

February 22, 2022

DARE COUNTY HEALTH AND HUMAN SERVICES BOARD  
MEETING

107 EXETER STREET, MANTEO, NC

Call to Order

Moment of Silent Meditation

Approval of Agenda

Public Comment

**Consent Agenda**

Approval of Minutes from November 17, 2021, meeting (Item 1)  
FY 21/22 Health (Item 2), Social Services (Item 3) and Veteran's (Item 4) Budget as of December 31, 2021  
Community Child Protection Team/Child Fatality Team (CCPT/CCFT) Annual Report – Benchmark 38.1 (Item 5)  
Quarterly Personnel Report (Item 6)  
Departmental Turnover Reports 2021 (Item 7)  
Holiday Report (Item 8)  
Grants (Item 9)

**Departmental**

- Review of Annual Report
- Annual Review of the Conflict of Interest/Ethical Behavior Statement (***signatures from all Board members required***). (Item 10)

Director's Comments

## **Social Services**

Division Director's Report

## **Health**

- Communicable Disease Annual Report – Wendy Hall
- Breaking Through Task Force Update – Kelly Nettnin
- Dangerous Dog Appeal Policy Review – Elaine Jordan
- Dangerous Dog Ordinance Proposed Amendment

Division Director's Report

## **Board Comments**

## **Other Old/New Business**

**Next meeting – May 24, 2022**

## **Adjournment**

## Dare County Health and Human Services Board

Minutes

November 16, 2021

**Members Present:**

Mr. Tim Shearin, Chair  
 Mr. Kevin Phillips, Vice Chair  
 Mr. Nick Kiousis  
 Ms. L'Tanya Murray  
 Dr. Ashley Clower  
 Dr. Alexis Hodges  
 Dr. James Woodson  
 Mr. Wally Overman  
 Ms. Janine Sewell  
 Mr. Chris Roberts  
 Mr. Doug Tillett  
 Ms. Ashley Jackson  
 Commissioner Ervin Bateman  
 Dr. Daniel Jones  
 Mr. Allen Moran

**Members Absent:**

Dr. Mark Grossman

**Guests:**

Mr. Josh Coltrain, EH Supervisor  
 Ms. Kaye White  
 Mr. David Ryan  
 Dr. Christian Lige  
 Ms. Kelly Nettnin, Public Health Educator

**Executive Staff:**

Dr. Sheila Davies, DHHS Director  
 Mr. Chuck Lycett, Social Services Director  
 Ms. Bonnie Plafcan, Admin. Officer, Public Health

**Quorum Present:** YES

| Agenda Item                                     | Discussion, Conclusions, Recommendations  | Action, Follow-up | Responsible Party | Due Date |
|---|---|-------------------|-------------------|----------|
| I. Call to Order                                | The meeting was held at the Department of Health and Human Services with a few members participating virtually. Chair Shearin called the meeting to order at 6:30 p.m. with the Pledge of Allegiance followed by a moment of silence.                             | N/A               |                   |          |
| II. Introduction of New Board Members           | The three new board members were sworn in prior to the meeting. Dr. Ashley Clower is a pediatrician with Surf Pediatrics, Mr. Allan Moran runs the Detention Center and Mr. Doug Tillett runs Coastal Septic. All stated they were honored to serve on the Board. |                   |                   |          |
| III. Agenda                                     | Chair Shearin, asked for a motion to approve the agenda. A motion was made by Mr. Phillips, seconded by Mr. Overman and unanimously approved by the Board.  | N/A               |                   |          |
| IV. Public Comment                              | No public comment   |                   |                   |          |
| V. Presentation of Plaques to Out-going Members | The Board and Dr. Davies thanked Dr. Christian Lige, Ms. Kaye White and Mr. David Ryan for their service to the Board and presented them with plaques. Mr. Hester was not present to receive his.   |                   |                   |          |

|   |  |                                 |  |  |
|---|--|---------------------------------|--|--|
| VI. Consent Agenda  | <p>The Board reviewed the minutes of the August 24, 2021, meeting; the Division of Public Health, Social Services and Veteran’s Quarterly Budget Reports; the Quarterly Personnel Turnover Report, The Quarterly Personnel Review, and a list of Current Grants.</p> <p>A motion to approve the Consent Agenda was made by Mr. Overman, seconded by Commissioner Bateman and unanimously approved by the Board.</p>  | Consent Agenda Approved         |  |  |
| VII. Departmental<br>Dr. Davies   | A schedule for the 2022 Meetings was reviewed. The dates of February 22, May 24, August 23 and November 15 were approved by the Board on a motion by Commissioner Bateman, seconded by Mr. Phillips and unanimously approved.  | Meeting Dates for 2022 Adopted. |  |  |
| VIII. Social Services<br><br>Chuck Lycett                                   | <p>Construction, for the most part is complete. Work on the punch list is still taking place. Completion of the punch list items should be within the next couple of months and the parking lot resurfacing will occur in the spring. Mr. Lycett thanked Commissioners Overman and Bateman for approving the construction. It has added needed space to the building.</p> <p>It was announced today that the tailored plan (focusing on clients with mental health needs) which was supposed to roll out on July 1 has been postponed to December 2022. Most likely this delay will cause a delay in the roll out of the plan for foster children which was supposed to occur in July 2023. To date, the transition to managed care has gone smoothly. There have been a few problems, mainly with transportation, but staff have been available to transport and if not, staff worked with providers and clients to have appointments rescheduled.</p> <p>Turnover has been a little higher than normal and it has been more difficult to fill positions, but as of today, all vacant social service positions have been filled.</p>  |                                 |  |  |
| IX. Public Health –<br><br>Sheila Davies<br><br>Presenter:<br>Kelly Nettnin | <p>Dr. Davies updated the Board on the Home Health and Hospice transition to Bright Springs/Adoration Health. Thirteen new employees have been hired. Training is taking place. Sixty-six patients have been admitted to the program since the transition on September 1. The department received two complaints in the last week. The first was from a family who was denied hospice because Adoration did not accept BCBS insurance. The second was a complaint regarding quality of care. Due to HIPAA the sharing of information is limited. Adoration was receptive to the complaints.</p> <p>Dr Davies introduced Ms. Nettnin, Public Health Educator. Ms. Nettnin explained that the state requires an annual review of data on the years when a Community Health Assessment is not completed. Ms. Nettnin reviewed the State of the County Health Assessment for 2019 and 2020 (which were distributed to the Board) highlighting pertinent data. An action plan was completed for Mental Health and Substance Abuse. In 2019 on the Mental Health front:</p> <ol style="list-style-type: none"> <li>1) the county implemented the Mental Health First Aid with two individuals being trained as Instructors to provide Youth Mental Health First Aid Curriculum. T</li> <li>2) the Breaking Through Task Force prepared 4 video Public Service Announcements.</li> </ol> <p>In regard to Substance Abuse:</p> <ol style="list-style-type: none"> <li>1) The Saving Lives Response Team expanded services to cover all of Dare County;</li> <li>2) The Saving Lives Task Force offered a weekend Family Services Workshop for</li> </ol> |                                 |  |  |

|  |  |   |                                     |  |
|--|--|---|-------------------------------------|--|
|  | <p>professionals, family members and loved ones;</p> <p>3) The Gang Resistance Education and Training Program was introduced in Dare County;</p> <p>4) Pill disposal bags and drop boxes were made available throughout the county.</p> <p>Ms. Nettnin stated that there has not been much change in the mortality data and that there has been an increase several cancer categories.</p> <p>The 2020 report is COVID heavy. The department, however, found ways to adjust to the challenges presented by COVID and continue to provide important programs and initiatives. Some highlights are as follows:</p> <ul style="list-style-type: none"> <li>- Escape the Vape events, as well as several other public awareness and educational events were held throughout the county;</li> <li>- 515 Syringes were exchanged;</li> <li>- All local police departments (except Manteo) now have a drug drop box;</li> <li>- Naloxone Kits were distributed by several methods with Justice-involved persons being the highest;</li> <li>- 84 Face-to-face, one-on-one consultations were held at the DC Detention Center;</li> <li>- 11 individuals were served by the Saving Lives Response Team Social Worker;</li> <li>- The Mental Health First Aid training program was accelerated thru virtual training with many receiving a certification good for 3 years</li> <li>- The department launched a website which serves as a hub for mental health resources.</li> </ul> <p>The emerging issue since the last CHA is COVID-19. A lot of work was done regarding COVID. Important to note that prior to COVID-19 pandemic the number of calls involving overdose was trending downwards compared to previous years. Since July, overdose calls have quadrupled.</p> <p>Ms. Nettnin opened the floor for questions. Dr. Davies explained that there is frustration in the ability to retrieve current data. Mr. Phillips asked if there were any data for overdoses in 2021. Ms. Nettnin said she would work with the local hospital and EMS to try and obtain that data as federal and state data lags behind about 2 years.</p> <p>Dr. Davies briefed the Board on the new federal Medicaid rule that will be effective July 1, 2022. It states that any health entity that has a Medicaid provider, must have a tobacco free policy in place that covers the entire campus including vehicles. The current policy permits smoking as long as smokers are 50 feet from the building. Dr. Davies will go before the Board of Commissioners in the near future to request a policy change for, at minimum, DHHS.</p> <p>In the COVID update, Dr. Davies notes that cases have been ebbing and flowing over the past several weeks. There were 280 cases last week. Heading into the holidays it is anticipated that there will be another rise in cases in December/January. The school board met last week and voted to keep mask policy in place. They will vote again next month. Many are wondering what does living with COVID look like? When does guidance need to</p> | <p>2021 Overdose data</p> <p>Present to Commissioners</p> | <p>K. Nettnin</p> <p>Dr. Davies</p> |  |
|--|--|---|-------------------------------------|--|

|     |                     |   |  |  |  |
|-----|---------------------|---|--|--|--|
|     |                     | <p>change? The CDC and NC DHHS currently uses the Level of Transmission Map. Currently, Dare County is in the red (the highest level). Two factors are considered for this rating: 1) % of percent positive tests to total tests 2) weekly case count by 100,000 population. These metrics make it very tough for small counties to move levels. Just 18 positive cases put Dare County in orange. Eventually there will need to be a change. Hopefully it will come from the Federal gov't to the state and then to the county. Dare County has been consistent in following guidance from CDC and NCDHHS. The board agreed that Dare should continue to follow the federal and state guidance and all are hopeful that guidance changes will come at some point in 2022. Dr. Lige noted that the recent clinic for ages 5 – 13 was a success. 173 were vaccinated. There was discussion regarding the booster shot, and breakthrough cases. Chairman Shearin asked the board to give Dr. Davies a big hand of applause for the great work that she has done on the COVID front.</p> |  |  |  |
| X.  | Board Comments      | <p>Mr. Shearin asked Dr. Davies to inquire with the County Manager and the Board of Commissioners to check regarding compensation for the Board Members who have to serve on the Dangerous Dog Appeals Board.</p> <p>Dr. Lige – Thanked the Board.<br/> Ms. White – Thanked the Board for allowing her to serve.<br/> Mr. Phillips – Thanks for the food.<br/> Mr. Overman – Saving Lives Task Force meeting had a presentation from The OBH and data was presented. The thing most striking from that data was once again pediatric suicidal ideations. It is something that we need to keep an eye on and make better.<br/> Commissioner Bateman - Thanked the outgoing members for their service.<br/> Mr. Ryan – Thanked the Board staff, management and board members for their tireless effort. He stated that it is inspiring to see what the Board has done to be able to support this community.</p>   |  |  |  |
| XI. | Old or New Business | None  |  |  |  |
| XI. |                     | With no other business the meeting was adjourned on a motion by Mr. Phillips, seconded by Dr. Jones and unanimously approved. Next meeting will be held February 22.  |  |  |  |
|     | Chairman Signature  |   |  |  |  |

**DARE COUNTY DHHS PUBLIC HEALTH DIVISION  
FY 2022 YTD BUDGET REPORT  
AS OF DECEMBER 31, 2021  
SUMMARY**

FY 2022, Period 6  
As of 01/07/22

|   | ORIGINAL<br>APPROP | TRANSFER/<br>ADJUSTMENT | REVISED<br>BUDGET | YTD<br>ACTUAL    | MTD<br>ACUTAL  | ENCUMB-<br>RANCES | AVAILABLE<br>BUDGET | PCT<br>USED  |
|---|--------------------|-------------------------|-------------------|------------------|----------------|-------------------|---------------------|--------------|
| <b>REVENUE/EXPENSE TOTALS</b>             |                    |                         |                   |                  |                |                   |                     |              |
| TOTAL HEALTH REVENUES                     | (2,780,527)        | (1,734,400)             | (4,514,927)       | (1,668,281)      | (301,039)      | -                 | (2,846,646)         | 37.0%        |
| TOTAL HEALTH EXPENSES                     | 6,685,504          | 2,045,057               | 8,730,561         | 3,732,185        | 750,763        | 187,231           | 4,811,145           | 44.9%        |
| <b>TOTAL REVENUE(OVER)/UNDER EXPENSES</b> | <b>3,904,977</b>   | <b>310,657</b>          | <b>4,215,634</b>  | <b>2,063,904</b> | <b>449,723</b> | <b>187,231</b>    | <b>1,964,499</b>    | <b>53.4%</b> |
| TOTAL HEALTH REVENUE %                    | 42%                | 85%                     | 52%               | 45%              |                |                   |                     |              |
| TOTAL HEALTH EXPENSES %                   | 100%               | 100%                    | 100%              | 100%             |                |                   |                     |              |
| <b>LOCAL %</b>                            | <b>58%</b>         | <b>15%</b>              | <b>48%</b>        | <b>55%</b>       |                |                   |                     |              |
| SALARY/BENEFIT BUDGET %                   | 79%                | 60%                     | 75%               | 85%              |                |                   |                     |              |
| OPERATING BUDGET %                        | 21%                | 40%                     | 25%               | 15%              |                |                   |                     |              |
| <b>TOTAL BUDGET %</b>                     | <b>100%</b>        | <b>100%</b>             | <b>100%</b>       | <b>100%</b>      |                |                   |                     |              |

**EXPENSES BY LINE ITEM**

|   |                  |                  |                  |                  |                |                |                  |              |
|---|------------------|------------------|------------------|------------------|----------------|----------------|------------------|--------------|
| 104600 500200 Salaries                        | 3,553,285        | 897,934          | 4,451,219        | 2,225,433        | 496,522        | -              | 2,225,786        | 50.0%        |
| 104600 500300 FICA                            | 271,824          | 68,923           | 340,747          | 163,398          | 36,506         | -              | 177,349          | 48.0%        |
| 104600 500400 Retirement                      | 377,012          | 78,961           | 455,973          | 236,668          | 52,915         | -              | 219,305          | 51.9%        |
| 104600 500500 Health Insurance                | 932,284          | 175,612          | 1,107,896        | 477,444          | 78,384         | -              | 630,452          | 43.1%        |
| 104600 500700 Retiree Health Insurance        | 5,782            | 120              | 5,902            | -                | -              | -              | 5,902            | 0.0%         |
| 104600 500705 Retiree Health Insurance-Pre 65 | 150,045          | -                | 150,045          | 75,023           | 12,504         | -              | 75,023           | 50.0%        |
| 104600 510700 Contract Services               | 509,294          | 109,300          | 618,594          | 96,761           | 13,566         | 22,736         | 499,098          | 19.3%        |
| 104600 510800 Technical Support               | 61,466           | 3,625            | 65,091           | 44,209           | 1,050          | 657            | 20,224           | 68.9%        |
| 104600 510900 Professional Services           | 130,000          | 37,040           | 167,040          | 36,584           | 7,259          | -              | 130,456          | 21.9%        |
| 104600 511100 Telephone & Postage             | 27,087           | 17,559           | 44,646           | 18,410           | 2,154          | -              | 26,235           | 41.2%        |
| 104600 511300 Utilities                       | 59,275           | -                | 59,275           | 23,271           | 7,096          | -              | 36,004           | 39.3%        |
| 104600 511501 Maint & Repair - Equipment      | 2,500            | -                | 2,500            | 1,139            | 77             | 481            | 880              | 64.8%        |
| 104600 511502 Maint & Repair - Building       | 5,000            | -                | 5,000            | -                | -              | -              | 5,000            | 0.0%         |
| 104600 511503 Maint & Repair - Vehicle        | 7,325            | 525              | 7,850            | 873              | 68             | -              | 6,977            | 11.1%        |
| 104600 512102 Copier Program                  | 18,400           | 760              | 19,160           | 6,950            | 3,356          | -              | 12,210           | 36.3%        |
| 104600 513100 Fuel                            | 12,450           | 1,060            | 13,510           | 4,581            | 647            | 752            | 8,176            | 39.5%        |
| 104600 513300 Supplies                        | -                | 16,168           | 16,168           | -                | -              | -              | 16,168           | 0.0%         |
| 104600 513303 Supplies - Medical              | 59,572           | 83,200           | 142,772          | 42,325           | 9,633          | 38,410         | 62,037           | 56.5%        |
| 104600 513306 Supplies - Vaccines             | 107,500          | -                | 107,500          | 22,081           | -              | 74,719         | 10,700           | 90.0%        |
| 104600 513322 Supplies & Services             | -                | 1,000            | 1,000            | -                | -              | -              | 1,000            | 0.0%         |
| 104600 513323 Materials & Resources           | 1,250            | 16,400           | 17,650           | 2,557            | 759            | -              | 15,093           | 14.5%        |
| 104600 513400 Operating                       | 158,750          | 400,111          | 558,861          | 100,583          | 17,549         | 41,751         | 416,527          | 25.5%        |
| 104600 516100 Shop Overhead                   | 10,119           | -                | 10,119           | 5,060            | 843            | -              | 5,060            | 50.0%        |
| 104600 525000 Training                        | 3,000            | 9,500            | 12,500           | -                | -              | -              | 12,500           | 0.0%         |
| 104600 525100 Travel                          | 35,087           | 5,979            | 41,066           | 3,037            | -              | 595            | 37,434           | 8.8%         |
| 104600 525200 Dues & Subscriptions            | 8,000            | -                | 8,000            | 7,153            | -              | -              | 847              | 89.4%        |
| 104600 525400 Insurance & Bonds               | 109,097          | -                | 109,097          | 54,549           | 9,091          | -              | 54,548           | 50.0%        |
| 104600 525600 Advertising & Promotion         | 2,600            | 44,780           | 47,380           | 1,737            | 785            | 7,130          | 38,513           | 18.7%        |
| 104600 525723 Printing                        | -                | 2,500            | 2,500            | -                | -              | -              | 2,500            | 0.0%         |
| 104600 537400 Capital Outlay                  | -                | 74,000           | 74,000           | 48,610           | -              | -              | 25,390           | 65.7%        |
| 104600 560061 Community Care Clinic           | 67,500           | -                | 67,500           | 33,750           | -              | -              | 33,750           | 50.0%        |
| <b>TOTAL EXPENSES</b>                         | <b>6,685,504</b> | <b>2,045,057</b> | <b>8,730,561</b> | <b>3,732,185</b> | <b>750,763</b> | <b>187,231</b> | <b>4,811,145</b> | <b>44.9%</b> |

**REVENUE BY SOURCE**

|   |                    |                    |                    |                    |                  |          |                    |              |
|---|--------------------|--------------------|--------------------|--------------------|------------------|----------|--------------------|--------------|
| 103027 4242xx State/Federal                   | (620,494)          | (396,339)          | (1,016,833)        | (395,964)          | (96,714)         | -        | (620,869)          | 38.9%        |
| 103052 4442xx Fees/Insurance                  | (1,433,741)        | (369,000)          | (1,802,741)        | (774,229)          | (107,087)        | -        | (1,028,512)        | 42.9%        |
| 103052 464350 Medicare                        | (5,500)            | (225,000)          | (230,500)          | (226,416)          | (1,984)          | -        | (4,084)            | 98.2%        |
| 103052 4642xx Medicaid                        | (111,801)          | (561)              | (112,362)          | (59,067)           | (13,411)         | -        | (53,295)           | 52.6%        |
| 103053 441092 Medicaid Cost Settlement        | (275,000)          | -                  | (275,000)          | -                  | -                | -        | (275,000)          | 0.0%         |
| 103052 4647xx Grants/Contracts                | (333,991)          | (743,500)          | (1,077,491)        | (212,563)          | (81,843)         | -        | (864,928)          | 19.7%        |
| 103052 465xxx Donations                       | -                  | -                  | -                  | (43)               | -                | -        | 43                 | #DIV/0!      |
| 103090 492516 Fr Certificate of Need Fund-HHH | -                  | -                  | -                  | -                  | -                | -        | -                  | #DIV/0!      |
| <b>TOTAL REVENUE</b>                          | <b>(2,780,527)</b> | <b>(1,734,400)</b> | <b>(4,514,927)</b> | <b>(1,668,281)</b> | <b>(301,039)</b> | <b>-</b> | <b>(2,846,646)</b> | <b>37.0%</b> |

DARE COUNTY SOCIAL SERVICES DIVISION

FY 2022 YTD BUDGET REPORT

SUMMARY AS OF DECEMBER 31, 2021

| ACCOUNT                                   | ACCOUNT DESCRIPTION      | ORIGINAL<br>APPROP | REVISED<br>BUDGET | YTD EXPENDED     | MTD Actual     | ENCUMB-<br>RANCES | AVAILABLE<br>BUDGET | % USED    |
|---|--------------------------|--------------------|-------------------|------------------|----------------|-------------------|---------------------|-----------|
| <u>REVENUE/EXPENSE TOTALS</u>             |                          |                    |                   |                  |                |                   |                     |           |
| <b>TOTAL SOCIAL SERVICES REVENUES</b>     |                          | -4,603,688         | -4,648,688        | -1,338,875       | -140,688       | 0                 | -3,309,813          | 29        |
| <b>TOTAL SOCIAL SERVICES EXPENSES</b>     |                          | 9,727,440          | 9,915,608         | 4,670,098        | 1,043,160      | 0                 | -2,253,930          | 47        |
| <b>TOTAL REVENUE(OVER)/UNDER EXPENSES</b> |                          | <b>5,123,752</b>   | <b>5,266,920</b>  | <b>3,331,223</b> | <b>902,473</b> | <b>0</b>          | <b>-5,563,743</b>   | <b>63</b> |
| Total SS Revenue %                        |                          | 47%                | 47%               | 29%              |                |                   |                     |           |
| Local %                                   |                          | 53%                | 53%               | 71%              |                |                   |                     |           |
| Salary/Benefit Budget %                   |                          | 75%                | 75%               | 79%              |                |                   |                     |           |
| Operating Budget %                        |                          | 25%                | 25%               | 21%              |                |                   |                     |           |
| <u>EXPENSES BY LINE ITEM</u>              |                          |                    |                   |                  |                |                   |                     |           |
| 104610 500200                             | Salaries                 | 4,015,163          | 4,095,461         | 2,143,742        | 522,906        | 0                 | 1,951,719           | 52        |
| 104610 500201                             | Salaries-Part Time       | 11,520             | 11,520            | 5,236            | 1,500          | 0                 | 6,284               | 46        |
| 104610 200207                             | Salaries - Overtime Pay  | 5,100              | 5,100             | 2,600            | 1,400          | 0                 | 2,500               | 51        |
| 104610 200208                             | On Call                  | 45,715             | 45,715            | 25,691           | 5,463          | 0                 | 20,024              | 56        |
| 104610 500300                             | FICA                     | 311,930            | 318,073           | 158,363          | 39,075         | 0                 | 159,710             | 50        |
| 104610 500400                             | Retirement               | 463,346            | 472,508           | 247,788          | 60,351         | 0                 | 224,720             | 52        |
| 104610 500500                             | Health Insurance         | 1,191,615          | 1,191,615         | 550,001          | 93,639         | 0                 | 641,614             | 46        |
| 104610 500501                             | Life Insurance           | 8,150              | 8,150             | 3,771            | 638            | 0                 | 4,379               | 46        |
| 104610 500700                             | Retiree Health Insurance | 7,024              | 7,024             | 0                | 0              | 0                 | 7,024               | 0         |
| 104610 500705                             | Retiree Health Pre-65    | 66,367             | 66,367            | 33,183           | 5,531          | 0                 | 33,184              | 50        |
| 104610 500900                             | Longevity                | 67,630             | 67,630            | 30,700           | 4,565          | 0                 | 36,930              | 45        |
| 104610 510700                             | Contracted Services      | 11,450             | 11,450            | 1,099            | 96             | 0                 | 10,351              | 10        |
| 104610 510800                             | Tech support             | 100,979            | 100,466           | 100,466          | 0              | 0                 | 0                   | 100       |
| 104610 510906                             | Board Memembers Expense  | 2,800              | 2,800             | 335              | 335            | 0                 | 2,465               | 12        |
| 104610 511100                             | Telephone & Postage      | 35,000             | 35,000            | 16,171           | 1,360          | 0                 | 18,829              | 46        |
| 104610 511300                             | Utilities                | 70,000             | 70,000            | 31,767           | 11,540         | 0                 | 38,233              | 45        |
| 104610 511501                             | Maint & Repair-Equipment | 1,800              | 1,800             | 203              | 0              | 0                 | 1,597               | 11        |
| 104610 511502                             | Maint & Repair-Building  | 3,975              | 3,975             | 544              | 77             | 0                 | 3,431               | 14        |
| 104610 511503                             | Maint & Repair-Vehicles  | 14,500             | 14,500            | 4,797            | 1,028          | 0                 | 9,703               | 33        |
| 104610 511904                             | Birth Certificate Fees   | 250                | 250               | 0                | 0              | 0                 | 250                 | 0         |
| 104610 512102                             | Leases-Copiers           | 20,500             | 20,500            | 6,787            | 3,612          | 0                 | 13,713              | 33        |
| 104610 512103                             | Leases-PC's              | 20,000             | 20,000            | 6,220            | 1,062          | 748               | 13,033              | 35        |
| 104610 513100                             | Fuel                     | 30,000             | 26,502            | 10,571           | 1,548          | 0                 | 15,931              | 40        |
| 104610 513300                             | Supplies                 | 12,108             | 17,108            | 15,635           | 1,087          | 0                 | 1,473               | 91        |
| 104610 513300                             | Supplies - ADP Equipment | 49,370             | 49,370            | 24,685           | 4,114          | 0                 | 24,685              | 50        |
| 104610 516100                             | Shop Overhead            | 45,203             | 44,746            | 3,259            | 35             | 0                 | 41,487              | 7         |
| 104610 525100                             | Travel                   | 1,700              | 1,700             | 1,218            | 0              | 0                 | 482                 | 72        |
| 104610 525200                             | Dues & Subscriptions     | 99,049             | 99,049            | 49,524           | 8,254          | 0                 | 49,525              | 50        |
| 104610 525400                             | Insurance & Bonds        | 16,950             | 17,920            | 0                | 0              | 0                 | 17,920              | 0         |



|               |                              |         |         |         |        |        |         |     |
|---------------|------------------------------|---------|---------|---------|--------|--------|---------|-----|
| 104610 525700 | Miscellaneous                | 850     | 850     | 0       | 0      | 0      | 850     | 0   |
| 104610 525701 | Bank Fees                    | 350     | 350     | 20      | 0      | 0      | 330     | 6   |
| 104610 550100 | Food Stamp Issuance          | 6,500   | 6,500   | 1,622   | 1,042  | 0      | 4,878   | 25  |
| 104610 550200 | Nonreportable Costs          | 15,200  | 15,200  | 5,218   | 296    | 995    | 8,988   | 41  |
| 104611 560001 | Childre & Youth Partnership  | 223,500 | 223,500 | 111,750 | 0      | 0      | 111,750 | 50  |
| 104611 560046 | OBX Room in the Inn          | 10,000  | 10,000  | 5,000   | 0      | 0      | 5,000   | 50  |
| 104611 560056 | Interfaith Comm. Outreach    | 30,000  | 30,000  | 15,000  | 0      | 0      | 15,000  | 50  |
| 104611 580100 | General Assistance           | 46,000  | 52,260  | 3,326   | 733    | 6,294  | 42,640  | 18  |
| 104611 580105 | General Assistance-Reimb.    | 0       | 0       | 1,715   | 534    | 0      | -1,715  | 100 |
| 104611 580110 | Shoe Fund                    | 0       | 808     | 140     | 0      | 668    | 0       | 100 |
| 104611 580120 | Low Inc.Energy Assist Prgm   | 87,597  | 87,597  | 29,700  | 29,700 | 0      | 57,897  | 34  |
| 104611 580200 | CIP Program                  | 87,597  | 87,597  | 21,261  | 6,210  | 0      | 66,336  | 24  |
| 104611 580201 | Low Inc Water Assistance     | 0       | 0       | 549     | 549    | 0      | -549    | 100 |
| 104611 580900 | 200% Services TANF BG        | 16,000  | 16,000  | 2,273   | 325    | 0      | 13,727  | 14  |
| 104611 581200 | WF-Emergency Assistance      | 40,000  | 40,000  | 4,209   | 1,809  | 0      | 35,791  | 11  |
| 104611 584200 | Medicaid Transportation      | 50,000  | 50,000  | 8,284   | 988    | 75     | 41,641  | 17  |
| 104611 584201 | Medical Transportation       | 3,200   | 3,200   | 347     | 0      | 0      | 2,853   | 11  |
| 104612 582700 | Temp Asst to Needy Families  | 3,000   | 3,000   | 0       | 0      | 0      | 3,000   | 0   |
| 104612 582800 | Spec Assist to Adults        | 229,950 | 229,950 | 79,980  | 12,339 | 0      | 149,970 | 35  |
| 104612 583000 | Medicaid                     | 10,000  | 10,000  | 293     | 117    | 0      | 9,707   | 3   |
| 104612 583200 | Aid to the Blind             | 7,000   | 7,000   | 5,617   | 0      | 0      | 1,383   | 80  |
| 104613 580300 | Foster Care Supplement       | 42,467  | 42,467  | 14,733  | 3,342  | 0      | 27,734  | 35  |
| 104613 580800 | Adopt Vendor Payments        | 25,000  | 25,000  | 4,410   | 990    | 0      | 20,590  | 18  |
| 104613 580801 | Adopt Asst Board Pymnt       | 130,000 | 130,000 | 45,025  | 7,362  | 0      | 84,975  | 35  |
| 104613 581000 | Adopt Asst Supp              | 25,000  | 25,000  | 9,030   | 2,910  | 0      | 15,970  | 36  |
| 104613 581101 | Adopttion Incentive          | 0       | 23,733  | 1,148   | 33     | 22,585 | 0       | 100 |
| 104613 581110 | Non Recurring Adopt Costs    | 6,000   | 6,000   | 0       | 0      | 0      | 6,000   | 0   |
| 104613 581600 | Psychological Services       | 25,000  | 25,000  | 1,950   | 1,950  | 0      | 23,050  | 8   |
| 104613 583400 | Foster Care-IV E             | 55,000  | 55,000  | 5,259   | 1,109  | 0      | 49,741  | 10  |
| 104613 583415 | CPS Flexible Spending        | 55,000  | 55,000  | 14,184  | 1,370  | 50     | 40,766  | 26  |
| 104613 583600 | State Foster Home Fund       | 100,000 | 100,000 | 59,177  | 11,581 | 0      | 40,823  | 59  |
| 104613 584400 | Title XX Legal               | 125,000 | 125,000 | 51,571  | 10,747 | 0      | 73,429  | 41  |
| 104613 584800 | Independent Living           | 5,000   | 5,000   | 41,190  | 40,224 | 0      | -36,190 | 824 |
| 104613 584801 | FC 18-21                     | 30,432  | 30,432  | 3,804   | 0      | 0      | 26,628  | 13  |
| 104613 584900 | Links Special Funds          | 10,000  | 55,000  | 3,083   | 199    | 0      | 51,917  | 6   |
| 104614 560067 | Hatteras Island Meals Inc.   | 18,000  | 18,000  | 9,000   | 0      | 0      | 9,000   | 50  |
| 104614 581800 | Weatherization               | 3,275   | 3,275   | 800     | 0      | 0      | 2,475   | 24  |
| 104614 582000 | Tax Relief Program           | 30,000  | 30,000  | 21,257  | 0      | 0      | 8,743   | 71  |
| 104614 584600 | Title III Legal              | 2,675   | 2,675   | 240     | 0      | 0      | 2,435   | 9   |
| 104615 586600 | Miscellaneous                | 1,660   | 1,660   | 1,200   | 600    | 0      | 460     | 72  |
| 104616 510700 | Contracted Services          | 261,654 | 261,654 | 109,465 | 21,893 | 0      | 152,189 | 42  |
| 104615 510900 | Prof Srvcs-Background Checks | 5,000   | 5,000   | 0       | 0      | 0      | 5,000   | 0   |

|                      |                          |                  |                  |                  |                  |               |                  |    |
|----------------------|--------------------------|------------------|------------------|------------------|------------------|---------------|------------------|----|
| 104616 511906        | Paternity Testing Fees   | 2,000            | 2,000            | 84               | 84               | 0             | 1,917            | 4  |
| 104616 511907        | Filing & Processing Fees | 17,000           | 17,000           | 3,966            | 900              | 0             | 13,034           | 23 |
| 104617 200200        | Salaries                 | 640,763          | 653,581          | 301,501          | 77,222           | 0             | 352,080          | 46 |
| 104617 500300        | FICA                     | 49,020           | 50,001           | 21,807           | 5,662            | 0             | 28,194           | 44 |
| 104617 500400        | Retirement               | 73,111           | 74,574           | 34,454           | 8,822            | 0             | 40,120           | 46 |
| 104617 500500        | Health Insurance         | 261,582          | 261,582          | 100,921          | 16,665           | 0             | 160,661          | 39 |
| 104617 500501        | Life Insurance           | 1,995            | 1,995            | 740              | 118              | 0             | 1,255            | 37 |
| 104617 200700        | Retiree Health Insurance | 1,122            | 1,122            | 0                | 0                | 0             | 1,122            | 0  |
| 104617 500705        | Retiree Health Pre-65    | 28,443           | 28,443           | 14,222           | 2,370            | 0             | 14,222           | 50 |
| 104617 500900        | Longevity                | 12,947           | 12,947           | 9,046            | 0                | 0             | 3,901            | 70 |
| 104617 510700        | Contracted Services      | 30,000           | 30,000           | 524              | 524              | 0             | 29,476           | 2  |
| 104617 513100        | Fuel                     | 20,000           | 20,000           | 4,867            | 871              | 0             | 15,133           | 24 |
| 104617 613300        | Supplies                 | 3,904            | 3,904            | 242              | 0                | 0             | 3,662            | 6  |
| 104617 513317        | Supplies-CAP             | 11,000           | 11,000           | 0                | 0                | 0             | 11,000           | 0  |
| 104617 513600        | Uniforms                 | 400              | 400              | 0                | 0                | 0             | 400              | 0  |
| 104617 525000        | Training                 | 723              | 723              | 0                | 0                | 0             | 723              | 0  |
| 104617 525100        | Travel                   | 250              | 250              | 0                | 0                | 0             | 250              | 0  |
| 104617 525400        | Insurance & Bonds        | 21,079           | 21,079           | 10,539           | 1,757            | 0             | 10,540           | 50 |
| <b>TOTAL EXPENSE</b> |                          | <b>9,727,440</b> | <b>9,915,608</b> | <b>4,670,098</b> | <b>1,043,160</b> | <b>31,415</b> | <b>5,214,095</b> |    |

#### REVENUE BY SOURCE

|                      |                       |                   |                   |                   |                 |          |                   |           |
|----------------------|-----------------------|-------------------|-------------------|-------------------|-----------------|----------|-------------------|-----------|
| 103026 423001        | S&FAidAdmn            | -3,289,648        | -3,289,648        | -1,035,718        | -122,798        | 0        | -2,253,930        | 32        |
| 103026 423014        | Adopt Asst            | -15,750           | -15,750           | -2,385            | 0               | 0        | -13,365           | 15        |
| 103026 423016        | Emerg. Food & Shelter | -24,615           | -24,615           | -31,146           | -4,727          | 0        | 6,531             | 127       |
| 103026 423030        | FC SFHF               | -45,885           | -45,885           | -5,354            | -1,266          | 0        | -40,531           | 12        |
| 103026 423031        | FC IV-E MV            | -30,432           | -30,432           | -3,170            | 0               | 0        | -27,262           | 10        |
| 103026 423034        | FC 18-21              | -117,644          | -117,644          | -93,786           | -6,616          | 0        | -23,858           | 80        |
| 103026 423040        | Albe Comm             | -10,000           | -55,000           | -47,959           | -962            | 0        | -7,041            | 87        |
| 103026 423049        | LinksSpecI            | -179,000          | -179,000          | -95,508           | 0               | 0        | -83,492           | 53        |
| 103026 423070        | CSFees                | -10,497           | -10,497           | -1,595            | -120            | 0        | -8,902            | 15        |
| 103026 423071        | CSIncentiv            | -29,642           | -29,642           | -8,490            | -2,830          | 0        | -21,152           | 29        |
| 103051 463001        | MiscRevDSS            | -1,750            | -1,750            | -1,954            | -454            | 0        | 204               | 112       |
| 103051 463003        | Chld Suppt            | -6,000            | -6,000            | -366              | -100            | 0        | -5,634            | 6         |
| 103051 463010        | CltrRef-WF            | -500              | -500              | 0                 | 0               | 0        | -500              | 0         |
| 103051 463011        | CltrRef-FS            | -5,000            | -5,000            | -840              | -84             | 0        | -4,160            | 17        |
| 103051 463012        | CltrRef-Med           | -1,000            | -1,000            | -350              | 0               | 0        | -650              | 35        |
| 103051 463013        | CltrRef-Oth           | -25               | -25               | 0                 | 0               | 0        | -25               | 0         |
| 103051 463020        | HCWD Fees             | -300              | -300              | 0                 | 0               | 0        | -300              | 0         |
| 103051 463050        | HlthChEnrl            | -11,000           | -11,000           | 0                 | 0               | 0        | -11,000           | 0         |
| 103051 463070        | TtllllCont            | -7,500            | -7,500            | -3,121            | -729            | 0        | -4,379            | 42        |
| 103051 464001        | CAPMedReim            | -77,500           | -77,500           | -7,133            | 0               | 0        | -70,367           | 9         |
| 103051 492300        | Trf-SSFH              | -740,000          | -740,000          | 0                 | 0               | 0        | -740,000          | 0         |
| <b>TOTAL REVENUE</b> |                       | <b>-4,603,688</b> | <b>-4,648,688</b> | <b>-1,338,875</b> | <b>-140,688</b> | <b>0</b> | <b>-3,309,813</b> | <b>78</b> |
| 233618 412300        | ABC Profits           | -775,000          | -775,000          | -426,459          | 0               | 0        | -348,541          | 55        |
| 233618 450100        | Interest Income       | -400              | -400              | -459              | 0               | 0        | 59                | 115       |

|               |                      |          |          |          |   |   |          |   |
|---------------|----------------------|----------|----------|----------|---|---|----------|---|
|               | <b>Revenue Total</b> | -775,400 | -775,400 | -426,918 | 0 | 0 | -348,482 |   |
| 234618 555000 | Reserve              | 35,400   | 35,400   | 0        | 0 | 0 | 35,400   | 0 |
| 234618 592300 | TrftoGF-FH           | 740,000  | 740,000  | 0        | 0 | 0 | 740,000  | 0 |
|               |                      | 775,400  | 775,400  | 0        | 0 | 0 | 775,400  | 0 |

**Salary/Benefit Totals**

| Org       | Rev       | YTD       |
|-----------|-----------|-----------|
| 6,193,560 | 6,289,163 | 3,201,074 |
| 1,068,983 | 1,114,245 | 483,215   |
| 7,262,543 | 7,403,408 | 3,684,289 |

**DARE COUNTY VETERANS  
FY 2022 YTD BUDGET REPORT  
SUMMARY AS OF December 31, 2021**

| ACCOUNT                                   | ACCOUNT DESCRIPTION          | ORIGINAL APPROP | REVISED BUDGET | YTD EXPENDED  | MTD ACTUAL   | ENCUMB-RANCES | BLE BUDGET    | % USED    |
|---|------------------------------|-----------------|----------------|---------------|--------------|---------------|---------------|-----------|
| <u>REVENUE/EXPENSE TOTALS</u>             |                              |                 |                |               |              |               |               |           |
| VETERAN'S REVENUE                         |                              | -2,500          | -2,751         | -251          | 0            | 0             | -2,500        | 9         |
| VETERAN'S EXPENSES                        |                              | 35,376          | 35,376         | 15,500        | 2,614        | 2,614         | 0             | 44        |
| <b>TOTAL REVENUE(OVER)/UNDER EXPENSES</b> |                              | <b>32,876</b>   | <b>32,625</b>  | <b>15,250</b> | <b>2,614</b> | <b>2,614</b>  | <b>-2,500</b> | <b>47</b> |
|   |                              |                 |                |               |              |               |               |           |
| Total Revenue %                           |                              | 7%              | 8%             | 2%            |              |               |               |           |
| Local %                                   |                              | 93%             | 92%            | 98%           |              |               |               |           |
|   |                              |                 |                |               |              |               |               |           |
| Salary/Benefit Budget %                   |                              | 92%             | 92%            | 96%           |              |               |               |           |
| Operating Budget %                        |                              | 8%              | 8%             | 4%            |              |               |               |           |
|   |                              |                 |                |               |              |               |               |           |
| 104635 500201                             | Salaries-Part Time           | 21,500          | 21,500         | 9,449         | 1,532        | 0             | 12,051        | 44        |
| 104635 500300                             | FICA                         | 1,645           | 1,645          | 723           | 117          | 0             | 922           | 44        |
| 104635 500705                             | Retiree Health Pre-65        | 9,481           | 9,481          | 4,740         | 790          | 0             | 4,741         | 50        |
| 104635 511100                             | Telephone & Postage          | 250             | 250            | 0             | 0            | 0             | 250           | 0         |
| 104635 513300                             | Supplies                     | 250             | 250            | 167           | 0            | 0             | 83            | 67        |
| 104635 525100                             | Travel                       | 750             | 750            | 100           | 0            | 0             | 650           | 13        |
| 104635 565065                             | Veteran's Advisory Committee | 1,500           | 1,500          | 320           | 174          | 0             | 1,180         | 21        |
|   |                              | 35,376          | 35,376         | 15,500        | 2,614        | 0             | 19,876        |           |
|   |                              |                 |                |               |              |               |               |           |
| <u>Revenue</u>                            |                              |                 |                |               |              |               |               |           |
| 263050 465065                             | Veterans                     | -2,500          | -2,751         | -251          | 0            | 0             | -2,500        | 9         |



|        |        |        |
|--------|--------|--------|
| 32,626 | 32,626 | 14,913 |
| 2,750  | 2,750  | 587    |
| 35,376 | 35,376 | 15,500 |

Dare County Community Child Protection Team and  
Child Fatality Prevention Team (CCPT/CFPT)

2021 Report to

Dare County Board of Commissioners

And

Dare County Department of Health and Human Services Board

Meetings: The team met four times this past year: February 15, May 17, August 16, and November 15, 2021.

Participation: An average of 12 (70%) of the members attended the meetings. Due to the COVID pandemic, all of the meetings were held online.

The Child Fatality Prevention Team reviewed one child fatality. In response, the team developed and distributed a public services announcement reminding families about the need for working smoke detectors in the home and when to change the batteries. The public service announcement featured L'Tanya Murray, a team member. The Dare County Fire Marshal was supportive of the additional messaging about smoke detectors.

Due to the COVID pandemic and the need to maintain confidentiality, the online meetings did not allow for a discussion of any specific cases. Therefore, the Community Child Protection Team did not review any cases.

Attachment - Membership Roster



COMMUNITY CHILD PROTECTION TEAM  
CHILD FATALITY PREVENTION TEAM  
TEAM COMPOSITION  
2021

| <u>Person</u>      | <u>Representing</u>                          |
|--------------------|--|
| Jeff Gard          | Law enforcement                              |
| Keith Letchworth   | Trillium                                     |
| Wendy Furlough     | Outer Banks Hospital - Member at Large       |
| Jodi Wyant         | Member at Large                              |
| Lisa Weatherly     | District Attorney's Office                   |
| Chuck Lycett       | Social Services Director – CCPT Coordinator  |
| Sally Laws         | DHHS – DSS                                   |
| Kathleen Foreman   | Guardian Ad Litem                            |
| Theresa Forward    | Economic Improvement Council                 |
| L'Tanya Murray     | DHHS Board                                   |
| Jeff Mitchell      | EMS<br>County Medical Examiner               |
| Susan Trueblood    | Local Health Care Provider                   |
| Judge Edgar Barnes | Chief District Court Judge                   |
| Ashley Jackson     | Board of Education                           |
| Sheila Davies      | Health Director                              |
| Nancy Griffin      | Member at Large                              |
| Michael Lewis      | Hotline - Member at Large                    |
| Irina Langanke     | CFPT Coordinator                             |
| Beth Storie        | Parent who lost a child before the age of 18 |

## PERSONNEL REPORT

Report Period: October 1, 2021 – December 31, 2021

### New Hires

| <u>Name</u>      | <u>Division/Unit</u> | <u>Position</u>       | <u>Hire Date</u> |
|------------------|----------------------|-----------------------|------------------|
| Katy Haslar      | Health/HE&O          | PHES                  | 10/04/2021       |
| Brittany Farence | DSS/Economic         | IMC                   | 10/18/2021       |
| Kimberly McKee   | Health/HE&O          | PHES 10-mo            | 11/01/2021       |
| Brandy Sawyer    | DSS/Economic         | IMC                   | 11/01/2021       |
| Hannah Nickerson | Health/HE&O          | Nutritionist Sup.     | 11/15/2021       |
| Ryan Greene      | DSS/Economic         | IMC                   | 11/15/2021       |
| Jordan Jones     | Health/EH            | AS                    | 11/15/2021       |
| Amber Lewis      | DSS/Economic         | IMC                   | 11/15/2021       |
| Greta Sharp      | DSS/Economic         | Prep Coord, part-time | 11/29/2021       |
| Rylee Charbeneau | Health/HE&O          | Nutritionist          | 12/13/2021       |
| Raven Brown      | DSS/Economic         | IMC                   | 12/13/2021       |

### Departures

| <u>Name</u>      | <u>Division/Unit</u> | <u>Position</u>         | <u>Hire Date</u> | <u>Departure Date</u> |
|------------------|----------------------|-------------------------|------------------|-----------------------|
| Melissa McCarter | DSS/Economic         | IMC                     | 04/29/2013       | 10/07/2021            |
| Breja Bowden     | DSS/Adult            | IHSA                    | 06/28/2021       | 10/07/2021            |
| Michelle Sims    | Health/Clinic        | PHN II – School         | 01/28/2019       | 12/01/2021            |
| Cathy Doyle      | Health/HE&O          | Nutritionist Supervisor | 03/16/2000       | 12/14/2021            |
| Marge Whitley    | Health/Clinic        | Office Manager          | 09/09/2008       | 12/30/2021            |

### Position Changes

| <u>Name</u>      | <u>New Division/Unit</u> | <u>New Position</u> | <u>Old Position</u> | <u>Date Change</u> |
|------------------|--------------------------|---------------------|---------------------|--------------------|
| Kelsey Fernandez | DSS/Family               | SW III              | SW IV               | 10/04/2021         |
| Christina ViPond | Health/HE&O              | HE&O Supervisor     | Prep. Coord. PT     | 10/04/2021         |
| Jennifer Peele   | Health/HE&O              | Acc. Assistant      | Admin. Specialist   | 11/15/2021         |

### New Hires – COVID Specific

| <u>Name</u>    | <u>Division/Unit</u> | <u>Position</u>                    | <u>Hire Date</u> |
|----------------|----------------------|------------------------------------|------------------|
| Leigh Winslow  | Health/Clinic        | Admin Specialist, part time – temp | 10/04/2021       |
| Nicole Castano | Health/Clinic        | Admin Specialist, part time – temp | 11/01/2021       |
| Nancy Hendrick | Health/Clinic        | Admin Specialist, part time – temp | 11/15/2021       |

### Departures – COVID Specific

| <u>Name</u>     | <u>Division/Unit</u> | <u>Position</u>                    | <u>Hire Date</u> | <u>Departure Date</u> |
|-----------------|----------------------|------------------------------------|------------------|-----------------------|
| Catherine Jolly | Health/Clinic        | Admin Specialist, part time – temp | 10/08/2021       | 10/31/2021            |

**Personnel Turnover  
Dare County Department of Health & Human Services  
Public Health Division  
December 2021**

| Calendar Year | Total Positions* | Filled Positions | Vacant Positions | No. of Retirements** | # of Terminations | No. of Resignations | Turnover Rate | Administration |       | Community & Clinical Services |        | Environmental Health Services |       | Health Education & Outreach |       |
|---------------|------------------|------------------|------------------|----------------------|-------------------|---------------------|---------------|----------------|-------|-------------------------------|--------|-------------------------------|-------|-----------------------------|-------|
|               |                  |                  |                  |                      |                   |                     |               | #              | %     | #                             | %      | #                             | %     | #                           | %     |
| 2021 YTD      | 72               | 68               | 4                | 5                    | 0                 | 10                  | 14.71%        | 1              | 1.47% | 1                             | 1.47%  | 2                             | 2.94% | 6                           | 8.82% |
| 2020          | 94               | 88               | 7                | 7                    | 1                 | 15                  | 18.18%        | 0              | 0.00% | 5                             | 5.68%  | 0                             | 0.00% | 1                           | 1.14% |
| 2019          | 93               | 91               | 3                | 3                    | 1                 | 11                  | 13.19%        | 0              | 0.00% | 4                             | 4.40%  | 2                             | 2.20% | 1                           | 1.10% |
| 2018          | 92               | 85               | 7                | 4                    | 0                 | 14                  | 16.47%        | 0              | 0.00% | 2                             | 2.35%  | 1                             | 1.18% | 5                           | 5.88% |
| 2017          | 91               | 87               | 4                | 3                    | 3                 | 7                   | 11.49%        | 0              | 0.00% | 4                             | 4.60%  | 0                             | 0.00% | 2                           | 2.30% |
| 2016          | 95               | 88               | 7                | 7                    | 1                 | 16                  | 19.32%        | 1              | 1.14% | 6                             | 6.82%  | 0                             | 0.00% | 2                           | 2.27% |
| 2015          | 92               | 90               | 2                | 3                    | 0                 | 3                   | 3.33%         | 0              | 0.00% | 1                             | 1.11%  | 0                             | 0.00% | 0                           | 0.00% |
| 2014          | 91               | 91               | 0                | 1                    | 1                 | 5                   | 6.59%         | 0              | 0.00% | 2                             | 2.20%  | 0                             | 0.00% | 4                           | 4.40% |
| 2013          | 95               | 87               | 8                | 2                    | 1                 | 12                  | 14.94%        | 0              | 0.00% | 8                             | 9.20%  | 0                             | 0.00% | 2                           | 2.30% |
| 2012          | 100              | 87               | 13               | 3                    | 1                 | 13                  | 16.09%        | 3              | 3.45% | 8                             | 9.20%  | 0                             | 0.00% | 3                           | 3.45% |
| 2011          | 96               | 87               | 9                | 1                    | 2                 | 16                  | 20.69%        | 1              | 1.15% | 12                            | 13.79% | 1                             | 1.15% | 1                           | 1.15% |
| 2010          | 99               | 89               | 10               | 1                    |                   | 7                   | 7.87%         | 0              | 0.00% | 6                             | 6.74%  | 0                             | 0.00% | 0                           | 0.00% |
| 2009          | 99               | 83               | 16               | 4                    |                   | 12                  | 14.46%        | 2              | 2.41% | 6                             | 7.23%  | 0                             | 0.00% | 0                           | 0.00% |
| 2008          | 98               | 89               | 9                | 2                    |                   | 14                  | 15.73%        | 0              | 0.00% | 10                            | 11.24% | 0                             | 0.00% | 3                           | 3.37% |
| 2007          | 95               | 83               | 12               | 1                    |                   | 12                  | 14.46%        | 0              | 0.00% | 9                             | 10.84% | 1                             | 1.20% | 2                           | 2.41% |

1 - Turnover rates do not include employees that retired or took new positions within the division and are calculated based on filled positions.

2 - Part-time, temporary staff hired for COVID response are not included in this report.

**Unit Turnover  
December-21**

| Calendar Year | Administration |            |        | Community & Clinical Services |            |        | Environmental Health Services |            |        | Health Education & Outreach |            |        |
|---------------|----------------|------------|--------|-------------------------------|------------|--------|-------------------------------|------------|--------|-----------------------------|------------|--------|
|               | #Term/Resign   | Filled Pos | %      | #Term/Resign                  | Filled Pos | %      | #Term/Resign                  | Filled Pos | %      | #Term/Resign                | Filled Pos | %      |
| 2021 YTD      | 1              | 8          | 12.50% | 1                             | 35         | 2.86%  | 2                             | 9          | 22.22% | 6                           | 16         | 37.50% |
| 2020          | 0              | 9          | 0.00%  | 5                             | 34         | 14.71% | 0                             | 9          | 0.00%  | 1                           | 18         | 5.56%  |
| 2019          | 0              | 9          | 0.00%  | 4                             | 34         | 11.76% | 2                             | 8          | 25.00% | 1                           | 17         | 5.88%  |
| 2018          | 0              | 9          | 0.00%  | 2                             | 31         | 6.45%  | 1                             | 8          | 12.50% | 5                           | 18         | 27.78% |
| 2017          | 0              | 7          | 0.00%  | 4                             | 33         | 12.12% | 0                             | 9          | 0.00%  | 2                           | 18         | 11.11% |
| 2016          | 1              | 7          | 14.29% | 6                             | 36         | 16.67% | 0                             | 9          | 0.00%  | 2                           | 16         | 12.50% |
| 2015          | 0              | 8          | 0.00%  | 1                             | 44         | 2.27%  | 0                             | 9          | 0.00%  | 0                           | 8          | 0.00%  |
| 2014          | 0              | 7          | 0.00%  | 2                             | 45         | 4.44%  | 0                             | 9          | 0.00%  | 4                           | 8          | 50.00% |
| 2013          | 0              | 9          | 0.00%  | 8                             | 41         | 19.51% | 0                             | 9          | 0.00%  | 2                           | 9          | 22.22% |
| 2012          | 3              | 8          | 37.50% | 8                             | 39         | 20.51% | 0                             | 10         | 0.00%  | 3                           | 8          | 37.50% |
| 2011          | 1              | 9          | 11.11% | 12                            | 42         | 28.57% | 1                             | 10         | 10.00% | 1                           | 8          | 12.50% |
| 2010          | 0              | 8          | 0.00%  | 6                             | 44         | 13.64% | 0                             | 10         | 0.00%  | 0                           | 10         | 0.00%  |
| 2009          | 2              | 6          | 33.33% | 6                             | 42         | 14.29% | 0                             | 10         | 0.00%  | 0                           | 9          | 0.00%  |
| 2008          | 0              | 6          | 0.00%  | 10                            | 47         | 21.28% | 0                             | 12         | 0.00%  | 3                           | 10         | 30.00% |
| 2007          | 0              | 6          | 0.00%  | 9                             | 44         | 20.45% | 1                             | 9          | 11.11% | 2                           | 8          | 25.00% |

**Personnel Turnover  
Dare County Department of Health & Human Services  
Social Services Division  
December 2021**

| Calendar Year | Total Positions* | Filled Positions | Vacant Positions | No. of Retirements** | No. of Terminations | No. of Resignations | Turnover Rate | Administration |       | Economic Services |        | Children's Services |       | Adult Services |       | In-Home Aides |       | Family |       |
|---------------|------------------|------------------|------------------|----------------------|---------------------|---------------------|---------------|----------------|-------|-------------------|--------|---------------------|-------|----------------|-------|---------------|-------|--------|-------|
|               |                  |                  |                  |                      |                     |                     |               | #              | %     | #                 | %      | #                   | %     | #              | %     | #             | %     | #      | %     |
| 2021 YTD      | 104              | 96               | 8                | 3                    | 1                   | 16                  | 17.71%        | 2              | 2.08% | 6                 | 6.25%  | 2                   | 2.08% | 1              | 1.04% | 4             | 4.17% | 2      | 2.08% |
| 2020          | 103              | 99               | 4                | 3                    | 0                   | 7                   | 7.07%         | 2              | 2.02% | 3                 | 3.03%  | 1                   | 1.01% | 0              | 0.00% | 1             | 1.01% | 0      | 0.00% |
| 2019          | 103              | 101              | 2                | 2                    | 0                   | 11                  | 10.89%        | 3              | 2.97% | 4                 | 3.96%  | 0                   | 0.00% | 2              | 1.98% | 1             | 0.99% | 1      | 0.99% |
| 2018          | 103              | 100              | 3                | 6                    | 0                   | 11                  | 11.00%        | 1              | 1.00% | 4                 | 4.00%  | 4                   | 4.00% | 1              | 1.00% | 1             | 1.00% | 0      | 0.00% |
| 2017          | 105              | 101              | 4                | 2                    | 3                   | 12                  | 14.85%        | 1              | 0.99% | 11                | 10.89% | 0                   | 0.00% | 0              | 0.00% | 2             | 1.98% | 1      | 0.99% |
| 2016          | 96               | 92               | 4                | 3                    | 2                   | 17                  | 20.65%        | 1              | 1.09% | 12                | 13.04% | 1                   | 1.09% | 1              | 1.09% | 4             | 4.35% | 0      | 0.00% |
| 2015          | 97               | 96               | 1                | 0                    | 1                   | 9                   | 10.42%        | 0              | 0.00% | 8                 | 8.33%  | 0                   | 0.00% | 1              | 1.04% | 1             | 1.04% | 0      | 0.00% |
| 2014          | 96               | 95               | 1                | 2                    | 1                   | 5                   | 6.32%         | 0              | 0.00% | 2                 | 2.11%  | 1                   | 1.05% | 0              | 0.00% | 1             | 0.05% | 2      | 2.11% |
| 2013          | 88               | 88               | 0                | 6                    | 0                   | 8                   | 9.09%         | 0              | 0.00% | 2                 | 2.27%  | 1                   | 1.14% | 3              | 3.41% | 2             | 0.10% | 0      | 0.00% |
| 2012          | 90               | 90               | 0                | 5                    | 1                   | 7                   | 8.89%         | 1              | 1.11% | 4                 | 4.44%  | 0                   | 0.00% | 0              | 0.00% | 2             | 0.10% | 1      | 1.11% |
| 2011          | 94               | 94               | 0                | 0                    | 2                   | 4                   | 6.38%         | 1              | 1.06% | 4                 | 4.26%  | 0                   | 0.00% | 0              | 0.00% | 1             | 0.05% | 0      | 0.00% |
| 2010          | 93               | 93               | 0                | 2                    | 0                   | 4                   | 4.30%         | 0              | 0.00% | 2                 | 2.15%  | 1                   | 1.08% | 0              | 0.00% | 1             | 0.05% | 0      | 0.00% |
| 2009          | 86               | 86               | 0                | 5                    | 5                   | 2                   | 8.14%         | 2              | 2.33% | 1                 | 1.16%  | 2                   | 2.33% | 0              | 0.00% | 2             | 0.10% | 0      | 0.00% |
| 2008          | 82               | 82               | 0                | 1                    | 1                   | 4                   | 6.10%         | 1              | 1.22% | 2                 | 2.44%  | 1                   | 1.22% | 0              | 0.00% | 0             | 0.00% | 1      | 1.22% |
| 2007          | 82               | 82               | 0                | 0                    | 1                   | 2                   | 3.66%         | 0              | 0.00% | 1                 | 1.22%  | 1                   | 1.22% | 0              | 0.00% | 1             | 0.05% | 0      | 0.00% |

1 - Turnover rates do not include employees that retired or took new positions within division and are calculated based on filled positions.

**Unit Turnover  
December 2021**

| Calendar Year | Administration |            |        | Economic     |            |        | Children's Services |            |        | Adult Services |            |        | In Home Aides |            |        | Family Services |            |        |
|---------------|----------------|------------|--------|--------------|------------|--------|---------------------|------------|--------|----------------|------------|--------|---------------|------------|--------|-----------------|------------|--------|
|               | #Term/Resign   | Filled Pos | %      | #Term/Resign | Filled Pos | %      | #Term/Resign        | Filled Pos | %      | #Term/Resign   | Filled Pos | %      | #Term/Resign  | Filled Pos | %      | #Term/Resign    | Filled Pos | %      |
| 2021 TYD      | 2              | 10         | 20.00% | 6            | 35         | 17.14% | 2                   | 14         | 14.29% | 1              | 12         | 8.33%  | 4             | 16         | 25.00% | 2               | 9          | 22.22% |
| 2020          | 2              | 8          | 25.00% | 3            | 34         | 8.82%  | 1                   | 15         | 6.67%  | 0              | 13         | 0.00%  | 1             | 20         | 5.00%  | 0               | 9          | 0.00%  |
| 2019          | 3              | 10         | 30.00% | 4            | 33         | 12.12% | 0                   | 16         | 0.00%  | 2              | 12         | 16.67% | 1             | 21         | 4.76%  | 1               | 9          | 11.11% |
| 2018          | 1              | 9          | 11.11% | 4            | 35         | 11.43% | 4                   | 15         | 26.67% | 1              | 12         | 8.33%  | 1             | 19         | 5.26%  | 0               | 10         | 0.00%  |
| 2017          | 1              | 11         | 9.09%  | 11           | 31         | 35.48% | 0                   | 16         | 0.00%  | 0              | 12         | 0.00%  | 2             | 21         | 9.52%  | 1               | 10         | 10.00% |
| 2016          | 1              | 11         | 9.09%  | 12           | 28         | 42.86% | 1                   | 16         | 6.25%  | 1              | 10         | 10.00% | 4             | 20         | 20.00% | 0               | 11         | 0.00%  |
| 2015          | 0              | 9          | 0.00%  | 8            | 29         | 27.59% | 0                   | 17         | 0.00%  | 1              | 10         | 10.00% | 1             | 20         | 5.00%  | 0               | 11         | 0.00%  |
| 2014          | 0              | 9          | 0.00%  | 2            | 29         | 6.90%  | 1                   | 16         | 6.25%  | 0              | 10         | 0.00%  | 1             | 20         | 5.00%  | 2               | 11         | 18.18% |
| 2013          | 0              | 9          | 0.00%  | 2            | 26         | 7.69%  | 1                   | 13         | 7.69%  | 3              | 9          | 33.33% | 2             | 18         | 11.11% | 0               | 13         | 0.00%  |
| 2012          | 1              | 9          | 11.11% | 4            | 22         | 18.18% | 0                   | 15         | 0.00%  | 0              | 12         | 0.00%  | 2             | 19         | 10.53% | 1               | 13         | 7.69%  |
| 2011          | 1              | 9          | 11.11% | 4            | 22         | 18.18% | 0                   | 10         | 0.00%  | 0              | 13         | 0.00%  | 1             | 23         | 4.35%  | 0               | 18         | 0.00%  |
| 2010          | 0              | 9          | 0.00%  | 2            | 22         | 9.09%  | 1                   | 13         | 7.69%  | 0              | 13         | 0.00%  | 1             | 24         | 4.17%  | 0               | 12         | 0.00%  |
| 2009          | 2              | 8          | 25.00% | 1            | 19         | 5.26%  | 2                   | 12         | 16.67% | 0              | 12         | 0.00%  | 2             | 25         | 8.00%  | 0               | 10         | 0.00%  |
| 2008          | 1              | 9          | 11.11% | 2            | 17         | 11.76% | 1                   | 12         | 8.33%  | 0              | 12         | 0.00%  | 0             | 26         | 0.00%  | 1               | 6          | 16.67% |
| 2007          | 0              | 8          | 0.00%  | 1            | 18         | 5.56%  | 1                   | 12         | 8.33%  | 0              | 12         | 0.00%  | 1             | 25         | 4.00%  | 0               | 7          | 0.00%  |

## 2021 Holiday Report

### Northern Beaches:

Thanksgiving- 70 gift cards, 49 baskets

Angel Gift- 119 Families, 267 children

### Hatteras Island:

Thanksgiving-39 baskets

Angel Gift- 38 families, 79 children

Private/Late Christmas Sponsors- 22 families, 38 children

## **GRANTS**

### **NC Division of Public Health-CLC (Community Linkages to Care for OD Prevention & Response) \$10,000**

Additional funding to expand services due to the dramatic spike in drug overdose deaths over the last year, funding also allows the purchase of fentanyl test strips.

# **DARE COUNTY HEALTH AND HUMAN SERVICES CONFLICT OF INTEREST AND ETHICAL BEHAVIOR STATEMENT**

---

Staff and members of the Dare County Health And Human Services Board comply with all applicable federal, state and local laws and rules and regulations pertaining to Dare County Health and Human Services' activities (hereinafter "Agency"); conduct themselves ethically and with integrity; and avoid any conflict between their own interests and the interests of the Agency.

1. Are you or any members of your immediate family affiliated with a business that supplies property, goods or services to the Agency or engages in any business that is competitive with the Agency?

Yes  No

If yes explain here:

2. Do you or any member of your immediate family have a direct or indirect interest in a business that supplies property, goods or services to the Agency or is in competition with the Agency?

Yes  No

If yes explain here:

3. Do you have any other business or personal relationships, not covered in your answers to Questions 1 and 2 above that could appear to be a conflict of interest?

Yes  No

If yes explain here:

## **ATTESTATION:**

- I have responded to the above questions on the Conflict of Interest and Ethical Behavior Statement truthfully to the best of my knowledge and belief and I commit myself to high standards of ethical behavior.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Name

# 2021

## Dare County Communicable Disease Annual Report

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





Mission Statement: The Dare County Department of Health & Human Services is committed to meeting the evolving health and social needs of our community.





# Primary Objectives

- Promptly investigate and report suspected or confirmed communicable diseases to the North Carolina Division of Public Health.
- Monitor disease reports to detect trends and to assess the public health impact of disease.
- Ensure that appropriate control measures have been prescribed in accordance with the North Carolina Communicable Disease Law and Rules to minimize further transmission of disease.
- Provides a channel of communication between the Dare County Department of Health & Human Services, private physicians, and occupational infection control personnel as an essential part of disease control efforts.
- Communicate public health interventions and disseminate health education messages to the community, providers, other agencies and the media in order to enhance disease control efforts.



# Communicable Disease Capacity

Reports from:

Local physicians

Laboratories

Hospitals

Public Health Epidemiologist

NC EDSS surveillance system

Our Primary CD Team:

2 CD Public Health Nurses

Clinical Nursing Director

Health Director

Medical Director

Epi-Team

NC CD Regional Consultants



# Communicable Disease Reporting



- Reporting Forms are provided on the Dare County Department of Health & Human Services (DHHS) website or North Carolina CD Branch website or are available upon request.
- Clinicians mail/fax forms to Dare County DHHS CD Nurses. The CD Nurses conduct an investigation and contact providers to gather more data as needed to determine if case definitions are met.
- CD Nurses enter data electronically in the North Carolina Electronic Disease Surveillance System (NCEDSS).



NC Electronic Disease Surveillance System

North Carolina Department of Health and Human Services  
Division of Public Health - Epidemiology Section  
Communicable Disease Branch

**ATTENTION HEALTH CARE PROVIDERS:**  
Please report relevant chronic conditions about this disease event to the local health department.

Public Health  
HEALTH AND HUMAN SERVICES

**Confidential Communicable Disease Report—Part 1**  
NAME OF DISEASE / CONDITION

Patient's Last Name First Middle Suffix Master/Other Alias

Birthdate (mm/dd/yyyy) Sex  M  F  Trans Parent or Guardian (if minor) Medical Record Number

Patient's Street Address City State ZIP County Phone

Age Age Type  Years  Months  Weeks  Days Race (check all that apply):  White  Black/African American  American Indian/Alaska Native  Unknown  Asian  Other  Native Hawaiian or Pacific Islander Ethnic Origin  Non-Hispanic  Hispanic Was patient hospitalized for this disease? (24 hours)  Yes  No Did patient die from this disease?  Yes  No Is the patient pregnant?  Yes  No

Patient is associated with (check all that apply):  Child Care (child, household contact, or worker in child care)  School (student or worker)  College/University (student or worker)  Food Service (food worker)  Health Care (health care worker)  Correctional Facility (inmate or worker)  Long Term Care Facility (resident or worker)  Military (active military, dependent, or resident member)  Travel (outside continental United States in last 30 days)

In what geographic location was the patient MOST LIKELY exposed?  In patient's county of residence  Outside county, but within NC - County: \_\_\_\_\_  Out of state - State/Territory: \_\_\_\_\_  Out of USA - Country: \_\_\_\_\_  Unknown

**CLINICAL INFORMATION**

When was patient symptomatic for this disease?  Y  N  U  
If yes, symptom onset date (mm/dd/yyyy) / /  
SICMOT's version: \_\_\_\_\_

If a sexually transmitted disease, give specific treatment details  
1. Date patient treated (mm/dd/yyyy) \_\_\_\_\_  
Medication \_\_\_\_\_ Dose \_\_\_\_\_ Duration \_\_\_\_\_  
2. Date patient treated (mm/dd/yyyy) \_\_\_\_\_  
Medication \_\_\_\_\_ Dose \_\_\_\_\_ Duration \_\_\_\_\_

**DIAGNOSTIC TESTING**  
Provide lab information below and fax copy of lab results and other pertinent records to local health department.

| Specimen Date | Specimen # | Specimen Source | Type of Test | Test Result(s) | Description (comments) | Result Date | Lab Name—City/State |
|---------------|------------|-----------------|--------------|----------------|------------------------|-------------|---------------------|
| / /           |            |                 |              |                |                        | / /         |                     |
| / /           |            |                 |              |                |                        | / /         |                     |
| / /           |            |                 |              |                |                        | / /         |                     |

Reporting Physician/Practitioner: \_\_\_\_\_ Health Care Provider for this disease (if not reporting physician): \_\_\_\_\_  
Contact Person/Title: \_\_\_\_\_ Contact Person/Title: \_\_\_\_\_  
Phone (\_\_\_\_\_) \_\_\_\_\_ Fax (\_\_\_\_\_) \_\_\_\_\_ Phone (\_\_\_\_\_) \_\_\_\_\_ Fax (\_\_\_\_\_) \_\_\_\_\_

**LOCAL HEALTH DEPARTMENT USE ONLY**

Initial Date of Report to Public Health: \_\_\_\_/\_\_\_\_/\_\_\_\_  
Initial Source of Report to Public Health:  Health Care Provider (specify):  Hospital  Private diagnostic Health Department  Correctional facility  Laboratory  Other

Is the patient part of an outbreak of this disease?  Yes  No  
Outbreak setting:  Household/Community (specify index case): \_\_\_\_\_  
 Restaurant/Meal  Assisted living facility  Child care  Adult day care  Long term care  School  Healthcare setting  Prison  Adult care home

Name of facility: \_\_\_\_\_  
Address of facility: \_\_\_\_\_

DHHS 2124 (Revised January 2016) EPIDEMIOLOGY

# Reportable Communicable Diseases

The Communicable Disease reporting form serves as a reporting tool but also provides guidance to the requirements of which diseases are reportable and how quickly they should be reported. Also the North Carolina general statutes and administrative code are included to assure providers that communicable disease reporting is exempt from the HIPAA Privacy Rule and is permitted as an exception to confidentiality of records in NC State Law.



DISEASES AND CONDITIONS REPORTABLE IN NORTH CAROLINA Physicians must report these diseases and conditions to the county local health department, according to the North Carolina Administrative Code: 10A NCAC 41A.0101

Reportable Diseases and Conditions (see below). Contact information for local health departments can be accessed at [www.ncalhd.org/directors](http://www.ncalhd.org/directors). If you are unable to contact your local health department, call the 24/7 pager for NCDHHS, Communicable Disease Branch (919) 733-3419. For diseases and conditions required to be reported within 24 hours, the initial report shall be made by telephone to the local health department, and the written disease report be made within 7 days. The reporting rules and disease report forms can be accessed at: <http://epi.publichealth.nc.gov/cd/report.htm>

Disease/Condition Reportable to Local Health Department Within a Specific Timeframe Acquired immune deficiency syndrome (AIDS) – 24 hours Acute flaccid myelitis – 7 days Anaplasmosis – 7 days Anthrax – immediately Arboviral infection, neuroinvasive (WNV, LAC, EEE, other, unspecified) – 7 days Babesiosis – 7 days Botulism – immediately Brucellosis – 7 days Campylobacter infection – 24 hours Candida auris – 24 hours Carbapenem-Resistant Enterobacteriaceae (CRE) – 24 hours Chancroid – 24 hours Chikungunya virus infection – 24 hours Chlamydial infection (laboratory confirmed) – 7 days Cholera – 24 hours COVID-19: see Novel coronavirus Creutzfeldt-Jakob disease – 7 days Cryptosporidiosis – 24 hours Cyclosporiasis – 24 hours Dengue – 7 days Diphtheria – 24 hours Escherichia coli, shiga toxin-producing infection – 24 hours Ehrlichiosis – 7 days Foodborne disease, including Clostridium perfringens, staphylococcal, Bacillus cereus, and other and unknown causes – 24 hours Gonorrhea – 24 hours Granuloma inguinale – 24 hours Haemophilus influenzae, invasive disease – 24 hours Hantavirus infection – 7 days Hemolytic-uremic syndrome (HUS) – 24 hours Hemorrhagic fever virus infection – immediately Hepatitis A – 24 hours Hepatitis B – 24 hours Hepatitis B carriage or perinatally acquired – 7 days Hepatitis C, acute – 7 days Human immunodeficiency virus (HIV) infection confirmed – 24 hours Influenza virus infection causing death – 24 hours Interferon-gamma release assay (IGRA), all results – 7 days Legionellosis – 7 days Leprosy – 7 days Leptospirosis – 7 days Listeriosis – 24 hours Lyme disease – 7 days Lymphogranuloma venereum – 7 days Malaria – 7 days Measles (rubeola) – immediately Meningitis, pneumococcal – 7 days Meningococcal disease, invasive – 24 hours Middle East respiratory syndrome (MERS) – 24 hours Monkeypox – 24 hours Mumps – 7 days Nongonococcal urethritis – 7 days Novel coronavirus infection causing death – 24 hours Novel coronavirus infection – immediately Novel influenza virus infection – immediately Ophthalmia neonatorum – 24 hours Plague – immediately Paralytic poliomyelitis – 24 hours Pelvic inflammatory disease – 7 days Pertussis (whooping cough) – 24 hours Psittacosis – 7 days Q fever – 7 days Rabies, human – 24 hours Rubella – 24 hours Rubella congenital syndrome – 7 days Salmonellosis – 24 hours Severe acute respiratory syndrome (SARS) – 24 hours Shigellosis – 24 hours Smallpox – immediately Spotted fever rickettsiosis (including RMSF) – 7 days Staphylococcus aureus with reduced susceptibility to vancomycin – 24 hours Streptococcal infection, Group A, invasive disease – 7 days Syphilis, primary, secondary, early latent, late latent, late with clinical manifestations, congenital – 24 hours Tetanus – 7 days Toxic shock syndrome, non-streptococcal or streptococcal – 7 days Trichinosis – 7 days Tuberculosis – 24 hours Tularemia – immediately Typhoid fever, acute (Salmonella typhi) – 24 hours Typhoid carriage (Salmonella typhi) – 7 days Typhus, epidemic (louse-borne) – 7 days Vaccinia – 24 hours; Varicella (chickenpox) – 24 hours Vibrio infection (other than cholera & vulnificus) – 24 hours Vibrio vulnificus – 24 hours Yellow fever – 7 days Zika virus – 24 hours

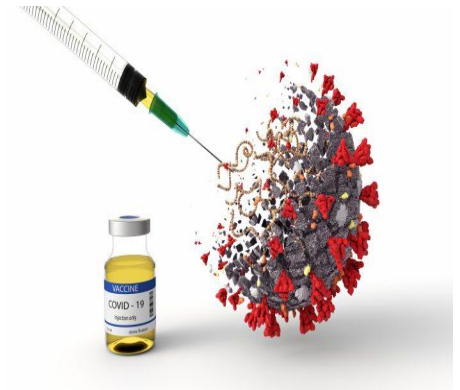
You may be contacted by the local health department for additional information about this case. Medical record information relevant to the investigation and/or control of a communicable disease is exempt from the HIPAA Privacy Rule (see 45 CFR 164.512(a) ) and is permitted as an exception to confidentiality of records in NC State Law GS § 130 A-130. North Carolina General Statute: §130A-135. Physicians to report. A physician licensed to practice medicine who has reason to suspect that a person about whom the physician has been consulted professionally has a communicable disease or communicable condition declared by the Commission to be reported, shall report information required by the Commission to the local health director of the county or district in which the physician is consulted. North Carolina Administrative Code: 10A NCAC 41A.0101 Reportable Diseases and Conditions (a) The following named diseases and conditions are declared to be dangerous to the public health and are hereby made reportable within the time period specified after the disease or condition is reasonably suspected to exist: DHHS 2124 (Revised July 2020) EPIDEMIOLOGY



# COVID-19 RESPONSE



Of course our biggest Communicable Disease issue of the year is **COVID**.



In 2021, it was another year of all hands on deck to help in the Public Health response to the worldwide pandemic of the covid-19 infection. The Communicable Disease and Epi team welcomed the assistance of many other departments and divisions within the Department of Health and Human Services, as well as other Dare County departments and community partners, to help protect our citizens from widespread transmission of the disease. We are so very thankful for all of the amazing people that have assisted in this effort.





This was a massive team effort with many dedicated, hard working individuals. Activities included:

- Contacting all individuals testing positive and their direct contacts to assure that they were doing okay, received proper information and instructions about the disease process, and were aware of and following public health isolation and quarantine guidance to reduce spread of disease.

- Holding mass testing events to identify those with infection.

- Working the COVID call center, answering questions, scheduling appointments for testing and immunization clinics.

- Holding mass public vaccination clinics and offering in house clinics at the health departments 3 locations to immunize our community members.

- Collecting data and sharing information with our Board of Health, Board of Commissioners and our community members



# COVID-19 Numbers Dashboard

## 1634 Total COVID-19 Positive Cases in Dare County

### Gender of Positive Cases:

**782** Male **852** Female

### Age Range of Positive Cases:

**197** 17 & under **223** 18-24 **620** 25-49 **379** 50-64 **215** 65 & over

## County Residents

**1076** Positive Cases

**907** Recovered/Asymptomatically cleared

**5** COVID-19 deaths

**1** Death from other causes (NON-COVID)

**163** Active positive cases:

**11** Hospitalization

**152** Home isolation

**0** Isolation outside of Dare County

## Non-Residents

**558** Positive Cases

**438** Recovered/Asymptomatically cleared

**2** Isolation in Dare County

**116** Transferred isolation to home county

**2** Hospitalization

# COVID-19 Numbers Dashboard

## 7293 Total COVID-19 Positive Cases in Dare County

**Gender of Positive Cases:**

**3458** Male

**3835** Female

**Age Range of Positive Cases:**

**1232** 17 & under

**764** 18-24

**2902** 25-49

**1504** 50-64

**891** 65 & over

## 4999 Positive Residents Cases

**4865** Recovered/Asymptomatically cleared

**26** COVID-19 deaths

**1** Death from other causes (NON-COVID)

**107** Active positive cases

**13** Hospitalization

**94** Home isolation

**0** Isolation outside of Dare County

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## 2294 Positive Non-Resident Cases

This Dashboard is updated Monday- Friday with new positive COVID-19 test results.

Last updated on December 31, 2021 at 4:00 p.m. and includes information on cases reported from 12/30/2021.

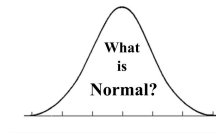
## Covid-19 Numbers

Dare County remains in the red category on the CDC's Level of Community Transmission map. Currently all individuals ages 5 and over should get vaccinated for COVID-19 to help prevent serious illness, hospitalizations and death. To aid in testing, in conjunction with Dare County Department of Health & Human Services, The Outer Banks Hospital and Medical Group and Mako Medical have partnered to provide a Drive-Thru COVID-19 testing site available for anyone in need of COVID-19 testing. Thanks to the many hands on deck to help fight the pandemic.

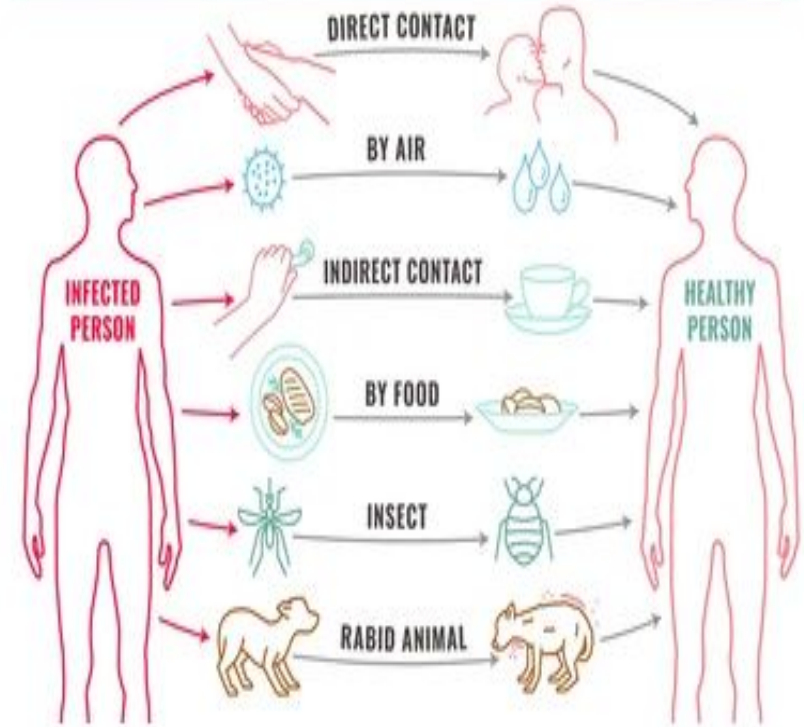
|   | 2020 | 2021 |
|---|------|------|
| <b>Positive Covid-19 Cases</b>                    | 1634 | 7293 |
| <b># of Positive Dare County Residents</b>        | 1076 | 4999 |
| <b># of Positive Non-residents tested in Dare</b> | 558  | 2294 |
| <b># of Covid Related Deaths</b>                  | 5    | 26   |
| <b># of Positive Cases - Male</b>                 | 782  | 3458 |
| <b># of Positive Cases - Female</b>               | 852  | 3845 |



While Covid response efforts continue to require most of our time and attention, we still had our normal communicable disease reports and investigations to complete.



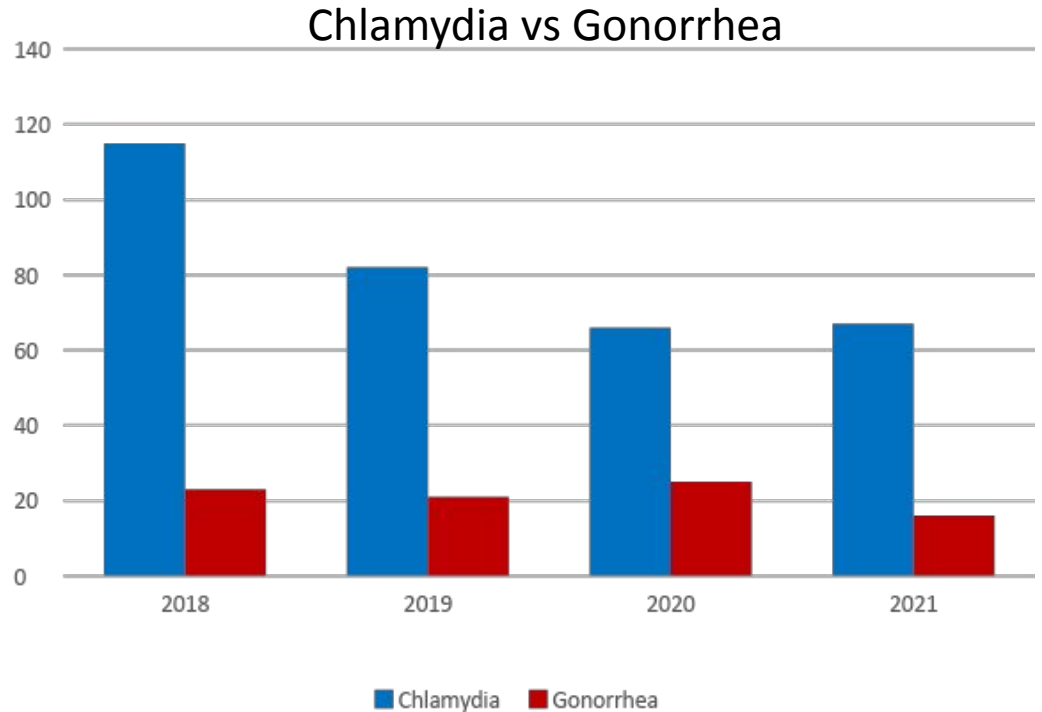
## TYPES OF DISEASE TRANSMISSION



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# Chlamydia and Gonorrhea Cases

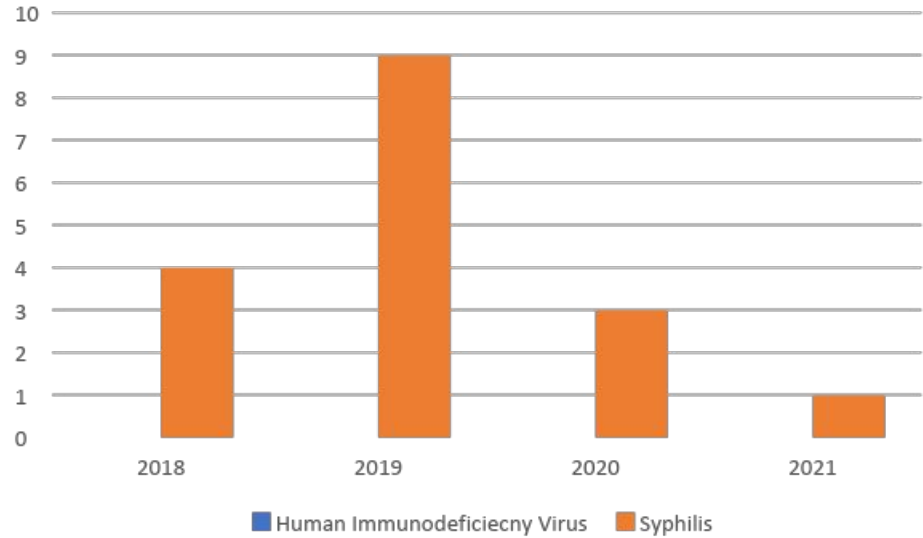
Chlamydia and Gonorrhea continue to be the most reported sexually transmitted infections. We had a slight increase of cases of chlamydia but a decrease in the number of reported cases of gonorrhea in 2021.



# Syphilis and HIV Cases

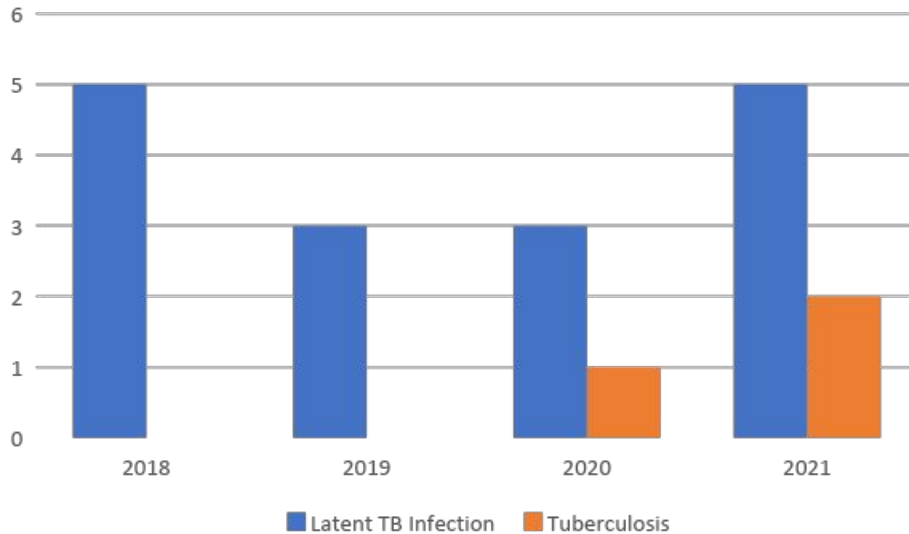
We had one case of syphilis that we diagnosed and treated at the health department in 2021.

All Syphilis and HIV cases are reported directly to the North Carolina state Disease Intervention Specialists who conduct contact investigations, partner notification and testing and refer individuals needing treatment to the local health department.



# Tuberculosis Cases

Dare County had 2 cases of active Tuberculosis reported in 2021. Both were local residents, one was foreign born and had moved here from another state. TB treatment is intensive and lengthy. TB medicine can be very hard for the patient to take, regimen adjustments are frequent and each dose taken must be observed by the nurse. The TB nurses worked very hard to have successful outcomes with these cases. We had 5 cases of latent TB infection.





# Comparison of Communicable Disease Reports for 2018, 2019, 2020, 2021

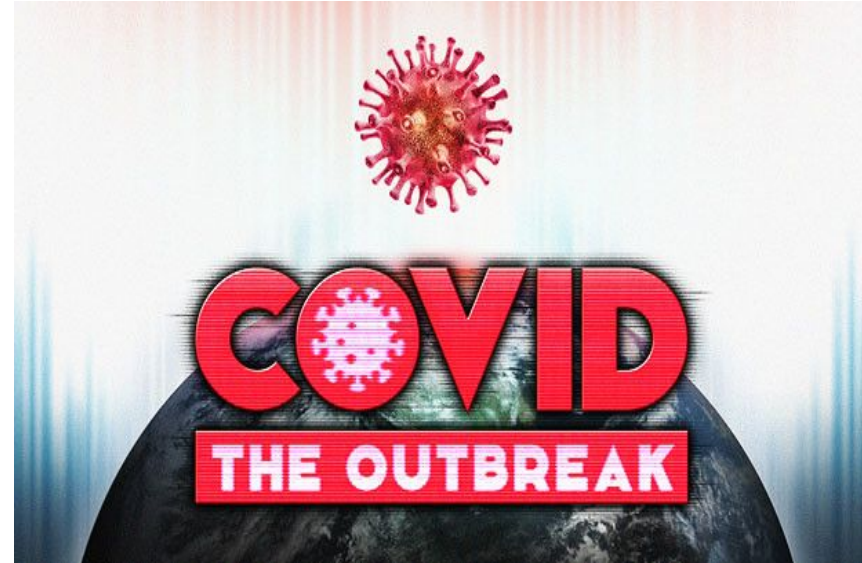


|                                | 2018 | 2019 | 2020 | 2021 |
|--------------------------------|------|------|------|------|
| Campylobacter                  | 3    | 8    | 7    | 9    |
| Chlamydia                      | 115  | 82   | 66   | 67   |
| Cryptosporidiosis              | 0    | 1    | 1    | 1    |
| Cyclosporiasis                 | 0    | 0    | 0    | 1    |
| Dengue Fever                   | 0    | 1    | 0    | 0    |
| E.Coli (Shiga toxin producing) | 2    | 1    | 1    | 1    |
| Ehrlichiosis HCG               | 1    | 0    | 0    | 0    |
| Gonorrhea                      | 23   | 21   | 25   | 16   |
| Group A Streptococcus          | 2    | 2    | 1    | 2    |
| Haemophilus Influenzae         | 2    | 2    | 1    | 1    |
| Hepatitis A                    | 0    | 0    | 0    | 2    |
| Hepatitis B - chronic          | 5    | 5    | 2    | 0    |
| Hepatitis C - chronic          | 60   | 66   | 59   | 70   |
| Human Immunodeficiency Virus   | 0    | 1    | 0    | 0    |
| Influenza, adult death         | 0    | 1    | 0    | 0    |
| Latent Tuberculosis            | 6    | 3    | 1    | 5    |
| Listeriosis                    | 0    | 2    | 0    | 0    |
| Lyme Disease                   | 4    | 4    | 4    | 3    |
| Meningitis                     | 1    | 0    | 0    | 0    |
| Mumps                          | 1    | 0    | 0    | 0    |
| Rocky Mountain Spotted Fever   | 11   | 7    | 1    | 1    |
| Salmonella                     | 12   | 25   | 11   | 15   |
| Shigellosis                    | 1    | 0    | 0    | 1    |
| Syphilis                       | 4    | 9    | 4    | 1    |
| Vibrio                         | 3    | 1    | 0    | 1    |

# Outbreak Investigations

There were **MANY** outbreak investigations this year that revolved around Covid-19 outbreaks and clusters. Numerous businesses, schools, churches and other establishments, as well as, individuals and families were affected by the virus. Our team was able to identify positive cases and direct contacts that had common links to give isolation and quarantine guidance to help stop the transmission.

We also conducted one outbreak investigation related to Respiratory syncytial virus (RSV) in a child care setting. This virus was more active in 2021 and more cases were reported in adults than normal.

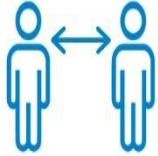


# PRACTICE THE 3 W'S



**WEAR**

A CLOTH  
FACE COVERING.



**WAIT**

6 FEET APART.  
AVOID CLOSE  
CONTACT.



**WASH**

YOUR HANDS  
OFTEN OR USE  
HAND SANITIZER.

**DO YOUR PART TO SLOW THE SPREAD OF COVID-19.**

[DARENC.COM/COVID19](http://DARENC.COM/COVID19)



## Simple Steps to Stay Healthy

Use these seven strategies to reduce the spread of COVID-19

**Wash your hands**



**Wear a mask**



**Stay physically distant  
and socially connected**



**Increase fresh air**



**Clean and disinfect**



**Check for symptoms daily  
and stay home if you're sick**



**Get vaccinated**



National Center on

Health, Behavioral Health, and Safety

This resource was supported by the Administration for Children and Families (ACF) of the United States (U.S.) Department of Health and Human Services (HHS) as part of a fiscal year 2020 award totaling \$7,262,162 with 87% funded by ACF and 13% by the Healthy Homecare Services Administration (HHSA) of the U.S. HHS. The contents are those of the author(s) and do not necessarily represent the views of, nor are an endorsement by ACF/HHS, or the U.S. government. This resource may be reproduced for non-commercial uses without permission.

A photograph of a dirt road that splits into two paths leading towards a bright sun in a field. The sun is low on the horizon, creating a golden glow and long shadows. The paths are made of light-colored dirt and lead into a field of green grass. The overall scene is peaceful and evokes a sense of choice and direction.

**HEALTH IS A JOURNEY...  
WHAT PATH ARE YOU ON?**



# Thank you for your support!

Contact :

Wendy Hall, RN  
Communicable Disease Nurse  
Dare County Department of Health  
& Human Services  
whall@darenc.com  
(252)475-5017



|  |       |  |
|--|-------|--|
| Dare County Department of Health & Human Services – Public Health Division | Title | Potentially Dangerous Dogs Appeals Board Rules of Proceeding |
| Organizational Policy & Procedure  | Unit  | Dare County Board of Health and Human Services               |

POLICY

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The purpose of a Dangerous Dog Appeals Board proceeding is to provide opportunity for appeal from a declaration by the Director of the Dare County Department of Health and Human Services - Public Health Division (hereinafter the “Director”) that a dog is “potentially dangerous” as defined under Dare County Ordinance 91.030. The purpose of the Policy is to establish procedures governing the appeal proceedings before the Dare County Dangerous Dog Appeals Board (hereinafter the “Board”).

The issue to be determined by the Board at the proceeding is whether sufficient evidence exists to uphold the Director’s declaration that a dog is “potentially dangerous” as defined the Dare County Code of Ordinances. Under Dare County Ordinance 91.030 “potentially dangerous” dog has:

- (1) Inflicted a serious injury on a person; or
- (2) Killed or inflicted severe injury upon a domestic animal when not on the owner’s real property; or
- (3) Approached a person when not on the owner’s property in a vicious or terrorizing manner in an apparent attitude of attack.

NCGS 67-4.1 (c) states that “The county or municipal authority responsible for animal control shall designate a person or board responsible for determining when a dog is “potentially dangerous” and shall designate a separate Board to hear any appeal”. Dare County Ordinance 91.030 designates the Health Director as the person responsible for declaring when a dog is “potentially dangerous”. The Board designated to hear appeals of said declarations is a small sub-committee comprising of three members of the Board of Health and Human Services, nominated by the Chair of the Dare County Board of Health and Human Services.

PROCEDURE

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A. THE DECLARATION:

- 1. The Director shall review petitions filed by Dare County Animal Control or private citizens who file a petition with the Public Health Division.
- 2. Upon a declaration from the Director that a dog is potentially dangerous, the Director shall contact Animal Control and arrange for the impoundment of the dog, if not already done so.
- 3. The Director shall notify the owner of the dog of his/her findings and shall give reasons for the determination. The notification must inform the owner of its rights to appeal the decision of the Director, within three days of receipt of the notification of the Director’s declaration. The Chair of the Board Health and Human Services, the Animal

|  |       |  |
|--|-------|--|
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Control Director, the County Attorney and the complainant, if the complainant is a private citizen, shall receive copies of the notification.

4. In the event there is an appeal filed within the timeframe set forth above, the Chair of the Board of Health and Human Services shall nominate 3 members to form a Dangerous Dog Appeals Board and convene a hearing within ten days of receipt of the appeal.

**B. THE HEARING:**

1. Law Enforcement – shall be present at the hearing.
2. Convening – The Chair of the Dangerous Dog Appeals Board shall convene the hearing, introduce board members and give brief opening remarks.
3. Statement of the Case - The Chair will provide a statement of the case coming before the Board and verify that the parties to the action are present.
4. Statement of Rules – The Chair will give an explanation of the rules that will govern the proceeding. Parties may pose questions as to procedural matters prior to the presentation of their cases.
5. Swearing of Witnesses – Witnesses who plan to give testimony shall be sworn prior to speaking.
6. Presentation of Case – Each party may present its case when recognized by the Chair. Parties may present witnesses as part of their case. Any questioning on direct and cross-examination shall be relevant to and confined to the facts of the case being presented. Documentary evidence may also be presented. The Board has the right to discard any information/evidence that it deems irrelevant to the case.
7. Concluding Remarks – At the conclusion of the presentation of the parties’ cases, each party may provide brief concluding remarks.
8. Determination by the Board – At the conclusion of the proceeding, the Board shall retire to deliberate in closed session. The Board’s decision shall be communicated verbally and then in writing to all parties. The verbal and written communication shall inform the owner of the “potentially dangerous” dog of its right to appeal under Dare County Ordinance 91.030.

REFERENCES

- 
- NCGS 67-4.1
  - Dare County Ordinance 91.030

|  |       |  |
|--|-------|--|
| Dare County Department of Health & Human Services – Public Health Division | Title | Potentially Dangerous Dogs Appeals Board Rules of Proceeding |
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Record of Review

| Initial Approval | Reviewed  | Revised   |
|------------------|-----------|-----------|
| 6/16/2015        |           | 4/26/2016 |
| [REDACTED]       | 6/21/2016 |           |
| [REDACTED]       | 6/20/2017 |           |
| [REDACTED]       | 6/19/2018 |           |
| [REDACTED]       | 5/28/2019 |           |
| [REDACTED]       | 8/25/2020 |           |



Proposed change to Dare County Ordinance 91.030 – Dangerous or Potentially Dangerous Dogs

I would like to propose amending the current ordinance to clarify the authority of the Health Director and the authority of the Dangerous Animal Appeals' Board, in the event of an appeal.

*D. Within 3 days of receipt of notice of the Health Director's determination that an animal is dangerous or potentially dangerous, the owner may appeal the determination to the Dare County Dangerous Animal Appeal Board. In the event written notice of appeal is not received within the times prescribed herein, the determination of the Health Director shall be final. Upon a timely appeal, the Dare County Dangerous Animal Appeal Board shall convene within 10 days and conduct a hearing (to determine whether the determination of the Health Director is affirmed). The Dangerous Animal Appeal Board may approve, revoke or revise the level of danger as determined by the Health Director. The hearing shall be conducted pursuant to the procedures adopted by the Dare County Dangerous Animal Appeal Board. The final decision of the Dare County Dangerous Animal Appeal Board may be appealed to the superior court by filing notice of appeal and a petition for review within 10 days of the final decision of the appellate Board and shall be heard de novo before a superior court judge sitting in Dare County. In the event that the notice of appeal and petition for review are not timely filed, the decision of the Dare County Dangerous Animal Appeal Board shall be final*

The Following paragraph be added to (F) Final Determination that an Animal is Dangerous or Potentially Dangerous

(F)

*(4) Non Compliance of Regulations Set by Health Director. If, at any time, it comes to the attention of the Health Director that the regulations imposed are not being properly maintained, then the owner shall be instructed to surrender the dog to Animal Control for adoption, placement in a dog refuge or disposition in accordance with Dare County Animal Control Policies and Procedures*