



Accreditation Board Meeting Minutes

May 19, 2023

9:30 a.m. – 1:30 p.m.

*Cardinal Room, DPH Building 3, 5605 Six Forks Road, Raleigh NC
Zoom*

Board Members Present:

Mr. David Stanley, Chair
Karen Powell
Dr. Rhonda Stephens
Kevin Austin
Dr. Benjamin W. Tillett
Dr. Susan Haynes Little
Calvert Jeffers
John Rouse
Anna Schenck
Bertadean Baker
Jerry Parks

Board Members Absent:

Ms. Virginia Niehaus

Staff Present:

Jo Morgan
Margaret Benson Nemitz
Faith McHale

Site Visitors Present:

Pamela Brown
Tommy Jarrell
Heath Cain
Deborah Herring
Rebecca McLeod
Leeanne Whisnant
Wes Gray
Ann Absher

Guests:

Hoke County Health Department

Jenny McDuffie
Ulva Little

Orange County Health Department

Quintana Stewart

Burke County Department of Public Health

Danny Scalise

Caldwell County Health Department

Anna Martin

Durham County Department of Public Health

Elizabeth Stevens

Rochelle Talley

Beaufort County Public Health Department

JaNell Octigan

Cleveland County Health Department

DeShay Oliver

Jones County Health Department

Wesley Smith

Cumberland County Department of Public Health

Dr. Jennifer Green

Ashley Curtice

Martina Sconiers-Talbert

Hyde County Health Department

Luana Gibbs

AppHealthCare

Jennifer Greene

Melissa Bracey

Dare County Department of Health and Human Services-Public Health Division

Sheila Davies

Brunswick County Health Services

David Howard

Marjorie Rayl

Cabarrus Health Alliance

Erin Shoe

Asma Warrich

Davie County Health and Human Services-Division of Public Health

Suzanne Wright

Welcome

Board Chair David Stanley introduced himself and welcomed participants to the meeting. NCLHDA staff introduced themselves. Board members introduced themselves.

Board Chair Stanley introduced approval of the minutes as the first agenda item. Staff Member Margaret Benson Nemitz shared revisions submitted by Board Member Virginia Niehaus including correcting a typo and clarifying some language.

Chair Stanley entertained a motion to approve the March 2023 minutes with suggested revisions. Board Member Dr. Susan Haynes Little made a motion to approve. Board Member John Rouse seconded the motion. The motion passed unanimously.

Staff Member Benson Nemitz introduced changes to the agenda items, including a name change and an edit to the Board Member Updates section.

Chair Stanley entertained a motion to approve the changes to the agenda items. Board Member Jerry Parks made a motion to approve. Board Member Dr. Haynes Little seconded the motion. The motion passed unanimously.

Accreditation Adjudication Process & Site Visit Reports

Interim Administrator Jo Morgan began the process by sharing some information regarding logistics for the meeting. Staff member Faith McHale shared information regarding plaques and lanyards for health departments. Interim Administrator Morgan reminded Board members that the NCLHDA Board is a state board and governed by the state ethics act. She also reminded the Board that if any members have any real or perceived conflict of interest to please verbally inform the rest of the Board that they will be recusing themselves from voting.

Chair Stanley acknowledged that he would recuse himself from voting for Brunswick County's adjudication. Interim Administrator Morgan explained that Vice Chair Karen Powell would take over during the adjudication process for Brunswick County.

Hoke County Health Department Accreditation Adjudication

Interim Administrator Morgan transitioned the board into the adjudication process by introducing Pamela Brown as the Lead Site Visitor and Helene Edwards as the Health Director. Chair Stanley began the adjudication process for Hoke County Health Department. Deputy Health Director Jenny McDuffie represented Hoke County Health Department at the meeting. Ms. Brown shared her report. She noted best practices of excellent policies, a nicely designed strategic plan, detailed Board of Health minutes, and a well-staffed and well-implemented diabetes program. Ms. Brown shared that the Site Visit Team was able to designate 144 of 147 activities. Activity 24.3, 30.6, and 36.2 were the activities not met. Ms. Brown, on behalf of the Site Visit Team, recommended reaccreditation with honors.

Chair Stanley asked Deputy Health Director Jenny McDuffie if she wanted to share anything about the site visit experience. Ms. McDuffie shared that the site visitors made the day pleasant.

Chair Stanley stated that the Site Visit Team had recommended the Hoke County Health Department be reaccredited with honors and asked if someone would make a motion. Board Member Rouse made a motion to approve, and Board Member Dr. Haynes Little seconded the motion. The motion passed unanimously.

Orange County Health Department Accreditation Adjudication

Chair Stanley began the adjudication process for Orange County Health Department. Lead Site Visitor Pamela Brown shared her report. She noted best practices of the Gateway Collaborative, a supportive Board of Health and excellent meeting minutes, and the Family Success Alliance program. Ms. Brown shared that the Site Visit Team was able to designate 146 of 147 activities. Activity 26.2 was the activity not met. Ms. Brown, on behalf of the Site Visit Team, recommended reaccreditation with honors.

Chair Stanley asked Health Director Quintana Stewart if she wanted to share anything about the site visit experience. Ms. Stewart explained that she agreed with the assessment of the Site Visit Team. She also shared that she enjoyed the hybrid site visit.

Chair Stanley invited Board members to ask questions. There was discussion about the work being done to meet activity 26.2 and about the Gateway Collaborative.

Chair Stanley stated that the Site Visit Team had recommended the Orange County Health Department be reaccredited with honors and asked if someone would make a motion. Board Member Rouse made a motion to approve, and Board Member Parks seconded the motion. The motion passed unanimously.

Burke County Health Department Accreditation Adjudication

Chair Stanley began the adjudication process for Burke County Health Department. Lead Site Visitor Tommy Jarrell shared his report. He noted the best practice of the health department responding to a growing Hispanic population by hiring a Spanish-speaking workforce and training all staff in Spanish. Mr. Jarrell shared that the Site Visit Team was able to designate 133 of 147 activities as met. Activities 4.3, 10.2, 24.3, 25.2, 26.1, 26.2, 26.3, 30.6, 30.8, 31.5, 33.5, 36.2, and 36.3 were not met. Mr. Jarrell acknowledged that many of the unmet activities were due to public health records being transferred from the public health department to the county human resources department. After the site visit, the health department was able to provide evidence for activities 26.1, 26.3, 30.8, 31.5, and 33.5. After further review, the Site Visit Team determined that activities 26.3, 30.8, and 31.5 were met. After the final review, the department was able to meet 136 of 147 activities. Mr. Jarrell, on behalf of the Site Visit Team, recommended reaccreditation.

Chair Stanley asked Health Director Danny Scalise if he wanted to share anything about the site visit experience. Mr. Scalise expressed his thanks for the Site Visit Team and their help with the process.

Chair Stanley invited Board members to ask questions. Board Member Parks shared that he was impressed with the Board of Health in Burke County, explaining that their support is a testament to the health department's progress. Chair Stanley shared that he thought the Accreditation 10-day rule was helpful for the county.

Chair Stanley stated that the Site Visit Team had recommended the Burke County Health Department be reaccredited and asked if someone would make a motion. Board Member Parks

made a motion to approve, and Board Member Calvert Jeffers seconded the motion. The motion passed unanimously.

Caldwell County Health Department Accreditation Adjudication

Chair Stanley began the adjudication process for Caldwell County Health Department. Lead Site Visitor Heath Cain shared his report. He noted best practices of the RESTART Program, a drug addiction and therapy program within the Human Services building, and he noted that he was impressed with the Board of Health members who were present during the site visit. Mr. Cain shared that the Site Visit Team was able to designate 143 of 147 activities. Activities 15.4, 30.4, 34.4, and 36.2 were the activities not met. Mr. Cain, on behalf of the Site Visit Team, recommended reaccreditation.

Chair Stanley asked Health Director Anna Martin if she wanted to share anything about the site visit experience. Ms. Martin shared that they had a great experience during the site visit and thanked the team.

Chair Stanley invited Board members to ask questions.

Chair Stanley stated that the Site Visit Team had recommended the Caldwell County Health Department be reaccredited and asked if someone would make a motion. Board Member Jeffers made a motion to approve, and Board Member Kevin Austin seconded the motion. The motion passed unanimously.

Durham County Department of Public Health Accreditation Adjudication

Chair Stanley began the adjudication process for Durham County Department of Public Health. Site Visitor Deborah Herring shared a report on behalf of Lead Site Visitor Andy Smith. She noted best practices of the collaborative efforts to develop an evidence-based intervention to address priorities within the community health assessment, and the agreement between the Durham County Department of Public Health and the Lincoln Community Health Center. Ms. Herring shared that the Site Visit Team was able to designate 147 of 147 activities. Ms. Herring, on behalf of the Site Visit Team, recommended reaccreditation with honors.

Chair Stanley asked Deputy Health Director Liz Stevens if she wanted to share anything about the site visit experience. Ms. Stevens shared that Health Director Rodney Jenkins was out of town and she was present on his behalf. Ms. Stevens explained that it was a wonderful experience with the hybrid site visit and thanked the Site Visit Team. Accreditation Coordinator Rochelle Talley shared that the site visit went smoothly and recognized Site Visit Coordinator Jo Morgan for her help with the site visit.

Chair Stanley asked Ms. Stevens and Ms. Talley to expand on their experience collaborating with the Lincoln Community Health Center. Ms. Stevens shared how the health center provides primary care, EI, and WIC services.

Chair Stanley stated that the Site Visit Team had recommended the Durham County Department of Public Health be reaccredited with honors and asked if someone would make a motion. Board Member Dr. Haynes Little made a motion to approve, and Board Member Dr. Rhonda Stephens seconded the motion. The motion passed unanimously.

Beaufort County Public Health Department Accreditation Adjudication

Chair Stanley began the adjudication process for Beaufort County Public Health Department. Site Visitor Rebecca McLeod shared a report on behalf of Lead Site Visitor Andy Smith. Ms. McLeod shared that the Site

Visit Team was able to designate 147 of 147 activities. Ms. McLeod, on behalf of the Site Visit Team, recommended reaccreditation with honors.

Chair Stanley asked Health Director JaNell Octigan if she wanted to share anything about the site visit experience. Ms. Octigan offered thanks to the Accreditation Coordinator for Beaufort County, the management team, and the Board of Health. She also thanked the Site Visit Team for their help.

Chair Stanley invited Board members to ask questions.

Chair Stanley stated that the Site Visit Team had recommended the Beaufort County Public Health Department be reaccredited with honors and asked if someone would make a motion. Board Member Rouse made a motion to approve, and Board Member Anna Schenck seconded the motion. The motion passed unanimously.

Cleveland County Health Department Accreditation Adjudication

Chair Stanley began the adjudication process for Cleveland County Health Department. Site Visitor Heath Cain shared a report on behalf of Lead Site Visitor Andy Smith. He noted best practices of the employee wellness program, the pharmacy inside the building, and incentivization for staff to work on wastewater monitoring backlogs. Mr. Cain shared that the Site Visit Team was able to designate 146 of 147 activities. Activity 37.5 was not met. Mr. Cain, on behalf of the Site Visit Team, recommended reaccreditation with honors.

Chair Stanley asked Deputy Health Director DeShay Oliver if she wanted to share anything about the site visit experience. Ms. Oliver shared that she was representing Cleveland County Health Department on behalf of Health Director Tiffany Hansen who was not able to attend the meeting. She also shared that the hybrid site visit went well, and she appreciated everyone's support.

Chair Stanley asked Ms. Oliver to share more details about incentivizing staff to work on wastewater monitoring backlogs. Ms. Oliver shared that the Board of County Commissioners recognized the need to address the backlog and that the temporary program put in place worked well to address this issue.

Chair Stanley stated that the Site Visit Team had recommended the Cleveland County Health Department be reaccredited and asked if someone would make a motion. Board Member Jeffers made a motion to approve, and Board Member Austin seconded the motion. The motion passed unanimously.

Jones County Health Department Accreditation Adjudication

Chair Stanley began the adjudication process for Jones County Health Department. Site Visitor Deborah Herring shared a report on behalf of Lead Site Visitor Andy Smith. She noted best practices of activity 24.3 (their training log was exceptional) and activity 25.2 (the strategies to improve breastfeeding outcomes). Ms. Herring shared that the Site Visit Team was able to designate 146 of 147 activities. Activity 30.3 was not met. Ms. Herring, on behalf of the Site Visit Team, recommended reaccreditation with honors.

Chair Stanley asked Interim Health Director Wesley Smith if he wanted to share anything about the site visit experience. He introduced several members of the staff and acknowledged their hard work. He noted that the hybrid site visit went well and that they were thankful for the Site Visit Team.

Chair Stanley invited Board members to ask questions. Board Member Parks noted that Jones County was able to receive accreditation with honors despite its smaller size.

Chair Stanley stated that the Site Visit Team had recommended the Jones County Health Department be reaccredited with honors and asked if someone would make a motion. Board Member Dr. Tillett made a motion to approve, and Board Member Dr. Haynes Little seconded the motion. The motion passed unanimously.

Cumberland County Department of Public Health Accreditation Adjudication

Chair Stanley began the adjudication process for Cumberland County Department of Public Health. Lead Site Visitor Leeanne Whisnant shared her report. She noted best practices of developing a large collaborative with many community members involved to address the areas of homelessness, substance abuse, and jail health. She also noted that they have installed a Narcan vending machine at the jail. They have also piloted utilizing Uber to transport patients. Ms. Whisnant shared that the Site Visit Team was able to designate 146 of 147 activities. Activity 7.3 was the activity not met. Ms. Whisnant, on behalf of the Site Visit Team, recommended reaccreditation with honors.

Chair Stanley asked Health Director Dr. Jennifer Green if she wanted to share anything about the site visit experience. Dr. Green shared that the Site Visit Team was helpful in making the process more relaxing. She also offered thanks to the Accreditation Coordinator Martina Sconiers-Talbert and Deputy Health Director Ashley Curtice. Accreditation Coordinator Martina Sconiers-Talbert thanked the Site Visit Team and Site Visit Coordinator Jo Morgan. Deputy Health Director Ashley Curtice expressed thanks to the Site Visit Team for their help.

Chair Stanley invited Board members to ask questions. There was further discussion about the Narcan vending machine at the jail.

Chair Stanley stated that the Site Visit Team had recommended the Cumberland County Department of Public Health be reaccredited with honors and asked if someone would make a motion. Board Member Dr. Stephens made a motion to approve, and Board Member Jeffers seconded the motion. The motion passed unanimously.

Hyde County Health Department Accreditation Adjudication

Chair Stanley began the adjudication process for Hyde County Health Department. Lead Site Visitor Leeanne Whisnant shared her report. She noted best practices of the health department providing primary care services through tele-medicine until they were able to hire a full-time mid-level provider in house to meet the needs of the community. Ms. Whisnant shared that the Site Visit Team was able to designate 143 of 147 activities. Activities 15.3, 17.1, 24.3, and 30.3 were not met. Ms. Whisnant, on behalf of the Site Visit Team, recommended reaccreditation.

Chair Stanley asked Health Director Luana Gibbs if she wanted to share anything about the site visit experience. Ms. Gibbs acknowledged and thanked the co-accreditation coordinators and the Board of Health. She also mentioned that the hybrid site visit worked well. She also thanked Lead Site Visitor Leanne Whisnant and the Site Visit Team for their help.

Chair Stanley invited Board members to ask questions. Board Member Dr. Haynes Little acknowledged the work of the Board of Health and Health Director Luana Gibbs.

Chair Stanley stated that the Site Visit Team had recommended the Hyde County Health Department be reaccredited and asked if someone would make a motion. Board Member Dr. Haynes Little made a motion to approve, and Board Member Jeffers seconded the motion. The motion passed unanimously.

AppHealthCare Accreditation Adjudication

Chair Stanley began the adjudication process for AppHealthCare. Lead Site Visitor Wes Gray shared his report. He noted best practices of identifying community needs in the areas of behavioral health and dental services, their model for providing primary care services, their call center, and community garden. Mr. Gray shared that the Site Visit Team was able to designate 146 of 147 activities. Activity 24.3 was not met. Mr. Gray, on behalf of the Site Visit Team, recommended reaccreditation with honors.

Chair Stanley asked Health Director Jennifer Greene if she wanted to share anything about the site visit experience. Ms. Greene thanked the Site Visit Team and noted that they enjoyed the hybrid site visit model. She also acknowledged Accreditation Coordinator Melissa Bracey for her work. Ms. Bracey shared that the process went smoothly and acknowledged the staff.

Chair Stanley asked questions and initiated discussion about the dental clinic. Board Member Parks commended the health department for being resourceful and acknowledged that district health departments are structured differently than county health departments. There was further discussion about the structure of the health department.

Chair Stanley stated that the Site Visit Team had recommended AppHealthCare be reaccredited with honors and asked if someone would make a motion. Board Member Parks made a motion to approve, and Board Member Dr. Haynes Little seconded the motion. The motion passed unanimously.

Dare County Department of Health and Human Services-Public Health Division Accreditation Adjudication

Chair Stanley began the adjudication process for Dare County Department of Health and Human Services-Public Health Division. Lead Site Visitor Wes Gray shared his report. He noted best practices of documenting orientation requirements, how new employees were introduced at Board of Health meetings, and their collaboration with the hospital and other community partners during the COVID-19 pandemic. Mr. Gray shared that the Site Visit Team was able to designate 147 of 147 activities. Mr. Gray, on behalf of the Site Visit Team, recommended reaccreditation with honors.

Chair Stanley asked Health Director Dr. Sheila Davies if she wanted to share anything about the site visit experience. Dr. Davies shared that they enjoyed the hybrid model of the site visit. She acknowledged the Accreditation Coordinator Laura Willingham and the staff.

Chair Stanley invited Board Members to ask questions.

Chair Stanley stated that the Site Visit Team had recommended Dare County Department of Health and Human Services-Public Health Division be reaccredited with honors and asked if someone would make a motion. Board Member Austin made a motion to approve, and Board Member Jeffers seconded the motion. The motion passed unanimously.

Brunswick County Health Services Accreditation Adjudication

Chair Stanley recused himself from this adjudication process due to a conflict of interest. Vice Chair Powell began the adjudication process for Brunswick County Health Services. Lead Site Visitor Ann Absher shared her report. She noted the tremendous improvement of the health department since its last site visit and noted that they had listed earning reaccreditation with honors as a goal within their strategic plan.

Ms. Absher shared that the Site Visit Team was able to designate 146 of 147 activities. Activity 2.1 was the activity not met. Ms. Absher, on behalf of the Site Visit Team, recommended reaccreditation with honors.

Health Director David Howard acknowledged the work that the previous Health Director, Cris Harrelson, had done preparing for reaccreditation. He also noted that the hybrid site visit model worked well. He then thanked Accreditation Coordinator Marjorie Rayl and the staff for their hard work.

Vice Chair Powell invited Board members to ask questions.

Vice Chair Powell stated that the Site Visit Team had recommended Brunswick County Health Services be reaccredited with honors and asked if someone would make a motion. Board Member Jeffers made a motion to approve, and Board Member Dr. Tillett seconded the motion. The motion passed unanimously.

Cabarrus Health Alliance Accreditation Adjudication

Chair Stanley began the adjudication process for Cabarrus Health Alliance. Lead Site Visitor Ann Absher shared her report. She noted the local and national recognition that Cabarrus Health Alliance has received. She also noted the best practices of their workforce development plan and their substance use network. Ms. Absher shared that the Site Visit Team was able to designate 145 of 147 activities. Activities 24.3 and 26.1 were not met. Ms. Absher, on behalf of the Site Visit Team, recommended reaccreditation.

Chair Stanley asked Health Director Erin Shoe if she wanted to share anything about the site visit experience. Ms. Shoe thanked the Site Visit Team and acknowledged the Accreditation Coordinator Asma Warrich. She also noted that they have begun putting improvement plans in place for the activities that were not met. Ms. Warrich acknowledged the hard work of the staff and the helpfulness of the Site Visit Team.

Chair Stanley asked a question and initiated discussion about the programs being offered for substance use disorders.

Chair Stanley stated that the Site Visit Team had recommended Cabarrus Health Alliance be reaccredited and asked if someone would make a motion. Board Member Dr. Stephens made a motion to approve, and Board Member Dr. Tillett seconded the motion. The motion passed unanimously.

Davie County Health and Human Services-Division of Public Health Accreditation Adjudication

Chair Stanley began the adjudication process for Davie County Health and Human Services-Division of Public Health. Lead Site Visitor Rebecca McLeod shared her report. She noted the best practices of the development of their coordinated opioid response and their relationship between their division of public health and Kintegra Family medicine.

Ms. McLeod shared that the Site Visit Team was able to designate 146 of 147 activities. Activity 38.2 was not met. Ms. McLeod, on behalf of the Site Visit Team, recommended reaccreditation with honors.

Chair Stanley asked Health Director Suzanne Wright if she wanted to share anything about the site visit experience. Ms. Wright thanked the Site Visit Team and noted that the hybrid site visit model worked well. She acknowledged the staff and accreditation coordinators.

Chair Stanley asked a question and initiated discussion regarding the health department being co-located with the Sheriff's department. Board Member Austin complimented the health department and Health Director Suzanne Wright.

Chair Stanley stated that the Site Visit Team had recommended Davie County Health and Human Services-Division of Public Health be reaccredited with honors and asked if someone would make a motion. Board Member Jeffers made a motion to approve, and Board Member Dr. Haynes Little seconded the motion. The motion passed unanimously.

Other Business

Board Member Updates

Interim Administrator Morgan shared that before former Administrator Amy Belflower Thomas left, she was working to get vacancies on the Board filled. There are currently four vacancies on the Board: one vacancy for Board of Health, one vacancy for Health Directors, and two vacancies for County Commissioners. Interim Administrator Morgan stated that Marielena Moreno-Garcia from Alamance County has been recommended for the Board of Health vacancy. Health Director of Columbus County, Kim Smith, has also been recommended to fill the Health Director vacancy. Both these recommendations are on their way to the secretary's office for approval. There is no action for the Board to take at this point.

Interim Administrator Morgan noted that the Board is still in need of recommendations from the Association of County Commissioners for the two County Commissioner vacancies on the Board. Interim Administrator Morgan asked Board Member Austin and Board Member Bertadean Baker if they could help with getting these nominations. Board Member Austin shared there were a couple potential recommendations who had been talked about and said he would try to move that conversation further along.

Board Member Dr. Haynes Little asked about the Board of Health nurse representative from Alamance County, Marielena Moreno-Garcia. Board Member Dr. Haynes Little shared that she had the opportunity to meet her a few weeks ago and that she's glad that the Board will have a nurse coming from a different point of view, since Ms. Moreno-Garcia worked in public health but has never been involved in governmental public health.

Chair Stanley asked if there has been an official request for the County Commissioners' appointments to Kevin Leonard at NCACC. Board Member Austin shared that it's moved along, and that former Administrator Belflower Thomas had made the request to Laurel Edwards. Staff Member Benson Nemitz clarified that the staff should be receiving updates to the Accreditation inbox, but we have not received any updates yet.

Board Member Dr. Tillett shared on behalf of ANCBH that they were very proud to have recommended Marielena Moreno-Garcia, and that the group has another member they're looking to recommend within the next 60 days. At that point, all four of the Board Member vacancies should be filled.

Winter 2023 Cycle Report

Interim Administrator Morgan shared some insights from the Winter 2023 Cycle report from her perspective as a Site Visit Coordinator. She first noted that most health departments have had a lot of staff turnover in recent years. She also noted why, in her opinion, so many health departments have been reaccredited with honors these last two cycles. Interim Administrator Morgan said she believes this is because there has been a lot of learning over the twenty years that the Accreditation program has existed. She also noted the help of the online dashboard for submitting evidence. Next, she explained that many health departments have their county human resources department handle personnel files, and that because of this, the Site Visit Team saw several health departments have difficulties obtaining the proper documentation. She noted that there needs to be better communication between the health department and the human resources department about what is needed for accreditation. She highlighted a trend that many local health departments are now implementing substance use programs. Finally, she shared that she believes there have been many comments about the Site Visit Team being positive and polite because the teams are truly focused on quality improvement rather than judgement. They are approaching the site visits as peers who want to help.

Interim Administrator Morgan invited Board Member Dr. Haynes Little, as the Chief Public Health Nurse, to share some concerns about the language being used by the program. Board Member Dr. Haynes Little explained that she was addressing this issue of language from a place of advocating for others. She noted that public health is struggling with the recruitment and retention of staff, and she believes that the success of retention of staff must be imbedded in a culture of respect and an inclusive environment. In 2020 she made a request to former Administrator Belflower Thomas about informing and advising the Board, staff, and site visitors about using language that is inclusive and respectful when talking about advanced practice providers. Board Member Dr. Haynes Little requested that the Board, staff, and site visitors use the language that best reflects the scope and legal practice of advanced practice registered nurses and physician assistants or refer to the individuals by their actual title, for example: certified nurse midwife, an advanced practice registered nurse, or a nurse practitioner. She noted that using the term "mid-level" and "physician extender" for advanced practice providers has been identified as derogatory language and should be avoided. She suggested that perhaps there could be changes in the education of site visitors about this and anywhere the staff thinks this can be changed. She noted that the Board and Accreditation program are leaders in public health and should be modeling inclusive and respectful language.

Interim Administrator Morgan noted that there is a site visitor training coming up at the end of June and that this point can be brought up then. She also noted that she and Eunice Inman, another Site Visit Coordinator, can make sure to use the proper language when writing their reports.

Staff Member Benson Nemitz thanked Board Member Dr. Haynes Little for educating the group and asked if she knew if using the appropriate language would require changes to the documentation requirement language. Board Member Dr. Haynes Little shared that she wasn't sure, but she would be happy to search the documents for any language that needed to be changed.

Chair Stanley asked if the Board had a consensus about changing titling as needed within Accreditation documentation requirements. Chair Stanley asked staff to review documentation and bring anything to the

Board as needed. Staff Member Benson Nemitz explained that the staff could review program language now, making updates to training language immediately and bringing any related changes to the HDSAI Interpretation Document to the Board during the typical fall review period.

Interim Administrator Morgan continued with her report. Board Member Parks shared that in the past he had seen the personal pet peeves of site visitors working their way into the site visit process, but it's clear that this is not happening anymore, and he commended the change. Interim Administrator Morgan explained that it was the role of the Site Visit Coordinator is to help ensure there are no biases from the Site Visit Team.

Interim Administrator Morgan shared that there were three health departments that didn't miss any activities, but noted that the site visitors still had questions for the health departments and that those questions helped the health department drill down to the specifics of each activity. Next, she noted that activity 24.3, which is an activity related to staff training and orientation, was missed five times. She felt that this activity was missed, in part, due to the COVID-19 pandemic response. She also noted that she believed activity 36.2, training the Board of Health, was missed three times because of the impact of the pandemic.

Board Member Dr. Haynes Little asked if the Board of Health training not being completed was due to a lack of understanding, or lack of availability, or if the training was just not thought about. Interim Administrator Morgan shared that she didn't believe it was due to a lack of knowledge. She believed the activity was overlooked due to the turnover of health directors and Board of Health meetings moving online. She also noted that anytime an activity is missed, the health department will receive a suggestion for quality improvement (SQI). She then noted that activity 7.3, the environmental health complaint log, has historically been missed quite often. She noted that that missed activity usually is because the log does not match the policy.

Interim Administrator Morgan then shared the FY23 review. She noted that the trend of more health departments being reaccredited with honors started before the COVID-19 pandemic. She also clarified what happened with the original site visit recommendation of Burke County Health Department, following Site Visit Operational Guidelines. After the initial site visit, the health department was given ten days to find the missing documentation they needed. She also clarified that they were not allowed to create any new documents during that 10-day period.

Chair Stanley had a question about activity 26.2. He asked how the county who was doing so many initiatives to fulfill activity 26.2 still somehow missed the activity, and if that was something the Board needed to address. Interim Administrator Morgan explained that activities 26.1, 26.2, and 26.3 are about cultural sensitivity, diversity, and equity. Activities 26.1 and 26.3 require maintaining a training record and 26.2 requires a plan that the health department is working toward. She noted that the county Chair Stanley was referring to was involved in a county-wide initiative, but the health department could not present a plan. She shared that the Site Visit Team wrestled with that decision, but ultimately the language of the activity states specifically that there must be a plan.

Chair Stanley explained that most counties that receive federal funding are required to have a plan, and the health department would often have a subset of that. He asked how the program can make sure health departments can find what they're looking for. Interim Administrator Morgan clarified that the Site Visit Team does everything they can to help them find the documents and make suggestions for where to look.

Interim Administrator Morgan thanked the accreditation staff for their help. Staff Member Benson Nemitz thanked Interim Administrator Morgan on behalf of the staff team.

Staff Member Benson Nemitz noted a typo in the Winter 2023 Cycle Report and said a corrected copy would be emailed out later today. Interim Administrator Morgan mentioned how impressed she was with the Site Visit Teams, and especially how engaged they have been while doing site visits over Zoom.

Strategic Projects Update

Staff Member Benson Nemitz began the Strategic Projects Update by sharing an update on the Regional Workshops that took place in May. She shared that in early May, former Administrator Belflower Thomas, Staff Member McHale, and herself, had traveled across the state to Fayetteville, Greenville, and Morganton to visit accreditation coordinators. This was funded through NACCHO. During the workgroups, staff heard from accreditation coordinators how health departments are already connected and how the program can provide some scaffolding to help departments better connect and support one another. There was also a time for questions and answers with former Administrator Belflower Thomas. She noted that the accreditation staff are working on building a network map based on information gathered during the workshops.

Staff Member Benson Nemitz noted that the Annual survey was released during the regional workshop tour. She also noted that the results will be reviewed at the June Board meeting.

Staff Member Benson Nemitz noted that Phase 3 public comment is open now through May 31. She explained that the Phase 3 workgroup has been meeting about what language can be used from a legal perspective. The feedback that's being received is based on draft language that has been released. The final document will have further wordsmithing.

Staff Member Benson Nemitz then addressed the ongoing conversation the Board has been having about the "with honors" designation in accreditation adjudication. She reminded the Board that during the November Board meeting it was decided to discuss these changes with the Phase 3 changes. She explained the proposed change to using gradient scoring of fully met, partially met, and not met. She noted that the details of a 3-point scale don't need to be included in rules changes, but the decision about whether to use the scale needs to be in rules changes. Finally, Staff Member Benson Nemitz encouraged the Board to fill out the public comment and explained that next steps will include incorporating feedback from public comment in the summer of 2023, submitting the proposed rules to the Commission for Public Health in fall of 2023, revising the HDSAI Interpretation Document with full documentation requirements in spring and summer of 2024, educating and training on these changes in fall of 2024, and rolling out the new program in January 2025 at the earliest. She also noted that all these dates are up for negotiation and don't need to be determined today.

Chair Stanley asked how the leadership of health departments who have concerns about the Phase 3 process can share their input. Staff Member Benson Nemitz explained that the public comment link is the best way for health departments to share their input and concerns. She noted that she will be sending information and materials to be shared with others following the board meeting.

Board Member Rouse explained that part of the problem is that we have 30% new health directors who have never gone through accreditation before and who don't understand the value of it, and that this is an obstacle the program is facing.

Staff Member Benson Nemitz shared that there were some questions within public comment specifically for health directors at the request of the North Carolina Association of Local Health Directors to gain better perspective from health directors specifically. Health Directors were also interested in the value of accreditation, which is assessed each year through the annual survey.

Board Member Parks shared that it would be beneficial to talk with former public health leaders who were on the cutting edge of developing NC's accreditation program. He suggested that the Board explore how the accreditation program has been used to benefit public health in North Carolina in the last couple decades.

Staff Member Benson Nemitz noted that David Stone brings to the program some of this historical perspective and has been working part-time with the accreditation program, which has been a huge asset to the rulemaking process.

Chair Stanley asked if it was the consensus of the Board to have a retreat-style day to talk with the former public health leaders who have a history with the accreditation program. Interim Administrator Morgan noted that she thinks the June Board meeting is too soon to do that work. She wondered if it would be helpful to ask those health directors who do not support accreditation why they feel that way. Board Member Dr. Haynes Little suggested bringing in these health directors on the same day we bring in the former public health leaders. Chair Stanley suggested having the accreditation staff draft a plan for this process and discuss the plans for this during the June Board meeting. He also asked staff to start looking at potential dates. Staff Member Benson Nemitz asked the Board to send her the names of former NCLHDA Board Members to include in this conversation.

Chair Stanley asked about a timeline for finding another Accreditation Administrator. Staff Member Benson Nemitz shared that NCIPH is in the process of hiring a new director and going through some restructuring prior to posting Amy's position; however, she is lining up meetings with NCIPH leadership to discuss plans moving forward for the short and long term. She hopes to have more of an update by the June board meeting. The Board briefly discussed the reorganization of NCIPH. Chair Stanley noted that "now is not the time not to have all your players on the field." There was discussion about having the Board or Health Directors reach out to the Institute and request that they hire an Accreditation Administrator.

Staff Member Benson Nemitz briefly mentioned that former Administrator Belflower Thomas had projected the program to underspend this year, and that there would be a vote on the budget in June during the NCALHD meeting. Board Member Parks noted that to have 30% of new Health Directors, many of which are not big supporters of accreditation, voting on the budget for the program could raise questions.

Adjourn

Staff Member Benson Nemitz briefly mentioned the upcoming Board meetings in June and November. Board Member Dr. Haynes Little suggested that as many Board Members as possible attend the adjudication Board meetings in person. She noted that having so many vacant seats in the room at the Board meeting is likely not what the Board wants to demonstrate. Staff Member Benson Nemitz shared that the staff had already made note of that for next time.

Chair Stanley shared that previously, Health Directors would fill the room, and the staff may need to look at alternative locations for adjudication meetings. Board Member Rouse suggested holding the meetings

further west so that more Health Directors and Board Members could attend. Staff Member Benson Nemitz noted that the RENCI Center in Chapel Hill may be a good option for Board meetings.

Chair Stanley entertained a motion to adjourn the meeting. Board Member Rouse made the motion and Board Member Parks seconded the motion. The motion passed unanimously, and the meeting adjourned ahead of schedule, around 1:00 p.m.

Next Meeting: June 28, 2023, 9:00 a.m. – 11:30 a.m. via Zoom

Respectfully submitted,

Jo Morgan, MAEd

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