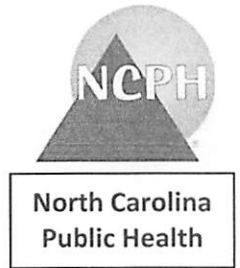




RICHMOND COUNTY HUMAN SERVICES DEPARTMENT

127 Caroline Street
Rockingham, North Carolina 28379
Phone: 1-910-997-8300
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Tommy Jarrell, PhD
Director of Health & Human Services

Robby Hall
Director of Social Services

**RICHMOND COUNTY HEALTH AND HUMAN SERVICES
ADVISORY BOARD MEETING MINUTES**

DATE: January 21, 2020
TIME: 7:00pm
LOCATION: Richmond County Human Services Complex large classroom

BOARD ATTENDANCE:

Paul Smart, Chairperson
Bryan Land, County Manager
Dr. Tommy Jarrell, Director, Health & Human Services
Evonne Moore, Social Worker
Aletha Lanier, Nurse
Dr. Don Covington, Optometrist
Cassandra Byers, Daymark Center Director
Ronald Tillman, Board of Education
Jon Marks, Pharmacist

NON-BOARD ATTENDANCE:

Robby Hall, Director of Social Services
Jacqueline Welch, Aging Services Director
Cheryl Speight, Director of Patient Care
Saquana Miller-Stevenson, WIC Director
Sheila Brosier, Administrative Assistant

- 1. CALL TO ORDER:** Paul Smart called the meeting to order at 7:00pm.
- 2. INVOCATION:** Paul Smart delivered the invocation for the meeting.

3. **ELECTIONS:** Dr. Jarrell opened the floor for nomination of the board chair and vice-persons. Motion was made to nominate Paul Smart as chairperson of the Health & Human Services Advisory Board.

- **Motion Offered By:** Aletha Lanier
- **Motion Seconded By:** Evonne Moore
- **Motion Carried:** Yes

Motion was made to nominate Dr. Cleveland as vice-chairperson of the Health & Human Services Advisory Board.

- **Motion Offered By:** Aletha Lanier
- **Motion Seconded By:** Evonne Moore
- **Motion Carried:** Yes

4. **CONSENT AGENDA:** Paul Smart asked for a motion to approve the meeting agenda.

- **Motion Offered By:** Aletha Lanier
- **Motion Seconded By:** Ronald Tillman
- **Motion Carried:** Yes

MEETING MINUTES: Paul Smart asked for a motion to approve the November 19, 2019, meeting minutes.

- **Motion Offered By:** Aletha Lanier
- **Motion Seconded By:** Ronald Tillman
- **Motion Carried:** Yes

5. **PUBLIC COMMENTS:** None.

6. **COMMITTEE REPORTS:**

A. Dr. Jarrell addressed topics on the Public Health Administrative Report.

The LITMOS training program has been piloted with the health department staff and proven to be successful. The program allows management to assign training courses and track completion. Previously, training entailed closing the department to allow staff to participate in classroom training. The benefit of LITMOS is that it allows staff to take courses online in their office at their leisure. We will discuss extending the program to the Social Services department and possibly other segments in the county.

A staff appreciation luncheon will be held on Thursday, January 30th at 11:30am at First Presbyterian Church in recognition of the outstanding dedication and efforts of the health department staff in achieving re-accreditation.

There are 15 FLU vaccine doses still available to be administered in the health department.

B. Director Hall reported on the Social Services Administrative Report.

DSS served 744 clients for CIP and 905 clients for LIEAP in December. CIP benefits help pay the heating source for eligible residents. LIEAP is a heating assistance program for residents based on income. DSS pays directly to the heating company to offset costs. LIEAP was open to senior citizens in December and open to the general public during the first few weeks in January. Although LIEAP funding was depleted earlier than expected, 81% of those funds assisted senior citizens.

DSS currently has 48 children in foster care, which is a decline over the past few months. Several children have received temporary or permanent placement. Day care provides services for infants up to a limited age, with exceptions to the age limit for special needs children and day care facilities that manage a third shift or 24 hour operation. The waiting list for day care has decreased from 477 to 374 children. The state budget for day care was frozen at the beginning of the year which prohibited the addition of children on the waiting list. Recently, the budget was reopened and we were able to continue processing.

Transportation funds for Work First were cancelled due to the lack of a state budget. It was noted that ART provides transportation on Saturdays and holidays to meet the needs of residents with scheduled appointments, such as dialysis, etc. ART also transports residents to surrounding counties for appointments.

C. Jacqueline Welch highlighted activities on the Aging Services Administrative Report. The Senior Assistance Coordinator met with senior citizens at the East Rockingham and Ellerbe Grove senior centers to accommodate those seniors who could not travel to DSS to apply for the energy assistance programs.

Nearly 1,200 participants attended the 41st annual Senior Christmas Party on December 12th at the Cole Auditorium. Upcoming events include a field trip to Dixie Deer on February 28th; Chocolate Festival in Moore County on February 8th; and a fundraiser at Smithfield Barbeque on February 20th from 5:00pm-8:00pm. The Alive After 55 Supper Club partnered with DSS and LINK foster care for an evening of food and games at the Co-op Extension building. The LINK children received a lesson on budgeting and grocery shopping during a trip to Food Lion. The seniors enjoyed board games and a special meal prepared by the LINK children.

Aging Services is spearheading new initiatives to meet the needs of Richmond County citizens. While in the community, Ms. Welch talks about the Census Bureau and the importance of completing the census and how it can impact our county. Aging Services began the Meals for Pets Program to assist residents by providing food for their pets. Pet food has also been donated. Ms. Welch discussed the in-home aide program which currently has a waiting list of 71. She is working on a proposal to create a campaign for the public to donate money or sponsor a senior to cover the cost of in-home aide for up to a year. She submitted a grant through United Way and if approved, can assist 10 people on the waiting list. She will solicit ideas on how Aging Services can enhance their services to seniors in nursing homes.

7. **OLD BUSINESS:** None.

8. **NEW BUSINESS:**

A. Acknowledgement of Reinstatement of Advisory Board Members:

The following advisory board members' terms in service expire in February 2020: Paul Smart, Dr. Don Covington, and Jon Marks. The board approved the motion to reinstate these members for another three year term at the last board meeting. The recommendation was placed on the December County Commissioners meeting agenda and approved.

B. WIC Program Update:

Saquana Miller-Stevenson, WIC Director, provided a presentation on the North Carolina WIC Program updates. WIC (Women, Infants and Children) provides nutritious foods, nutritional counseling, referrals, breastfeeding support and supplies to those who qualify based on income and medical needs. The state's WIC transitioned to a paperless system creating an electronic record for each WIC participant. This new system (Crossroads) had a significant impact on saving client time and staff resources. Client records are maintained in Crossroads and no longer need to be faxed. The wait time for making and completing appointments was reduced significantly which allowed more clients to be seen as well as walk-ins.

WICHEALTH.org offers participants online nutrition lessons based on the participant's age. The lessons offered are similar to those offered in the office and are counted as a nutrition education contact. Once the lesson is complete the participant is able to print a certificate or email the certificate to an email address established by the local agency and it is automatically updated in the Crossroads system.

The new eWIC Benefits Card electronically applies benefits to a card and participants no longer have to be present to receive benefits. The eWIC card simplified the shopping experience because participants no longer have to use all of their benefits in one shopping visit and no longer have to separate WIC approved foods from non-WIC approved foods.

The WIC mini-clinic has proven to increase the number of participants in the program. It was set up in DSS to provide close proximity to services being provided and increase WIC enrollment. The mini-clinic expanded WIC services and provided an easier transition for eligible participants to apply for WIC services while they were in Social Services applying for other services. The new clinic did not require additional staff or resources. A grant provided funds to set up the mini-clinic which consists of a small laboratory and nutritionist office. One nutritionist and one clerical staff currently on board relocated to the new WIC clinic. The current WIC clinic located in the health department continues to operate. Since October 2019, Richmond County is one of the top two counties with the highest growth in WIC clients.

9. INFORMAL DISCUSSION:

Ronald Tillman commended the health department for the dedicated work performed in each division to support the citizens of Richmond County.

10. ADJOURNMENT:

Paul Smart asked if there were any other matters to discuss to which no one responded; therefore, he asked for a motioned to adjourn the meeting.

- **Motion Offered By:** Ronald Tillman
- **Motion Seconded By:** Jon Marks
- **Motion Carried:** Yes

NEXT MEETING:

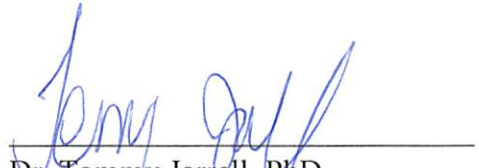
DATE: March 17, 2020

TIME: 7:00pm

LOCATION: Large Classroom, Health & Human Services Complex



Paul Smart, Chairperson
Health & Human Services Advisory Board



Dr. Tommy Jarrell, PhD
Health & Human Services Director