

North Carolina Association of Local Health Directors Meeting
April 18, 2024 – 1:00 p.m.
UNC SOG, 400 South Road, Chapel Hill – Room #2603

Call to Order	Quintana Stewart
Approval of Minutes from March Meeting	Lillian Koontz for Wes Gray
Treasurer’s/Financial Report	Lillian Koontz for Wes Gray
President’s Report.....	Quintana Stewart
Executive Director’s Report	Patrick Brown
NC DCFW Division Director	Yvonne Copeland
Deputy Director/Section Chief, Local and Community Support, DPH.....	Stacie Saunders

ACTION ITEMS AND UPDATES - from Work Groups

Partner Update	Patrick Brown
Communications	Sheila Davies
Emerging Issues.....	Iulia Vann
PH Funding and Investments	Jen Greene
PH Data and Performance Measures	Wes Gray
PH Workforce.....	Janet Clayton
Nominations and Bylaws.....	Lillian Koontz
Education and Awards.....	TBA

Region Reports

Region I	Elaine Russell
Region II	Karen Powell
Region III.....	Rachel Willard
Region IV.....	Jennifer McCracken
Region V.....	Tony LoGiudice
Region VI.....	Helene Edwards
Region VII	Cinnamon Narron
Region VIII.....	David Howard
Region IX.....	Ashley Stoop
Region X.....	Joy Brock

Partner Reports

NCAPHA	Janet Clayton
NCPHA.....	Iulia Vann
NACCHO	Lisa Harrison
NCIPH	Amy Joy Lanou
ANCBH	Merle Green
NC-SOG	Kirsten Leloudis
NC SOPHE.....	Ashley Rawlinson

Adjourn

Next Meeting:
May 16, 2024 – 9:30 a.m.
DPH, Cardinal Room, 5605 Six Forks Road, Raleigh

**North Carolina Association of Local Health Directors
Association Business Meeting
March 13, 2024 – 2:00pm
Hilton Raleigh North Hills (3415 Wake Forest Road, Raleigh)**

Minutes

Meeting Called to Order – Quintana Stewart

President Stewart opened the meeting at 1:55pm and welcomed everyone.

Approval Of Minutes – Wes Gray

Minutes were distributed with the packet via email. President Stewart asked for a motion for approval of the minutes.

Motion: Motion to approve was made by Janet Clayton (Person County) and seconded by Josh Kennedy (Polk County). No objections – minutes were approved by consensus.

Treasurer’s Report – Wes Gray

The Treasurer’s Report was distributed with the packet via email. President Stewart asked for a motion to approve the Treasurer’s Report.

Motion: Motion to approve was made by Dr. Iulia Vann (Guilford County) and seconded by Kim Smith (Columbus County). No objections – Treasurer’s Report was approved by consensus.

President’s Report – Quintana Stewart

President Stewart began with a discussion of the vacant health director seat on the NC Local Health Department Accreditation Board. Heath Cain (Lee County) will represent us on the Accreditation board. Paperwork has been submitted and Margaret Benson Nemitz has confirmed. Thank you, Health, for your willingness to serve on that board.

We also had an Accreditation Retreat yesterday in Raleigh. We came to a consensus and a goal for Accreditation. We also heard from people who have served the accreditation process in the past. Gibbie Harris, Chris Hoke, Danny Staley, and Jerry Parks spoke about the history of the project. More to come and we will be sending you updates - overall it was a very productive day.

Medical Malpractice Renewal Update – Steve Worgan

A few quick updates. I am Steve Worgan from Worksite Resources. Patrick wanted me to give you a very brief update. Wanted to give you a timeline – I ask that if you have any detailed or specific questions - email us we will get you any answers. We should shortly have the agency setup with the Department of Insurance and then the broker of record paperwork will be forwarded over to Patrick’s office. A broker of record notification will be sent to the insurance company that confirms that Worksite Resources will be the broker. Our staff have had preliminary conversations with vendors and once the broker of record is made official we can have more productive negotiations with the vendors. We also hope to have new rates on April 1st to maintain continuity. We are shooting for May 1st. One thing – we have about 60% of the data that has been requested by the health directors. We hope to get 100% of people filling out that

form (number of visits, etc.). Once we have that data we can secure the renewal. The most you should budget for a potential increase is 10%. I feel like it may be 5-10%. There is a world where there is a zero increase. Changing brokers will have nothing to do with the rate – it is all about risk ratios. We are at the beck and call of the Association. We will continue to be there in September and any meeting you need us to present at.

Dennis Joyner (Union County) – Will renewal payments occur this fiscal year or after July 1? We usually pay it early in the fiscal year.

Steve - Whatever we have done in the past we would like to repeat. We can work with health departments to mirror the partnership previously. We truly appreciate the partnership and helping us with this.

Executive Director's Report – Patrick Brown

Thanks Steve and I will be reaching out to counties to get their data in. Once we get through renewal we can start a new round of reaching out about ancillary programs. As I jump into my report I will be transparent about the establishment of that structure with Department of Insurance. NC Innovations was approved back in August as a for-profit entity that is also an insurance agency. Matt Worgan is licensed to sell insurance and is a part of that agency. They are under a contractual agreement rather than an employee. A good attorney is advising us about setting it up. We are delaying signing the final Articles of Incorporation to make sure all is good going forward. The one slight tweak to that structure is that as we establish a board. There will be a board for that for-profit entity, the health director's Association is the sole owner and the board is for advisory purposes. The advisory committee early on will be the board role going forward. We have been recommended that Matt Worgan will have a seat on the board. The rest of the seats on the board will be health directors and I will have a seat as a staff member. Scott Harrelson (Craven County) and Janet Clayton have agreed to be officers on the board. We will come back to the Association to establish a process to appoint that first board. If you have questions or thoughts feel free to reach out.

Other updates – we are excited for the Public Health Leaders conference this week. There are a couple of meetings happening this week. Tomorrow afternoon a few officers and health directors will sit down with Mark Benton. Mark has expressed some interest in sitting down with us.

Yvonne Copeland is also meeting with some of the executive team on Friday to discuss some of the structure we can put in place to help make the WIC budgeting process work better going forward.

There is continued work around the behavioral health funding legislative ask. Ashley Perkinson has already seen some interest at the legislature and has had some encouraging signs. There is also some chatter about opioid dollars and how those will be distributed.

I want to thank the workforce workgroup for taking up pretty challenging issues around health director qualifications and getting that Association vote. This will go in the agency bill. We have been in contact with Sen. Bells offices who wants to see that get done.

Jennifer Greene (Cumberland County)– Do we have an idea when the legislative calls will start again?

Patrick – We will probably start the 1st or 2nd week of April. Session starts April 24th. We are looking at every Monday or every other Monday depending on how things are moving.

I want to thank Scott for having Justin Neece present on the i2i pilot in Craven. Justin will present a deeper backstory in Craven and other pilot counties. There will be a longer and more protected time for Q & A. We would love to have more health directors involved and if you can't make it in person we will make sure there is a virtual option. I have asked Justin to sit down with me and the officers to get everyone up to speed on this project. Following that process, we can see if this is an Association priority and if there is a possible funding ask that we can make or explore. We are seeing some interest after that presentation and we hope to have some next steps identified in the next few weeks.

There is an open question about the food and lodging education visit completion requirement. This originated for me with a request from Mecklenburg County. We want to see if there are any conversations we can have with the State around funding complications as a result of some late guidance and implementation on some of those requirements.

Paige Bennett (Mecklenburg County) said that they were on par to meeting over 90% compliance but we will probably not meet 100% due to initial delays. Two paths forward is that I will write a letter, and the second is to get into contact with State staff to see if there are any flexibilities.

Dennis Joyner – One thought could be to check with the environmental health supervisors group to see if we can get a good sense of thinking about this issue so we can set a common tone. Ellis Matheson (Buncombe County) mentioned that she had brought up this issue with her supervisor and they were in support of addressing this.

Lillian Koontz (Davidson County) mentioned that the supervisors were meeting next week and we can ask them to bring it up then.

Last item – I wanted to bring up efforts about raising funds for the John Rouse Scholarship. I have met with his family and their preference is an endowed scholarship at Campbell University for new students. Their endowment minimum is about 25K. We are closing in on 10k. In addition to that, I have gotten a list of vendors that did a lot with Harnett County. We have received donations so far from Patagonia and CDP. The Ageing Section at NCPHA is also trying to be a part of this fundraising effort. The planning committee for Public Health Leaders has given me time to announce this at the conference. We will have a QR code on the screen and at booths and on tables to spark some movement. I reached out to several folks to reach a matching gift. I have had a commitment of about \$2,500 for a match. I started with a short list to reach out to folks – if you are interested in being part of that matching pool I will do a last tally tonight and tomorrow before the announcement. There have been some very generous gifts coming in for that. Monica and Campbell have said that this was important to them and it is very important to me. If we don't hit the endowment target we still get a lot of benefit for public health.

Jen Green (Appalachian District) thanked Patrick for his efforts around this project.

NC DHHS Assistant Secretary for Health - Stacie Saunders for Dr. Susan Kansagra.

AA 121 – the 4.3 million coming to us in 2 buckets. \$50k a year for this year and next year. We had to release this in FY 24. This is flexible funding but we do have to report how we spent these finds and how much was unspent. These carry over to FY 25. "Does not revert" means that this is carry forward.

I don't think anyone has any expectations that you can spend that meaningfully in FY 24 so that is why its mostly going to carry forward.

Shane Smith sent out a survey to your Food and Lodging folks asking about permitted and bars. Please make sure your environmental health staff are working on submitting that survey. Stacie will ask Shane to send it again.

I also want to encourage you to complete the Foundational Capabilities survey. We want to look at your survey last year and do this each year to see change over time. Your ARPA workforce folks are transitioning to the Foundation Capabilities space. This is the second deliverable of AA 117. You will see a link to this tomorrow. This will also go out to the preparedness, environmental health, CD, etc. list-serves so we can get a lot of input from staff.

Paige asked if we can get a list of who completed it last year from staff. Stacie can ask Rose. There is no guarantee that the same folks will fill out each year. We are mainly getting a sense of time because there will mainly be turnover over time. Last year if came from the ARPA Workforce Initiative and the regions really took the lead on data collection.

I also want to announce that David Stone is leaving us at the end of the week. He is too attached to public health to go to far. He is doing some work with the Institute and Accreditation. As a local health department liaison, he has worked with many of you throughout Covid and beyond. He has also been a local health director at one point.

David Stone – I am staying mostly in the Accreditation world working with Margaret through the transition to these new activities and I will fill in for Margaret while she goes on leave later this summer. I will be doing some TA with ASTO over the next few years. Then I am calling it quits. This August 1 will be 40 years in public health.

(Applause and congratulations – editor’s note)

Lastly, welcome to Public Health Leaders conference. We have 2 days of focusing on excellence in public health. Most of the breakout sessions are focusing on the foundational capabilities. I want to thank you all for being here and it is really great to have you all in the same space.

NC DCFW Division Director – Yvonne Copeland

I really appreciate the opportunity to talk about WIC today. Its been on the forefront of our minds for some time. Staff have been meeting for 18 months to talk about nutritional security. We have also briefed the Secretary monthly on the cliff and the aftermath of the end of the waiver. We started in April last year to put WIC on the Secretary’s agenda. When we think of WIC, its participation, participation, participation.

In 2019, we were facing a \$9 million potential cut due to participation drop. Thanks to Covid and some waivers, we were able to avoid that cut. Now we are dealing with declining numbers even after the end of the waiver. I want to recognize your WIC directors that have been trying to manage this with us since at least last April. We also realize there is an issue of workforce shortage and the misalignment of county and fiscal year budgeting. We are going to dig in a little here to level set. Yvonne went over her slide packet. We value you as a Department and certainly from DCFW. We all want budget predictability. We want to figure out how we can solve any issues that impede that predictability.

Congress passed the budget over the weekend (March 8). We don’t know how that affects NC yet. Everything gets put into a formula at the USDA level. This is based on the overall budget, the

participation, and USDA guidance. It takes about 3 to 5 weeks to get notification of that allocation. Once that happens, in mid-June, we will reassess your participation. The budget estimates that you received were based on your participation from August, September, and November, and projected participation based on that trend. This is about a 90-day lag. We will also know the USDA guidance and the final allocation. Lesson learned – we will engage in conversations in the funding workgroup or another workgroup to make that communication around estimates better going forward.

Funding is \$16.60 per participant. This is been the rate the last 3 years. The WIC grant is earned. If we don't earn the funds we receive we are subject to a penalty. We will look at the most recent trend in June when we look at doing extra estimates. We will use the best numbers that help the agencies. We didn't use August because it was inflated with state assisted issuance. We will be looking at January, February, and March.

Other factors are the change in vendor, food costs, and formula changes. We saw the cliff coming, which saw over 30,000 participants drop. Historically, budget estimates are always lower than final allocations. There is a slight relationship between the final allocation and previous statewide participation. We will look at what we can do at the state level to address any possible gaps. We are going to talk about what the state can do to fill our gap. The Secretary also wants the locals to provide data on what they are doing to fill those gaps and try to increase participation.

What have we been doing? Waivers, and we added a regional nutrition consultant and the WIC outreach campaign. We used 2023 admin funds to do that campaign. Two-way texting has been going pretty well but not all agencies are using this tool. This has worked well at DSS. The website has been going well and the participant portal that is about to go live will help to build efficiencies and lessen the burden on participants and your staff.

On our monthly calls, we have varied participation and a lot of agencies aren't participating. We analyze and discuss and problem solve on these calls and I would encourage you and your agencies to participate.

Nina Oliver (Carteret County) – Can the minutes for the monthly meetings be sent out to the health directors?

Yvonne said she will look into the issues and make sure that the calls are memorialized or minutes / slides can be sent out.

Iulia Vann asked about the WIC outreach campaign - what is airing and what are the venues where this is being shared? This is earned media (not shared). Some radio, no television, and a lot of social media. We have also pushed out a lot of media for agencies to share locally.

There was a survey that recently went out. We had a 35% response rate to that survey about WIC workforce. We were able to determine that we could expand WIC by 50% if we were able to maximize FNS, Medicaid expansion, and other avenues. One thing we looked at was texting. We know we could have reached out to them more and maybe tried more contact points. We did not see as much impact as we would like. We don't want to throw enrollment your way and have people coming in where you cannot manage the increased capacity. Some strategies may not work in rural or urban areas and will need to be made on a case by case basis.

We want to work on engaging more deeply with the Association and making this a transparent process. We can drill down on participation rates with you on an individual basis.

Jen said thank you for being here. Slide #4 (on Yvonne's PowerPoint) is this the total budget for WIC or the amount that goes out to local agencies. This is the total aggregate for admin. Also, in regards to reverted funds for WIC admin, local agencies have a max and min for agency administration. This is driven by a time study. This is an area where we need help from the state on how to make this number more accurate to budget for and get exactly right. I also want to thank you for the dialogue. If some of these agencies with cuts have a deep budget gap, that will lower participation and will affect all of us.

David Howard (Brunswick County) – Does USDA set in stone the numbers of persons eligible for the program? How has that denominator changed over the last 5 years? We need to know how those estimates are made so locals know where to go and find those people to drive participation up.

Yvonne is going to go back and make sure she gets a correct answer on the denominator question.

Tracy Simmons-Kornegay (Duplin County) – Most of our participants are working and cannot prioritize a WIC visit over work or other appointments. Can we advocate for keeping the COVID era adaptations that worked well for working people?

Yvonne will check. Nationally participation is up – why is it down in NC? That's what I would like to know.

Josh Kennedy asked if we could get more data on FNS and parsing out all these legal issues with data sharing.

Yvonne agreed and said that one of the reasons DCFW was established is to make that data sharing with FNS and DSS easier to facilitate. We are working on the people process and the technology process.

Jessica Wall (Yadkin County) – Where do we get the number of eligible folks in the county to set our goal target? How often are you recalculating my baseline and where are you getting that number from?

Angel Callicutt (Montgomery County) – The struggle is always hiring. We use some contract staff and that is very expensive. Is there some buying power or way we can go through the Alliance to get better costs for staffing? I had to get "very creative" to get this through my budget.

Lillian Koontz – The monthly WIC director calls are an issue. Staff have made complaints about the requirement of being on that call. The folks at WIC pre DCFW have told us to not record and not take minutes. My request is that I am asking my WIC director to being in the clinic more – an hour and a half a month on the WIC director call takes them out of the clinic. No requirement and added minutes would be great. Point # 2 – What I have never heard pre-DCFW. The state program talks to the locals about what they need to do – the state does not take local feedback and push that back up to the national level. We always hear that that's what the feds require and we don't make any changes about what is required.

Yvonne says that we definitely advocate for the program on the national level. We strategize over what we are asking and when we are making that ask. The more we talk about workforce and how to change those requirements the better. Its hard to make a case about participation when national participation rates have gone up. We also advocate directly to the USDA.

President Steward thanked Yvonne.

Work Groups

PH Data and Performance Measures - Lillian Koontz

The environmental health survey will be going out before next month.

No other reports since no groups met due to Public Health Leaders Conference.

Regional Reports

None

Partner Reports

NCPHA – Dr. Iulia Vann

If you have not heard the news – Dr. Sarah Morrow has passed away. I work in a building with her name on it in Guilford. She passed two weeks ago and NCPHA is working on recognition. Family is going to celebrate her life on April 27th at 3:00pm at the O'Henry Hotel (624 Green Valley Road, Greensboro, NC 27408). NCPHA is starting to work really hard on the fall conference and more to come on the theme in the next few weeks.

NC IPH

Patrick will email out some brief updates. Next week there is a dinner coordinated by PHAB with invitations to some folks at the Institute and DPH. Patrick asked for an expanded pool including officers. PHAB is interested in lines in the NC IOM report about alignment with our Accreditation program and PHAB.

NC – SOG

Health Directors Legal Conference is April 17 and 18th.

Adjourn

Jessica Wall made the motion to adjourn, seconded by Jennifer Green. Meeting is adjourned at 3:30pm.

North Carolina Association of Local Health Directors, Inc.
Statement of Financial Position
As of March 31, 2024

ASSETS

Bank Accounts

CD-SECU *4185 40,000.00

Checking-SECU *6586 500.00

Checking-TB *1894

Accreditation Fund 72,166.33

General Operating 39,580.65

Total Checking-TB *1894 \$ 111,746.98

Money Market-SECU *0321 5,161.64

Money Market-TB *7815

Accreditation Fund 100,000.00

General Operating 200,564.50

Legal Fund 59,886.40

Total Money Market-TB *7815 \$ 360,450.90

Savings-SECU *1387 44.05

Total Bank Accounts \$ 517,903.57

Accounts Receivable 3,513.75

TOTAL ASSETS \$ 521,417.32

LIABILITIES AND EQUITY

Liabilities

Accounts Payable 7,531.99

Total Liabilities \$ 7,531.99

Equity

Temporarily Restricted Funds

Accreditation Fund 128,514.16

Legal Fund 59,886.40

Total Temporarily Restricted Funds \$ 188,400.56

Unrestricted Net Assets 211,103.02

Change in Net Assets 114,381.75

Total Equity \$ 513,885.33

TOTAL LIABILITIES AND EQUITY \$ 521,417.32

North Carolina Association of Local Health Directors, Inc.
Statement of Activities - Budget vs Actual
July 2023 - March 2024

	Actual	Budget	Budget	% of Budget
Revenue				
Interest/Dividend Income	6,189.32	2,700.00	3,489.32	229.23%
Meeting/Conference Revenue				
Sponsorships	3,000.00	0.00	3,000.00	
Revenue	\$ 3,000.00	\$ -	\$ 3,000.00	
Membership Revenue				
NACCHO Rebate	3,013.75	3,300.00	(286.25)	91.33%
NCALHD Dues	136,629.79	136,680.00	(50.21)	99.96%
Total Membership Revenue	\$ 139,643.54	\$ 139,980.00	\$ (336.46)	99.76%
Total Revenue	\$ 148,832.86	\$ 142,680.00	\$ 6,152.86	104.31%
Expenses				
Admin Services	56,250.00	75,000.00	(18,750.00)	75.00%
Awards	634.30	700.00	(65.70)	90.61%
Bank Charges	39.00	12.00	27.00	325.00%
Licenses	1,661.60	950.00	711.60	174.91%
Meetings/Travel	6,819.91	7,000.00	(180.09)	97.43%
Miscellaneous	331.00	0.00	331.00	
Professional Services				
Accounting Fees	0.00	1,500.00	(1,500.00)	0.00%
Consulting Fees	42,000.00	45,000.00	(3,000.00)	93.33%
Legal Fees	6,916.00	10,000.00	(3,084.00)	69.16%
Total Professional Services	\$ 48,916.00	\$ 56,500.00	\$ (7,584.00)	86.58%
Sponsorships/Marketing	49.00	1,000.00	(951.00)	4.90%
Website & Technology	224.35	970.00	(745.65)	23.13%
Total Expenses	\$ 114,925.16	\$ 142,132.00	\$ (27,206.84)	80.86%
Change in Net Assets	\$ 33,907.70	\$ 548.00	\$ 33,359.70	6187.54%