

CONSOLIDATED HUMAN SERVICES BOARD



Board Members

Dr. B. Keith Cash, OD
Mr. John Davenport, Jr., PE
Ms. Karen Durell
Dr. Calvert Jeffers, DVM
Ms. Amanda Kistler, RN
Dr. Charles F. Massler, DDS, M.Ed.
Ms. Heather Parker
Mr. David R. Plyler, County Commissioner
Dr. Peter Robie, MD
Dr. Ricky Sides, DC
Ms. Claudette Weston
Ms. Gloria D. Whisenhunt, County Commissioner

Chair

J. Phil Seats, R.Ph., MBA

Vice Chair

Fleming El-Amin, County Commissioner

CONSOLIDATED HUMAN SERVICES BOARD MINUTES August 1, 2018

MEMBERS PRESENT

Mr. J. Phil Seats, Chair
Mr. Fleming El-Amin, Vice Chair
Dr. Keith Cash
Ms. Amanda Kistler
Dr. Charles Massler
Ms. Heather Parker
Dr. Ricky Sides
Ms. Claudette Weston
Ms. Gloria Whisenhunt

MEMBERS ABSENT

Mr. John Davenport
Ms. Karen Durell
Dr. Calvert Jeffers
Mr. David Plyler
Dr. Peter Robie

GUESTS PRESENT

Ms. Fran Daniel, Winston-Salem Journal
Mr. Adam Pendlebury, Forsyth County, Budget Office
Ms. Shontell Robinson, Forsyth County, Human Resources
Ms. Emily Young, Forsyth County, Human Resources

Call to Order:

On Wednesday, August 1, 2018, the Forsyth County Consolidated Human Services Board held its first monthly meeting since the Departments of Public Health and Social Services officially became consolidated on July 1, 2018, in Meeting Room 2 at the Forsyth County Department of Public Health (FCDPH). Ms. Ronda Tatum called the meeting to order at 5:30 p.m.

Moment of Silence:

A moment of silence was observed by all.

PH/DSS STAFF PRESENT

Ms. Ronda Tatum
Mr. Marlon Hunter
Mr. Victor R. Isler
Ms. Lorrie Christie
Ms. Glenda Dancy
Ms. Tanya Donnell
Ms. Geri Harris
Ms. Sarah Isom
Mr. Tony Lo Giudice
Ms. Amanda Pone
Ms. Denise Price
Ms. Jamie Rose
Ms. Jennifer Tubbs
Ms. Elizabeth White
Ms. Frances Williams

Oath of Office of CHS Board Members:

Ms. Tatum welcomed everyone to the first Consolidated Human Services Board meeting. Everyone introduced themselves.

The Oath of Office was read by Ms. Tatum as the members of the Board repeated after her. Ms. Tatum congratulated everyone, as official members of the Consolidated Human Services Board. The Oaths were signed by each member and notarized (signed Oaths on file in the Administrative Binder).

Consideration of Minutes:

The minutes of the June 6, 2018 Board of Health (BOH) and the June 22, 2018 DSS Board were reviewed. Ms. Tatum asked for a motion to approve the minutes. Ms. Gloria Whisenhunt made a motion to approve and Ms. Claudette Weston seconded. Approved unanimously.

Public Comment:

None

Nomination of CHS Board:

- **Election of Chair** - Ms. Whisenhunt made a motion to nominate *Mr. J. Phil Seats as Chair* and Mr. Fleming El-Amin motioned to accept the nomination. Approved unanimously.
- **Election of Vice Chair** - Ms. Weston made a motion to nominate *Mr. El-Amin as Vice Chair* and Ms. Whisenhunt motioned to accept the nomination. Approved unanimously.
- **Membership, Capacity & Terms** - Ms. Tatum announced that the meetings will be kept at a minimal. To determine the terms each member will have, they will each choose a random slip of paper with a number on it (1, 2, or 3) and that number will be their term. Each member chose and the number of their term was recorded. Since there are three Commissioners on the Board, one is the Commissioner Appointee to the Board and the other two will hold the capacity of Commissioner at Large. Ms. Whisenhunt is the appointed Commissioner to the Board; Mr. El-Amin and Mr. David R. Plyler are the Commissioners at Large.

There are four remaining seats that need to be filled for the Consolidated Board (Psychiatrist, Psychologist, Consumer and Social Worker). According to Ms. Tatum, they will be receiving applications until August 24th.

Approval of CHS Board Meeting Schedule - After reviewing the Board Meeting Schedule, members decided to eliminate the January and July meetings. A motion was made by Dr. Ricky Sides and seconded by Mr. Seats. The Board unanimously voted to eliminate the January and July meetings. However, Ms. Tatum stated that if anything urgent comes requiring Board approval, she will work with the Chair to get the action needed.

Deputy County Manager Comments - In a presentation by Ms. Tatum, she stated that there are three goals for the Board from a County Management perspective and they are:

- 1) manage all systems effectively and efficiently;

- 2) cooperate and collaborate with others in providing services to the community; and
- 3) work within resources provided by the Commissioners to create a great work environment.

County Management also plans to focus on more integration of human service agencies as allowable by law; larger county strategic plan for human services in general; programmatic review; and look at all human services issues/concerns, not just Public Health and Social Services (e.g., workforce development, behavioral health, aging, etc.).

Ms. Tatum's expectations for herself are to not over communicate; if there are issues - she will bring them to us; will not share information out of this environment that could have legal implications, those actions will occur in closed session; and she will be available to staff.

Ms. Tatum spoke about Mr. Marlon Hunter's resignation, saying that she appreciates his efforts over the past 7 years and that the department is in a better place than it was. She is working with Mr. Hunter to get a better understanding of the dynamics of the department. They are in the process of hiring another Health Director. Mr. Marlon Hunter has extended his availability, even after he is gone. She added, we are in this together.

Health Director's Comments – Mr. Hunter reported the following:

- Reminded Board members that they will need to complete the new Board Member Training for Public Health. He will follow up afterwards to sit down together to discuss.
- Received a call from the Mayor to give a presentation to the Winston-Salem Alliance on what public health and health in our community will look like in the year 2030. The Centers for Disease Control gives a roadmap called Healthy People 2020 and Healthy People 2030. Mr. Hunter feels that before we think about 2030, we need to take a snapshot of where we are now. Health should not be addressed from an ideological way but should be evidenced-based.
- Community Health Assessment - we have created 10 years worth of work in 7 years. Dr. Lovette Miller will submit action plans in September. We are focusing on chronic diseases as it relates to children. Mr. Hunter stated that the number one cause of death in adults in Forsyth County is heart disease and cancer.
- Spoke briefly about his resignation saying he received a call about the CEO position at ReGenesis Health Care and was asked to consider the job. He will be closer to family and it will be good to get back to his roots. Mr. Hunter thanked everyone, Board and staff for all of their support and added that the State has always been supportive.

Social Services Director's Comments: Mr. Victor R. Isler reported the following (full report on file in the Administrative Binder):

- Outlined their community partnerships and collaborations, the Agency's operations and processes, strategic plan development (goals, administration, service delivery and programming).
- Transition to CHS Board - transition to understand Department of Social Services (DSS).
- Medicaid Transformation across the State - will still issue determination of eligibility.

- Non-Emergency transportation - are now evaluating the existence of this service post Medicaid Transformation - will keep us abreast.
- NC Fast - working on rolling in - called P4 (how data entry is done; working with IBM; Child Care Subsidy over payments and under payments that we may have to adjust; aging services - working on plan).
- Aging Services - Statewide work plan with local DSS input.
- Economic mobility for our citizens as it relates to services - make sure we provide collaborative services.
- Working with Piedmont Triad - with NC Works.
- Food and Nutrition Services Employment and Training Site (Proposed) - consultation was last week - will be reimbursed by 50%. Management Evaluation (ME) Audit coming up August 21st and 23rd - will let us know the outcome.
- Agency and Operations - new Deputy Director (Ms. Liz White); Adult Services Director (Ms. Anne Roberts).
- Administrative Structure - why do we reorg? Ensure essential job duties and operations are operating efficiently; equitable distribution of work and/or resources; address current trends, demands or performance deficits/risks - Mr. Isler will oversee service area - general operations will be overseen by Ms. White.
- Transitioning 2 staff to Human Resources - August 11th.

New Business:

Approval of Energy Outreach Plan - Ms. Liz White asked for the Boards approval of her Energy Outreach Plan - a federally funded block grant program consisting of three different programs (Crisis Intervention Program, Low Income Energy Assistance Program and Weatherization). The approval of the Board and signature of the Board Chair is required by the State each year. Mr. Seats asked if a list of media outlets is provided to help push the program and Ms. White responded yes and they will have another push around the end of December but they have pushes all through the year - the program is income based. Ms. Heather Parker made a motion to approve, seconded by Dr. Sides and Ms. Weston. Approved unanimously (handout on file in the Administrative Binder) .

2017-2018 Annual Report and Work Plan - Mr. Hunter gave the following snapshot of his Annual Report and Work Plan:

- He will be evaluated on his work plan, which was completed in April of 2018.
- In conjunction with Winston-Salem State University, had a Community Health Fair - with sponsors Herbal Life and Cardinal Innovations. We had around 450 participants. We had a playwright, Mr. Garrett Davis who did a play that modeled infant mortality and the effect it has on family and the community - received funding to develop the play into a full blown production. Our Community Health Fair will meet many benchmarks for Accreditation.
- Highlights of some of the accomplishments/productivity from each division (full report on file in the Administrative Binder):
 - *Environmental Health* - in his 7 years, they have done over 25,000 inspections.
 - *Communicable Disease* - over 11,000 reports of disease investigations (105 were of significance).
 - *Dental Clinic* - completed the Sealants Project for 2017-2018 school year; total of 784 students and 902 sealants placed.
 - *Total Medicaid Cost Settlement Collected* - \$2,667,745.00.

- *Laboratory* - approximately 86,947 lab tests performed in-house - 17.7% increase over last year.
 - *WIC* - provided 261 meals to children through the Summer Feeding Program.
 - *Health Education* - over 6,500 classes (our department is in the Guinness Book of World Records for chair exercise). Received an award for the Tattoo EDU Program.
 - Walk-in Wednesdays and Thursdays, disparity is now at 1.8%.
 - *BeHealthy School Kids* - 248 sessions were delivered to 5,000+ students at various Title I Elementary Schools in Forsyth County.
- Recognized Assistant Health Directors (Mr. Tony Lo Giudice - Preventive and Health Education Services; Ms. Denise Price - Community Health Services; Ms. Glenda Dancy - Personal Health and Clinical Services; Ms. Marie Stephens (out today) - Internal Health Services)
 - Focus on Agency Accreditation - received Accreditation with Honors. Accreditation will require everyone on the Board to be engaged. Ms. Weston applauded the Liberty Plaza crew who handled the 80,000 charts and rescanned the records and thanked everyone for their great work.
 - Dr. Charles Massler mentioned that Baptist will start doing routine deliveries and asked Mr. Hunter if he saw that as putting infant mortality at risk. Mr. Hunter responded he does not and thinks it will make things better - he sees it as a win from a public health seat and will enrich conversations.

Public Health Budget Presentation - Mr. Hunter briefly went over the position requests and new positions approved in the budget for Public Health - these included the following (handout on file in the Administrative Binder):

- On-Site Water and Wastewater (2 full-time Environmental Health Specialists - \$207,945). Will make an attempt to get some part-time people to catch up on our backlog - about 4 weeks behind.
- Mosquito Control (1 full-time Environmental Health Tech - \$86,307).
- School Nursing (8 full-time School Nurses - \$590,427)
- Nurse Family Partnership (Additional Nurse Family Partnership Team - \$1,011,785).
- New Positions Approved (NFP Program - \$175,000)

Before moving on, Ms. Tatum presented Mr. Hunter with two Health and Safety Achievement Awards (6th consecutive year Administration and 2nd consecutive year Public Health).

Mr. El-Amin asked Mr. Hunter about pregnant young women at the jail under the influence of drugs. Mr. Hunter responded he was not aware and we do not have any data right now to share. He added we have a new jail monitoring program - someone hired two weeks ago. We will build in matrix and will add pregnancies to it. Mr. Isler said this will fall in the DSS shop as well and they will get a report through Child Protective Services (they will work with CC4C). Mr. Isler added DSS receives 10 to 20 reports monthly of kids being born addicted.

DSS Updates and FY2019 Budget Summary - Mr. Isler touched on some of the following highlights in his report (full report on file in the Administrative Binder):

- *Agency goals* - deliver high quality services to positively impact populations in need; recruit, select and retain qualified staff; and foster and engage in community partnerships.
- *Administration* - track performance; develop a Continuity of Operations Plan for the department; develop service area specific NCFAST training.
- *Service Delivery and Programming* - establish Child Support services as family-centered with emphasis on fatherhood engagement; secure Federal and State funding to support employment services to support self-sufficiency; redesign APS Intake processes with a single line to link customers to staff; establish Medicaid billing contract with Cardinal; develop training in Economic Services Division for new and existing staff on program policy and NCFAST to achieve mandates.
- Had 27 performance measures for 2017 (19-Achieved; 1-In Progress; 7-Not Achieved).

FY2019 DSS Budget - Mr. Isler briefly went over the new positions that were requested and new positions adopted in the budget for DSS - these included the following (handout on file in the Administrative Binder):

- Income Support Division - 8 full-time positions requested/6 positions adopted
- Family and Children's Services Division - 9 full-time positions requested/5 positions adopted
- Adult Services Division - 1 full-time position requested

Old Business:

Other Business or Announcements:

Before adjourning, Mr. Seats said he was honored to serve as Chair. He said Mr. Isler has presented lots of things tonight and he would have lots of questions. That is the only way we will learn and encouraged everyone to be open. Mr. Seats thanked Mr. Hunter for everything he has done and said he is delighted for his opportunity and is looking for great things being done. He thanked Ms. Tatum for the smooth transition and her leadership.

Adjourn:

Mr. Seats made a motion to adjourn and Dr. Massler seconded. The meeting adjourned at 6:53pm.

RT/lgc

**Next Meeting: September 5, 2018 - 5:30pm
Public Health Department - MR2**