

The Cleveland County Public Health Board met on Tuesday, November 14, 2023, at 6:00 p.m.

Board members present: Chair Sara Karner, Vice Chair Kale Meade, Ronnie Whetstine, Robert Miller, Marty Hamrick, Christina Alexander, Heather Bridges Moore, Deanna Moseley Lawrence, and Nancy Cline

Remote Attendance: Henry Gilmore

Health Department staff present: Tiffany Hansen, DeShay Oliver, Heather Voyles, Anne Short, Nathan McNeilly, and Andrea Power

CALL TO ORDER/WELCOME:

Chair Karner called the meeting to order at 6:00 pm and welcomed everyone.

Mr. Miller gave the invocation.

CITIZEN RECOGNITION:

No citizens requested to appear before the Board.

APPROVAL OF AGENDA FOR NOVEMBER 14, 2023, PUBLIC HEALTH BOARD MEETING:

Chair Karner presented the proposed agenda for the November 14, 2023, Public Health Board meeting for consideration of adoption.

Motion: A motion was made by Robert Miller with a second by Marty Hamrick to adopt the agenda for the November 14, 2023, Public Health Board meeting as prepared. The motion carried unanimously.

APPROVAL OF OCTOBER 10, 2023, PUBLIC HEALTH BOARD MEETING MINUTES:

Chair Karner presented the October 10, 2023, Public Health Board meeting minutes for consideration of approval.

Motion: Ronnie Whetstine moved that the minutes of the October 10, 2023, Public Health Board Meeting be approved, and Robert Miller made the second. The motion carried unanimously.

PUBLIC HEALTH BOARD POLICY REVIEW:

Chair Karner introduced DeShay Oliver with the Public Health Board Policy Review. DeShay explained that she and Tiffany were able to condense the number of policies that would need to be

reviewed during this meeting. There are four policies that need to be reviewed for this meeting and there were no changes that were made to these policies. The four policies that were reviewed by DeShay were the Public Health Board Conflict of Interest Policy, the Cleveland County Public Health Board Orientation Policy, the Cleveland County Public Health Board Participation in Community Health Improvement Policy, and the Public Health Board Operation Procedures. There is one additional policy that does not require Public Health Board approval, but DeShay did share details and data of the Workforce Diversity and Development Plan for 2023-2024. This plan is an opportunity for us to look at the make up the demographics for our team at CCHD compared to the County. This is used to see where improvements can be made regarding our workforce. We have 110 current employees with 16 vacant positions. 10% of our staff is male and 90% is female. 34% of our workforce is 50 or older. Employee separations as of October 2023 consisted of 11 resignations and 2 retirements. The primary reason we hear about resignations is for an increase in pay, followed by the ability to work remotely. We are exploring remote work for specific areas at CCHD. Our turnover rate for 2023 is up slightly at 11.5%

Motion: A motion that the Public Health Board Conflict of Interest Policy, Public Health Board Orientation Policy, Public Health Board Participation in Community Health Improvement Policy, and Public Health Board Operation Procedures be approved by the Public Health Board as written was made by Kale Meade and a second was made by Robert Miller. The motion carried unanimously.

PROPOSED 2024 PUBLIC HEALTH BOARD MEETING SCHEDULE:

Chair Karner introduced DeShay Oliver with the Proposed 2024 Public Health Board Meeting Schedule. We will meet the 2nd Tuesday of each month at CCHD at 6:00 PM with a virtual option. We will not meet in the month of July. Our Christmas breakfast is scheduled for the 1st Tuesday in December. The 2024 meeting schedule is as follows:

January 9, 2024	6:00 PM
February 13, 2024	6:00 PM
March 12, 2024	6:00 PM
April 9, 2024	6:00 PM
May 14, 2024	6:00 PM
June 11, 2024	6:00 PM
July 2024	No Meeting
August 13, 2024	6:00 PM
September 10, 2024	6:00 PM
October 8, 2024	6:00 PM
November 12, 2024	6:00 PM
December 3, 2024	8:00 AM (Christmas Breakfast)

Motion: Kale Meade moved that the 2024 Public Health Board meeting schedule be approved, and Robert Miller made the second. The motion carried unanimously.

PUBLIC HEALTH BOARD CHRISTMAS BREAKFAST:

Chair Karner introduced Tiffany Hansen with the Public Health Board Christmas Breakfast. Tiffany explained that everyone was given a flyer with the date for breakfast, which is Tuesday, December 5 at 8 AM at CCHD. If you will be attending, please let Andrea know to prepare for a quorum. Ronnie asked if this will be combined with DSS and Tiffany explained that due to the size it would be a separate event.

BUDGET AMENDMENTS:

Chair Karner introduced Tiffany Hansen in place of Leslie McSwain with the budget amendments for CCHD.

ITEM NUMBER ONE:

The Cleveland County Health Department has been awarded a Substance Use Primary Prevention Strategies and Workforce Development Grant through Partners Behavioral Health by NCDHHS. \$18,145 will be used to support youth education, professional development, and community training that will support youth substance use prevention. We are requesting these funds be budgeted in our CODAP (548) department.

ITEM NUMBER TWO:

Healthy Together Cleveland through Atrium Health has donated \$2,500 to the Cleveland County Health Department. These funds will be used towards the cost of marketing and branding of the MedSouth Program. This will support supplies and incentives. We are requesting these funds be budgeted in our Health Promotions (535) department.

ITEM NUMBER THREE:

The Cleveland County Health Department has been awarded \$4,104 through Partner's Behavioral Health. These funds will be used towards the purchase of Nicotine Replacement Therapy medication that will be dispersed to community members for free through the Pharmacy. We are requesting these funds be budgeted in our CODAP (548) department.

Motion: A motion to recommend the proposed budget amendments to the Board of Commissioners was made by Robert Miller and a second was made by Deanna Moseley Lawrence. The motion carried unanimously.

MISCELLANEOUS:

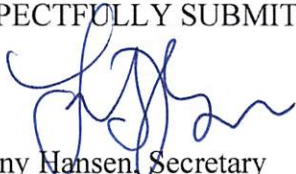
Chair Karner asked if there was any miscellaneous business to discuss. There was no further business that needed to be discussed.

ADJOURN: 6:28 PM

There being no further business, Chair Karner called for a motion to adjourn.

Motion: Sara Karner moved that the Cleveland County Public Health Board meeting be adjourned. The motion carried unanimously.

RESPECTFULLY SUBMITTED,

A handwritten signature in blue ink, appearing to read 'T Hansen', is written over the printed name of Tiffany Hansen.

Tiffany Hansen, Secretary
Cleveland County Public Health Board