

**Davidson County Board of Health
Minutes
Regular Meeting of the Board of Health
Health Department Boardroom
June 2, 2026**

Board of Health Present

Chair Terry Ellington
Commissioner Tripp Kester
Ms. Datra Delk-Patrick
Mr. Justin Nifong
Dr. Christian Brandyberry
Mr. Joseph Thomas
Ms. Christal Yates
Dr. Andrew King

Staff Present

Ms. Lillian Koontz
Ms. Janna Walker
Ms. Corinne Bates
Ms. Stacy Hull
Mr. Randy Swicegood
Ms. Mary Lou Collett
Ms. Michelle Allen
Ms. Crystal Swink
Ms. Belinda Wilson

Visitors Present

Mr. Adam Jones, County
Attorney
Mr. Ryan Hargrave, County
Attorney

- I. **Welcome, Introductions, Announcements** – Chair Terry Ellington
Chair Ellington called the meeting to order at 3:00pm and welcomed everyone to the meeting.
- II. **Agenda – Discussion and Amendments** – Chair Terry Ellington
There were no amendments or discussion. Commissioner Tripp Kester made a motion to accept the agenda, and Ms. Datra Delk-Patrick seconded the motion. The motion was approved without dissent.
- III. **Public Comment**
None
- IV. **Consent Agenda** – Chair Terry Ellington
The consent agenda which was part of the meeting packet was presented and included the April 14, 2026, meeting minutes, and the financial report as presented. Dr. Christian Brandyberry made a motion to accept the consent agenda, and Dr. Andrew King seconded the motion. The motion was approved without dissent.
- V. **Commissioner's Report**
None
- VI. **Health Director's Report (Including Program Reports)** – Ms. Lillian Koontz
Ms. Koontz shared the following highlights from the health director's report and program reports: There are big changes in the county government. Mr. Tim Maness has accepted the assistant county manager role. He has been with the county about twenty years and was previously the budget officer. They have not yet filled the budget officer position. Mr. Casey Smith, our county manager, has submitted his resignation and will be leaving mid-July. We will have an interim county manager until the new Davidson County Board of Commissioners is set, and then they will begin seeking candidates for the manager position.

School is out for the summer, and we have said goodbye to most of our school nurses for the summer break.

We are recruiting a PHN 1 for the clinic. A new nutritionist will be starting at the end of June, so now we are only recruiting one nutritionist. The care management team will also have a new person starting at the end of June, and we are still recruiting one other person for this team. We are holding on the health educator position, but it will be posted very soon. Our business office will also start posting positions very soon. We are holding on school health. We have a vacant school nurse position, and there is also a new school nurse position in the new budget. After speaking with Ms. Mary Lou Collett, nursing director, and Ms. Kristen Beanblossom, school nursing supervisor, we decided to hold off until after July 1 and recruit for both school nursing positions at the same time. So, after July 1, we will be recruiting for two PHN IIs for school health. One position will be a temporary position with the short term funding we have, and the other one will be a full time position that was put into the budget this year.

We had significant savings in the budget this year due to staff vacancies. While this is great news, it is a lot of hard work trying to fill in the gaps due to vacant positions. We are hopeful that with the new budget year, we will be able to get those positions filled. After July 1, we will report back to you all with a final figure on the end of year savings, once the books are closed for FY 2025-2026.

Some time ago in a previous BOH meeting, we discussed the possibility of the health department not doing rabies clinics due to the cost and low participation. You were in agreement that you did not think that people would be up in arms if we did not do a rabies clinic. Most other counties are supporting advertisement for rabies vaccine clinics that their animal shelters are doing. Last weekend the Davidson County Animal Shelter did a vaccine and microchip event. Ms. Janna Walker, health promotions director, shared this on social media. We will continue to monitor the situation to ensure that residents are still able to get rabies vaccines and if there becomes a need for us to host a rabies clinic. So, if you as BOH members here anything about folks having issues getting access to rabies vaccines, please let me know, and we can revisit this. However, this was a significant cost savings for the health department to not do the clinic. Dr. King asked if the cost associated with the clinic is the purchase of the vaccines ahead of time. Ms. Koontz replied that the main cost of the clinic is paying our staff to work the clinic. It is overtime for the staff which would be time and a half for the hours they work in the clinic. It is a significant cost for the health department to do a rabies clinic.

Ms. Stacy Hull, environmental health (EH) food and lodging director, and her team did great this pool season. They had a couple of very busy days right before Memorial Day. All the pools that needed to be opened were opened.

All of the staff on the EH onsite water protection (OSWP) team have completed the FAA portion of 107 training for drones. We are excited that soon all the staff members will be able to use drones and will be able to include the drone photos with septic applications and permits. This is a really nice feature to have. Chair Ellington asked if getting a drone license was difficult. Mr. Randy Swicegood, OSWP director, responded that as of now to get the part 107 license you just need to take the test. You do not need to complete any training. We chose to participate in an emergency management type training, so it did not cost us anything to send staff for the training other than the travel. Chair Ellington asked if there were different types of licenses depending on the size of the drones. Mr. Swicegood responded that yes there is. Currently, if the drone is under 55 pounds you can operate it without a waiver. To fly bigger drones, there are more requirements to be completed.

We are coming up on accreditation. All the documents must be submitted to the accreditation team by the end of the month. After submission, they will let us know if any documents are missing, and we will be given a couple of weeks to get those submitted. We are incredibly busy right now making sure we have all our i's dotted and t's crossed. This is very important, since our funding is dependent on our accreditation.

We were given a deadline to be compliant with the American with Disabilities Act (ADA) on all our patient portals and websites. The required changes are for patients who have more difficulty in reading. We worked hard with our electronic medical records (EMRs) to make sure our patient portals were ADA compliant, since the deadline was soon. All the changes to our EMR's have been completed, and we have reached out to IT to make the changes on our website. The date for compliance has now been pushed out two years.

This year we used a new way to advertise our WIC department. It is a requirement of our agreement addendum (AA) that we must do at least one advertisement each year. This year Ms. Walker and Ms. Michelle Allen, WIC director, worked together to advertise on Facebook. Ms. Walker was able to see how many connections we had, and the WIC team was able to determine the number of folks who came in based on seeing the advertisement. Ms. Koontz asked Ms. Allen and Ms. Walker if they would like to share the outcome of advertising on Facebook. Ms. Allen shared that WIC saw an increase in initial certifications (first-time clients) which was really great, and Ms. Walker was able to see exactly how many people had seen the ad and then visited our web page. The biggest takeaway is that we had a lot of new clients and pregnant moms who seemed to not know they were eligible for WIC. We saw a significant increase in participation from this ad. Ms. Walker also shared that it was much easier to advertise on Facebook, and there is more visibility on Facebook.

Last week Ms. Allen attended the National WIC Association Annual Education & Training Conference in Texas where she did a presentation about our Baby Café partnership and the great work that is being done. I have heard from other health directors in North Carolina and from the state about how wonderful our program is in Davidson County. We are seeing an increased utilization of breastfeeding which is so important.

We purchased two new Colorado trucks for the OSWP team which replaced two very old vehicles.

Ms. Koontz asked if anyone had any questions. Chair Ellington asked what the most failed item is for pool inspections. Ms. Hull replied that it is usually phones that fail a pool inspection. Something may go wrong with the phone, or they don't want to pay for phone service while it is not pool season. Usually for whatever reason, that is what fails them the most.

VII. Old Business

a. FY 26-27 Budget – Ms. Corinne Bates

Ms. Corinne Bates, business officer, shared that we are at the middle point of the budget process, and the new budget will start July 1. The budget has been presented to the BOH, and the public hearing was announced where folks could come and make comments about what has been presented. The commissioners will have a budget work session at their next meeting which is Thursday. We are looking forward to July 1 to see what we will be working with for the next year.

VIII. New Business

a. Meeting Structure, Procedures – Chair Terry Ellington

Chair Ellington shared that in a previous meeting, BOH members were asked for suggestions for topics for future agendas. No suggestions were received, but Chair Ellington shared his suggestion of adding the pledge of allegiance and a brief prayer to bless the meeting. He wanted to bring up the topic for discussion to see if there would be any interest in doing this. If there is interest, we can bring it to the next meeting for a vote. Commissioner Kester expressed his interest. If the BOH decides to add this, we would also need a flag, and we would need to find out the cost. Ms. Koontz replied that for an NC and US flag with stands, it would be under \$300.00 which includes shipping. Chair Ellington asked where the funds would come from, and Ms. Koontz responded that the funds would come from our supply line. Chair Ellington

asked everyone to think about it, and the BOH will have a discussion and a motion at the next meeting.

b. Program Spotlight: Community Health – Ms. Crystal Swink

Ms. Koontz introduced Ms. Crystal Swink, maternal/child health supervisor. Ms. Swink is here to talk about our community health program. She is bringing to life a vision that Ms. Collett has had for a long time. Ms. Koontz stated that she and Ms. Collett have discussed how the team can do more impactful work for our community in a less traditional way. The way we have done this is with an innovative leader like Ms. Swink who is not only leading and molding staff members but is doing the work herself.

Ms. Swink shared that she is the supervisor for the community health team which includes Ms. Lesly Diaz, public health planner, and two community health social workers, Ms. Sherrilynn Little and Ms. Tina Cole. Ms. Swink also supervises the care management team as well. The goal of the community health team is to educate and connect with the entire community by sharing nursing and general knowledge, finding out what the needs are in the community, doing health education programs, and offering supportive services. We are also branching out into doing wellness workshops. We want to empower residents to make informed decisions about their health care and their overall health. Ms. Swink shared the following services provided by her team and how these services are provided: health and chronic disease education presentations which are tailored to meet the unique needs of the audience being presented to; wellness presentations which are focused on all aspects of health that contribute to overall well-being; community case management within the clinic to identify clients' unique needs and to connect them with appropriate resources; and Triple P (Positive Parenting and Prevention) parenting classes that are geared to meet the different needs that parents have depending on the age of their children. We also work with Davidson County Foster Care and CPS by offering classes as part of a family's plan to bring their family back together. These classes are assigned, and they give parents positive ways and skills to deal with their children. These classes are very beneficial to parents who are currently working with foster care. Other services offered are comprehensive car seat checks by appointment, postpartum and newborn home visits, and medication administration training. We also attend outreach events with our focus on building and strengthening connections, supporting the community, and educating the community on DCHD services.

c. Local Board of Health Rules – Ms. Lillian Koontz

Ms. Koontz reminded the BOH that they are a local rule making authority, and the BOH oversees three sets of rules in Davidson County. The mobile home park rules, effective October 1, 2004, rules for the control of rabies in Davidson County, amended November 1, 2016, and recreational water facilities rules, effective January 1, 2019. The mobile home park rules are needed often, and these rules are over twenty years old. Ms. Koontz shared that they need to be updated and she and Mr. Swicegood are going to undertake this project. There will be significant changes, and once the changes are made, we will bring the rules before the BOH for review. She also stated that a public hearing will probably be required due to significant changes. Mr. Adam Jones, County Attorney, stated that he thought that was correct. Mr. Jones stated that it will be some time before the draft is finalized. We will have time to make sure we follow all the requirements of the statutes when it comes time to finalize and adopt the changes. Ms. Koontz shared that the goal was to have all the changes done by December for the BOH to review. The rabies rules and recreational water facilities rules are in good shape, and they do not need any major revisions. Chair Ellington asked Ms. Koontz if she could share the biggest change that is needed to the rules. Ms. Koontz shared that part of the biggest problem is the words in the rules. There are too many words in a lot of places, and it just needs to be trimmed down. Mr. Swicegood also shared that he deals with a lot of expansion requests for parks that were set up in the eighties or nineties. The owners may have had plans to expand in the future; however, they are just now getting around to it more than twenty years later.

Current planning and zoning rules may not allow them to do what they initially wanted to do. If the expansion wasn't planned when the park was originally set up, there is no documentation of what the owner originally wanted, and then they run into challenges regarding the changes they want to make. Mr. Swicegood also stated that currently there are two hundred and sixty mobile parks that his team is responsible for monitoring and inspecting annually. We have run into a few legal issues dealing with revocation of the permit and what that looks like. Mr. Swicegood shared that there is some language in the rules that need to be more concise and clearer on how to move forward on certain items. Mr. Justin Nifong stated that he understood that we are trying to get the parks off wells. He asked Mr. Swicegood if that was in the local rules. Mr. Swicegood responded that the mobile home parks don't have to be off a well, but if they are on a well, we want to sample it. We want to make sure the people in the mobile home park are provided with adequate water as well as sewage. If the owner cannot provide adequate water, we require them to connect to public water. Fortunately, most of the mobile home parks have public water. We have very few parks that are on wells. Mr. Nifong asked if a wastewater failure occurred at a park, would the repair permit go through the normal process or would it be more involved. Mr. Swicegood stated that at a mobile home park there is a potential for mass system failure, since the older parks have several mobile homes on one system. You are also dealing with a landlord tenant situation. The tenant is angry, because the landlord is not fixing the problem. A lot of these places are low income, and folks are afraid to say something to the landlord fearing they could be removed from the home. However, it does go through the same process for repairs. The application comes in, and we issue a permit. Mr. Nifong asked Mr. Swicegood if he had good records on the mobile home parks or do some of them predate records being kept. Mr. Swicegood replied that the park files are good considering that he would rather have a hand drawing on a napkin rather than no drawing at all. As we are monitoring and doing inspections, we can collect a lot of good data. Also, some things are done without permits, so we find out about it as we go. All in all though, the records we have are pretty good.

d. Infant Mortality Rates in NC – Ms. Lillian Koontz

Ms. Koontz shared that new data from 2024 shows an all-time low infant mortality rate in North Carolina. We have an impact on this rate through WIC, care management, and family planning. While the overall rates have improved, which is great news, we continue to see a disparity between minority populations with an early loss of life for their children. We will continue to work on this through public health. Ms. Koontz stated that she is very proud of the work being done here in Davidson County to improve the lifelong success for infants.

e. Annual Training Topic – Chair Terry Ellington

Chair Ellington reviewed the various topics we have done for annual training over the past several years. He shared that the BOH needs to decide what the training topic will be for 2026. A slide showing several ideas for topics was presented. Ms. Koontz gave a brief review of the different topics the BOH could select for the annual training. Chair Ellington stated that he would be interested in the topic of workforce sustainability. Mr. Nifong stated that the BOH has talked about workforce sustainability a lot in the past several years. He would be more interested in the topic of a decentralized public health system. He felt that it might potentially give us exposure as to what other departments are doing, which might feed into the topic of workforce sustainability. Dr. Andrew King added that being a new member to the BOH, he is most interested in the topic of a decentralized public health system. Chair Ellington asked if anyone had any other topics that they are interested in other than what has been presented. More interest was expressed in the decentralized public health system topic. Chair Ellington asked Ms. Koontz if we were unique as a county in being a decentralized public health system. Ms. Koontz replied that North Carolina is somewhat unique in the United States, but Davidson County is not unique in North Carolina. All the counties in North Carolina are decentralized. Chair Ellington shared that since a lot of interest had been expressed in the topic of a decentralized public health system and there were no other suggestions, the BOH could

decide today on a topic. Ms. Koontz stated that Chair Ellington would need to request a motion to approve the topic. At the next meeting, she will bring a couple of options for the BOH to choose from on how they wanted the training to proceed. Chair Ellington requested a motion to approve the decentralized public health system topic for the annual training. Ms. Delk-Patrick made a motion to approve the decentralized public health system topic for the annual BOH training. Commissioner Kester seconded the motion. The motion was approved without dissent.

Chair Ellington announced the next meeting would be on August 4, 2026.

IX. Adjournment

Commissioner Kester made a **motion** to adjourn. Dr. Brandyberry seconded the motion. The motion carried without dissent.

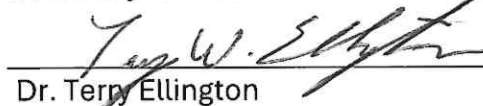
This meeting was recorded and is available for viewing in its entirety on the Health Department website at <https://www.co.davidson.nc.us/AgendaCenter/Board-of-Health>. These minutes reflect actions and an overview of conversation during the meeting. The presentation slides from the meeting are also attached to these minutes.

This is a true and accurate copy of the June 2, 2026 Board of Health Minutes.

Respectfully submitted,



Ms. Lillian Koontz, MPA, REHS
Secretary to the Board



Dr. Terry Ellington
Chair to the Board

Davidson County Board of Health

June 2, 2026



Consent Agenda

- Minutes
 - Meeting, April 14, 2026
- Financial Report

Health Director's Report: State of the Agency

Open Positions, Recruiting

- Clinic: PHN I
- WIC: Nutritionist II (1)
- Care Management SW II (1)

Open Positions, Holding

- Health Promotions: Health Educator
- Business Office: Office Support Supervisor, Billing Supervisor, Office Support III
- School Health: PHN II

NEWS

- Tim Maness has accepted the Assistant County Manager role
- Casey Smith has submitted his resignation, effective mid-July
- School's out for Summer! Wishing our school nurses a wonderful summer break
- Significant savings in the budget this year (vacancies)

Program Reports

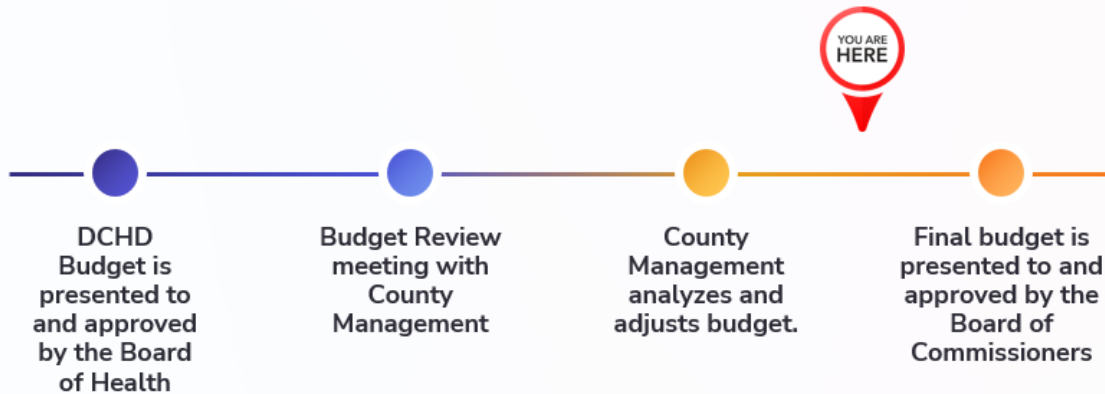
- Supported/advertised May rabies clinic for the Shelter
- Accreditation documents are due at the end of the month
- Finished up pool season with a very busy couple of days
- New ADA compliant patient portal
- All OSWP have completed the FAA portion of 107 training for the drones
- Utilization of social media to meet requirements for WIC



News in Pictures

- New trucks for EH from PBB funding
- Michelle Allen representing Davidson County WIC

FY27 Budget Update





The Community Health Team at Davidson County Health Department plays a pivotal role in elevating the health and wellness of the community. By fostering a holistic approach, the team engages in a variety of initiatives aimed at addressing the unique health needs of the population. These efforts include health education programs, supportive services, and wellness workshops that empower residents to make informed decisions about their health. The team collaborates with local organizations to ensure resources are accessible and tailored to the community's diverse demographic. Through these comprehensive strategies, the Community Health Team not only addresses immediate health concerns but also works towards sustainable, long-term improvements in public health outcomes.



Community Health Team

Members:

- Crystal Swink, RN: Community Health Supervisor
- Lesly Diaz-Vital: Public Health Planner
- Sherrilynn Little: Community Health Social Worker
- Tina Coltrane: Community Health Social Worker



Services Provided:

- Health Education Presentations
- Chronic Disease Education and Prevention
- Wellness Presentations
- Inform Community of services provided at DCHD
- Community Case Management
- Triple P Parenting Classes
- Postpartum and Newborn Home Visits
- Car Seat Safety
- Tobacco and Vaping Education
- Safe Sleep Education for Children 0-12 months
- Medication Administration Training
- Participation in Community Health Fairs and Events



Health and Chronic Disease Education Presentations



The Community Health team offers a variety of health education presentations, each tailored to meet the unique needs of different audiences. These presentations cover a wide range of topics, including nutrition, mental health, chronic disease management, and preventive care.

Audiences Served Currently (*upcoming partnerships in italics*):

- Tom A. Finch YMCA- Active Adult
- J. Smith Young YMCA- *Active Adult, Preschool Program, Summer Camp*
- Davidson County Senior Services- Nutrition Sites in Denton, Thomasville, Lexington, Southmont, and Welcome
- RHA- Early Recovery
- *First Hope Ministries- General Population*
- *Cancer Services- Support Group*

Wellness Presentations

The Community Health Team plays a crucial role in promoting wellness by adopting a holistic approach to health care. This approach considers not just the physical aspects of health, but also the mental, emotional, and social factors that contribute to overall well-being. By integrating mindfulness practices into their programs, the Community Health Team can empower individuals to take charge of their health and make informed decisions that lead to a balanced and fulfilling life.

Audiences Currently Served:

- RHA
- Davidson County Senior Services
- Bridges through The ARC of Davidson County
- Coming soon: J. Smith Young YMCA- Summer Camp and Kids Business



Community Case Management

Community case management caters to individuals of all ages by identifying their unique needs and connecting them with appropriate resources.

This service plays a crucial role in ensuring that community members receive tailored support, whether it be healthcare, supportive services, social services, or educational opportunities. Case managers act as advocates, assessing individual situations and providing needed resources and support. Follow up plans are made with the individual to ensure they are linked to the needed resources.

A sample of assessment questions that are asked to determine each individual's needs:

- Have they applied for Medicaid?
- Chronic Health Conditions
- Tobacco Use
- Substance Use
- Violence or Sexual Abuse
- Behavioral Health Conditions
- Food Insecurity
- Housing
- Transportation
- Legal Concerns
- Dental Needs
- Vision Needs
- Employment Needs
- Care Management Needs
- Parenting Needs
- Veteran status
- Pregnancy

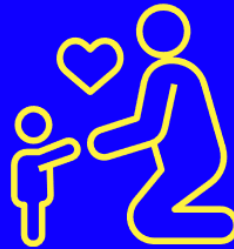


Triple P Parenting Classes

The Community Health Team currently has two accredited Triple P providers

DCHD provides a variety of Triple P Parenting Classes including:

- Triple P Seminar for Children - for parents with children 0-12 years old
- Triple P Seminar for Teens- for parents with children 13-17 years old
- Triple P for Baby- for new or expectant moms
- Individual Sessions- for parents with specific concerns
- Discussion Groups- for common parenting problems



Car Passenger Safety through Safe Kids NC

Lesly Diaz-Vital is a certified CPS (Child Passenger Safety) technician for Davidson County. She has the ability to complete a comprehensive car seat check by appointment for Davidson County residents.



Every car seat check includes:

- Checking for recalls, expiration dates, and damage
- Educating parents on the appropriate car seat based on child's height, weight (age can vary, depending on their growth)
- Providing tips on best practices for car seat safety



Postpartum and Newborn Home

Visits

Postpartum and Newborn Home Visits are offered to Davidson County Residents with active Medicaid. Crystal Swink, RN provides these comprehensive visits to any mom or baby in need of extra support.

Included in these visits are:

- Comprehensive assessment of prenatal history, intrapartum history, postpartum status, depression screening, infant feeding, routine infant care and caregiver skills, parenting, home and social environment, nutrition, family relationships, and contraception
- Education provided on routine infant care, home safety, car seat safety, safe sleep, and parenting, postpartum depression, and contraception
- Resources, referrals, and coordination of care
- Additional follow up as needed



Medication Administration Training

This training is provided to local community agencies that employ unlicensed assistive personnel that provide medications. This training is taught by Crystal Swink, RN on an as needed basis and focuses on:

- Legal responsibilities of medication administration and policy compliance
- The six rights of medication administration and detailed instruction on each of these rights
- Accurate and precise documentation
- Infection prevention
- Fostering independence and protecting privacy



Outreach Events:

The Community Health Team collaborates with local agencies, schools, churches, and other community partners by offering attendance at local outreach events that support Davidson County Residents

During these events our team focuses on:

- Building and strengthening connections
- Supporting the community
- Educating the community on DCHD services



Davidson County BOH Rules

Mobile Home Park Rules

- Effective October 1, 2004

Rules for the Control of Rabies in Davidson County

- Amended November 1, 2016

Recreational Water Facilities Rules

- Effective January 1, 2019

Utilization



Mobile Home Park rules are often referenced in conjunction with other department violations. Mobile Home Park inspections occur once a year.



Rabies rules follow NC General Statutes and the NASPHV Rabies Compendium.



Recreational Water Facilities rules include monitoring for water quality and appropriate signage.

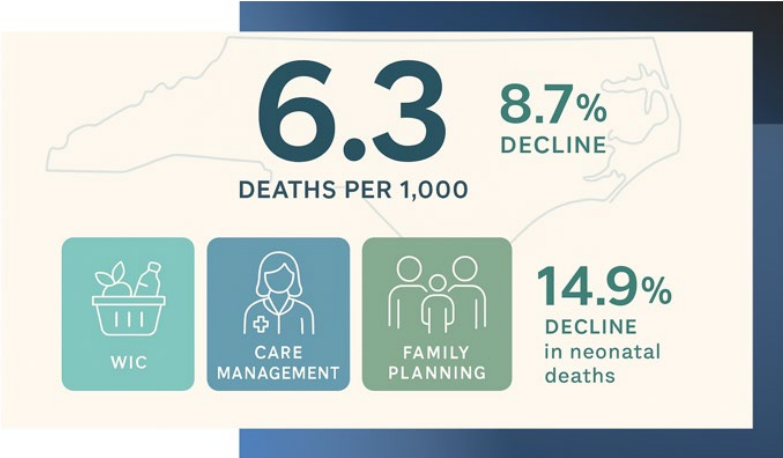
Future State

Update the
Manufactured Home
Park Rules

Continue to review the
others



New Data Shows All-Time-Low Infant Mortality in NC



BOH Training Over the Years



Ideas for this Year

- 

Workforce Sustainability
- 

NC a Decentralized Public Health System
- 

NC General Statute, NC Administrative Code, and Rules, What is the Difference?
- 

Public Records, FOIA records, and non-public records
- 

Others?