by zip code, weekly testing, COVID related deaths and the epi curve. The report can be found at <https://www.alamance-nc.com/covid19/daily-case-count-and-reports/>. Ms. Saunders discussed the three long-term care facility (LTCF) outbreaks. Peak Resources had three COVID positive cases in their staff. They have completed two incubation periods without another case identified so they are now resolved as of June 27. White Oak Manor was the largest LTCF outbreak consisting of 134 cases, 49 of those were staff and 85 of those were residents. Sadly, White Oak Manor experienced 31 deaths. White Oak Manor has not been resolved of the outbreak yet, but are almost at their second incubation period with no new cases. Brookedale had two staff and one resident test positive. The health department tested all of their staff and residents.

In closing, Ms. Saunders thanked the board for giving her the opportunity to serve as health director for Alamance County. She shared her appreciation for their hard work and dedication to the community. Dr. Wilson thanked Ms. Saunders for all of her hard work that she has done for the health department and discussed how much the staff appreciated her. Dr. Minter told Ms. Saunders that she has made a huge impact on the community and thanked her for that.

### **VII. Other**

No other business was discussed.

### **VIII. Closed Session Pursuant To NCGS§143-318.11(a)(6)**

***At 6:57 pm Mr. Richard Blanchard made a motion to go into closed session. Commissioner Carter seconded the motion. Those who participated over zoom stated their name and their vote. All members approved to go into closed session.***

***At 9:41 pm Commissioner Carter made a motion to come out of closed session. Dr. Minter seconded the motion. Those who participated over zoom stated their name and their vote. All members approved to come out of closed session.***

Dr. Wilson stated that during the closed session, the board of health interviewed applicants for the interim health director position. Dr. Osborn did not participate in the closed session portion of the

meeting. Before beginning interviews, she resigned from the board of health because she will no longer be a resident of Alamance County.

**IX. Adjournment**

***With no further business discussed, at 9:42 pm Mr. Blanchard made a motion to adjourn the meeting. Ms. Tracy Salisbury seconded the motion. Those who participated over zoom stated their name and their vote. All members approved to adjourn the meeting.***

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Dr. Annette Wilson, Chair

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Ms. Alexandria Rimmer, Secretary