



**REGULAR SESSION MINUTES OF THE
PAMLICO COUNTY BOARD OF COMMISSIONERS
MONDAY, FEBRUARY 17, 2025**

The Pamlico County Board of Commissioners met in regular session on Monday, February 17, 2025, at 7:00pm in the Patsy H. Sadler room of the Pamlico County Courthouse. Commissioners Candy Bohmert, Doug Brinson, Kari Forrest, Ken Heath, Thomas Mills, Carl Ollison, and Ed Riggs were present. Also present were County Attorney Dave Baxter, County Manager Mark Brewington, and Clerk to the Board Tracy Boyd. Finance Officer Bill Fentress was not present.

Chairman Riggs called the meeting to order and led the assemblage in the Pledge of Allegiance.

Chairman Riggs asked if there were any additions and/or deletions to the agenda; Commissioner Bohmert made a motion, seconded by Commissioner Forrest, and unanimously approved to add the following to delete Reclassification from Pamlico County Health Department Board Agenda and to approve proposed agenda for February 17, 2025.

BE IT RESOLVED, the Proposed Commissioner's Meeting Agenda for February 17, 2025, is hereby approved as amended.

Chairman Riggs asked if there were any corrections, additions, and/or deletions to the February 3, 2025, Regular Session Minutes. Chairman Riggs ask to correct the voting to go into Closed Session: Attorney/Client Privileges. On a motion made by Commissioner Bohmert and seconded by Commissioner Forrest, the following resolution was unanimously approved.

BE IT RESOLVED, the February 3, 2025, Regular Session Minutes are hereby approved as amended, and the Chairman's signature is authorized thereon.

Chairman Riggs invited Sidney Phibbons and Katherine Clowers from Pamlico County Library to present an update on the new library. [1. 24-25-145] [Attachment 1:]

The Board then turned their attention to the Consent Agenda.

On a motion made by Commissioner Mills and seconded by Commissioner Bohmert, the following resolutions were unanimously approved.

BE IT RESOLVED, the following FY24-25 Budget Amendment(s) are hereby approved.
[24-25-146]

Department: Register of Deeds

#25-089

FISCAL YEAR 2024-2025

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT (-) DECREASED
104180-535200	M&R Equipment		\$ 500.00
104180-531000	Travel	\$ 500.00	

Reason for Budget revision: In February 2025, there will be an Analytical Ethics in Public Administration class offered by the NC Association of Registers of Deeds and the UNC School of Government at Wayne Community College in Goldsboro. I would like to attend along with my assistant, Angela Rowe. There will not be enough funds in my travel budget to cover this educational opportunity because the NCARD Legislative conference will be held in March in Raleigh, and 2 NCARD district workshops will be held in April and May. I need this additional funding to cover the cost of all this.

Department: Health

#25-090

FISCAL YEAR 2024-2025

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT (-) DECREASED
105132-512100	Salaries & Wages		\$ 15,000.00
105132-519900	Contracted Services	\$ 15,000.00	

Reason for Budget revision: Move funds for program needed supplies.

Department: Health

#25-091

FISCAL YEAR 2024-2025

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT (-) DECREASED
105110-512100	Salaries & Wages		\$ 50,000.00
105110-519900	Contracted Services		\$ 5,700.00
105180-525100	Auto Supply		\$ 1,000.00
105180-529000 MAJ	Departmental Supplies		\$ 800.00
105180-529005	Safety Supply & Equipment		\$ 200.00
105180-532001	Postage		\$ 100.00
105180-538100	Programming		\$ 1,000.00
105180-512100	Salaries & Wages	\$ 50,000.00	
105180-518100	FICA	\$ 3,000.00	
105180-518200	Retirement	\$ 5,000.00	
105180-518210	401K ER	\$ 800.00	
105182-512100	Salaries & Wages		\$ 2,000.00
105182-518200	Retirement		\$ 70.00
105182-518210	401K ER		\$ 10.00
105182-518300	Group Insurance		\$ 50.00
105182-525100	Auto Supplies		\$ 250.00
105182-512600	Salaries & Wages P/T	\$ 550.00	
105182-529000	Departmental Supplies	\$ 1,830.00	

Reason for Budget revision: Move funds where there are shortfalls.

Department: Health

#25-092

FISCAL YEAR 2024-2025

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT (-) DECREASED
105190-519900	Contracted Services		\$ 1,700.00
105190-531000	Travel		\$ 300.00
105190-532001	Postage - HIV		\$ 75.00
105190-518200	Retirement Expense	\$ 1,000.00	
105190-518210	401K ER	\$ 75.00	
105190-518300	Group Insurance	\$ 1,000.00	
105110-512100	Salaries & Wages		\$ 4,938.25
105191-519900	Contracted Services		\$ 3,500.00
105191-525100	Auto Supplies		\$ 500.00
105191-529000	Departmental Supplies		\$ 348.57
105191-531000	Travel		\$ 1,000.00
105191-512100	Salaries & Wages	\$ 10,000.00	
105190-518300	Group Insurance	\$ 286.82	

Reason for Budget revision: Move funds where there are shortfalls.

Department: Health

#25-093

FISCAL YEAR 2024-2025

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT (-) DECREASED
105160-519900	Contracted Services		\$ 9,900.00
105160-512100	Salaries & Wages	\$ 7,000.00	
105160-518101	Medicare	\$ 300.00	
105160-518200	Retirement	\$ 600.00	
105160-518300	Insurance	\$ 2,000.00	
105159-523900	Medical Supply		\$ 300.00
105159-529000	Departmental Supplies		\$ 189.00
105159-531000	Travel		\$ 300.00
105159-532000	Telephone		\$ 11.00
105159-518101	Medicare	\$ 200.00	
105159-518210	401K	\$ 100.00	
105159-518300	Insurance	\$ 500.00	
105110-512600	Salaries & Wages		\$ 61,400.00
105110-512100	Salaries & Wages	\$ 59,500.00	
105110-518100	FICA	\$ 500.00	
105110-525100	Auto Supplies	\$ 700.00	
105110-532001	Postage	\$ 700.00	
105111-519900	Contracted Services		\$ 1,400.00
105111-512100	Salaries & Wages	\$ 1,400.00	

Reason for Budget revision: Move funds where there are shortfalls.

Department: Health

#25-094

FISCAL YEAR 2024-2025

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT (-) DECREASED
105113-531000	Travel		\$ 30.00
105113-529000	Departmental Supplies	\$ 30.00	
105117-518101	Medicare Expense		\$ 160.00
105117-518100	FICA Expense	\$ 160.00	
105124-518100	FICA Expense		\$ 650.00
105124-519900	Contracted Services		\$ 1,500.00
105124-531000	Travel		\$ 300.00
105124-518101	Medicare Expense	\$ 350.00	
105124-518210	401K ER	\$ 100.00	
105124-518300	Group Insurance	\$ 2000.00	
105127-518100	FICA Expense		\$ 1000.00
105127-518200	Retirement Expense		\$ 1050.00
105127-532001	Postage		\$ 200.00
105127-518101	Medicare Expense	\$ 250.00	
105127-518210	401K ER	\$ 200.00	
105127-518300	Group Insurance	\$ 1800.00	

Reason for Budget revision: Move funds where there are shortfalls.

Department: Health

#25-095

FISCAL YEAR 2024-2025

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT (-) DECREASED
105129-519900	Contracted Services		\$ 500.00
105129-531000	Travel		\$ 500.00
105129-532000	Telephone		\$ 50.00
105129-532001	Postage		\$ 900.00
105129-518101	Medicare Expense	\$ 300.00	
105129-518210	401K ER	\$ 150.00	
105129-518300	Group Insurance	\$ 1,500.00	
105110-512600	Salaries & Wages P/T		\$ 24,500.00
105110-518101	Medicare Expense		\$ 1000.00
105110-518200	Retirement Expense		\$ 6,750.00
105151-512100 OS	Salaries & Wages		\$ 2,500.00
105151-512100 PC	Salaries & Wages	\$ 24,500.00	
105151-518100 PC	FICA Expense	\$ 3,000.00	
105151-518100 OS	FICA Expense	\$ 500.00	
105151-518101 PC	Medicare Expense	\$ 500.00	
105151-518101 OS	Medicare Expense	\$ 100.00	
105151-518200 PC	Retirement Expense	\$ 3,000.00	
105151-518200 OS	Retirement Expense	\$ 1,500.00	
105151-518210 PC	401K ER	\$ 200.00	
105151-518210 OS	401K ER	\$ 50.00	
105151-518300 PC	Group Insurance	\$ 1,000.00	
105151-518300 OS	Group Insurance	\$ 400.00	

Reason for Budget revision: Move funds where there are shortfalls.Department: Health

#25-096

FISCAL YEAR 2024-2025

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT (-) DECREASED
105163-512100	Salaries & Wages		\$ 500.00
105163-518100	FICA Expense		\$ 433.00
105163-529000 MAJ	Departmental Supplies		\$ 150.00
105163-531000	Travel		\$ 200.00
105163-518101	Medicare Expense	\$ 200.00	
105163-518210	401K ER	\$ 60.00	
105163-518300	Group Insurance	\$ 1,000.00	
105163-529000	Departmental Supplies	\$ 23.00	
105164-519900	Contracted Services		\$ 8,950.00
105164-532001	Postage		\$ 150.00
105164-512100	Salaries & Wages	\$ 5,000.00	
105164-518200	Retirement Expense	\$ 2,000.00	
105164-518210	401K ER	\$ 100.00	
105164-518300	Group Insurance	\$ 2,000.00	
105165-531000	Travel		\$ 300.00
105165-518101	Medicare Expense	\$ 170.00	
105165-518210	401K ER	\$ 130.00	

Reason for Budget revision: Move funds where there are shortfalls.

Department: NBPSCF Grant

#25-097

FISCAL YEAR 2024-2025

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT (-) DECREASED
130226-435940	NBPSCF Grant	\$ 5,000,000.00	
135911-500000	Expenditure	\$ 5,000,000.00	

Reason for Budget revision: To recognize projected grant revenue for New School Project and increase expenditure line.

Department: Parks and Recreation

#25-098

FISCAL YEAR 2024-2025

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT (-) DECREASED
106120-535100	M&R Grounds		\$ 5,000.00
106120-555000	Capital Outlay	\$ 5,000.00	

Reason for Budget revision: Request to transfer funds for new trailer for grounds.

Department: Schools

#25-099

FISCAL YEAR 2024-2025

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT (-) DECREASED
100213-433285	Repairs/Renovation School	\$ 11,816.69	
105911-563250	Repairs/Renovations	\$ 11,816.69	

Reason for Budget revision: To recognize funds received from State for repairs/renovations for school and increase expenditure line.

Department: Animal Control

#25-100

FISCAL YEAR 2024-2025

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT (-) DECREASED
104380-539500	Training		\$ 1,500.00
104380-529000	Departmental Supplies	\$ 1,500.00	

Reason for Budget revision: Due to unseen requirements and expenses in this department. Animal Control will be running short in line-item, department supplies, 104380-529000.

FISCAL YEAR 2024-2025

ACCOUNT NUMBER	ACCOUNT DESCRIPTION	AMOUNT (+) INCREASED	AMOUNT (-) DECREASED
104310-535300	M&R Auto	\$ 25,615.21	
104310-519000	Professional Services		\$ 10,000.00
104310-535200	M&R Equipment		\$ 3,000.00
104310-539801	Controlled Substance Expenses		\$ 4,000.00
104310-555000	Capital Outlay		\$ 2,615.21
104310-521200	Uniforms		\$ 4,000.00
104320-533002	Natural Gas Propane		\$ 1,000.00
104320-521200	Uniforms		\$ 1,000.00

Reason for Budget revision: This request is being made to address the growing deficit in M&R Auto. Several vehicles require immediate repairs and routine maintenance, and we anticipate receiving invoices that will exceed the currently encumbered amounts. The additional funds will ensure that all necessary repairs are completed promptly, and that upcoming expenses are covered without disruption to operations.

BE IT RESOLVED, the request for approval of the Tax Office Board Releases is hereby approved, and the Chairman's signature is authorized thereon. [24-25-147]

BE IT RESOLVED, the request for approval for Reappoint Members (Missy Baskervill, Booker T. Jones, Derek Potter, Hiram Lupton, Mark Zettl, Josh Rose, John Barlow and Kathy Wall) to Board of Equalization and Review for a 1-year term, is hereby approved. [24-25-142]

BE IT RESOLVED, the request to approve reappointments of Al Spruill (District 2) and Chris Jones (District 5) to serve another term on the Pamlico County Agricultural Advisory Board, is hereby approved. [24-25-149]

BE IT RESOLVED, the request to approve to extend the Tabled BOC Boards & Committees Appointments, is hereby approved. [24-25-150]

BE IT RESOLVED, the request for approval/acceptance of the 2024 County Commissioners Annual Settlement Pay Request, is hereby approved. [24-25-151]

BE IT RESOLVED, the request from Pamlico Soil & Water Conservation for approval of employee Sabra Cahoon to receive a 5% pay increase of \$1,956.25 (Current Salary: \$39,125.00 and Total with increase \$41,081.25; monthly increase \$163.00) until position Cost Share Tech is filled, is hereby approved. [24-25-152]

BE IT RESOLVED, the request for approval of the North Carolina Amateur Sports Youth Association Grant in the amount of \$15,757.00, is hereby approved. [24-25-153]

The Board then turned their attention to the Correspondence Agenda.

On a motion made by Commissioner Bohmert and seconded by Commissioner Brinson, the following resolution was unanimously approved.

BE IT RESOLVED, the request for approval of Form of Agreement – FY2024-2025 Needs-Based Public School Capital Fund, is hereby approved. [24-25-154]

The Board discussed the Subrecipient Agreement and voiced their concerns with the Affordable

Housing Grant process, qualifications, finances, and future goals.

On a motion made by Commissioner Ollison and seconded by Commissioner Forrest, the following resolution was approved by a vote of 5:2 (Ayes: Commissioners Forrest, Riggs, Mills, Heath; Nays: Commissioner Bohmert and Brinson).

BE IT RESOLVED, the request for approval of Subrecipient Agreement Between The North Carolina Office of Recovery and Resiliency (NCORR) and Pamlico County, is hereby approved. [24-25-155]

The Board then considered the following health department agenda items as presented by Health Director Melanie Dixon and a quarterly update: [24-25-156]

- Health Department Updates
 - Environmental Health
 - Clinic
- Community Health Assessment (CHA) presentation
- Requests
 - Request for approval of Duke Telehealth Contract
 - Request for review and approval of the State of the County Health (SOTCH) report
 - Request for approval of additional new provider. An existing provider has requested to have her hours cut by 8 hours and we have found an interested party to work for 8 hours a week.
 - Request for approval of evaluation form for contract employees

On a motion made by Commissioner Heath and seconded by Commissioner Ollison, the following resolution was unanimously approved.

BE IT RESOLVED, the request for approval of Duke Telehealth Contract, is hereby approved.

On a motion made by Commissioner Ollison and seconded by Commissioner Bohmert, the following resolution was unanimously approved.

BE IT RESOLVED, the request for review and approval of the State of the County Health (SOTCH) report, is hereby approved.

On a motion made by Commissioner Brinson and seconded by Commissioner Bohmert, the following resolution was unanimously approved.

BE IT RESOLVED, the request for approval of additional new provider to work 8 hours a week, is hereby approved.

On a motion made by Commissioner Riggs and seconded by Commissioner Bohmert, the following resolution was unanimously approved.

BE IT RESOLVED, the request for approval of evaluation form for Contract Employees, is hereby approved.

There being no further business, on a motion made by Commissioner Mills and seconded by Commissioner Bohmert, the Board adjourned until next regular meeting on Monday, March 3, 2025, at 7:00pm. Time Recorded: 8:32pm.

Chairman

Clerk to the Board

Attachment 1: Pamlico County Library Presentation
Attachment 2: Health Department Update

| HNC 2030 Scorecard: Pamlico County 2021-2024 Cycle



Pamlico County Health Department is excited to share our Healthy NC 2030 Scorecard for Pamlico County. This scorecard supports the Community Health Improvement Plan (or CHIP), which guides the long-term, systematic efforts for addressing public health issues in Pamlico County based on the results from the Community Health Assessment (CHA). The scorecard outlines the efforts being made in Pamlico County to address three of the health priorities identified in the CHA:

- Behavioral Health
- Community Wellness
- Workforce Development

Results-Based Accountability

Results-Based Accountability (RBA) is a data-driven, disciplined way of thinking and acting to improve complex health issues. RBA drives this community health improvement plan. In the table below, the key components of RBA have been defined.

Instructions: For each priority you will see a result statement, state and local level indicators, programs, and performance measures. Click anywhere on the scorecard to learn more about the programs and initiatives taking place to improve health outcomes in Pamlico County. The icons below represent the main components of the scorecard.

Term	Definition	Icon
Results	Results are conditions of well-being we would like to see for Pamlico County	
Indicators	Indicators are measures that help quantify the achievement of the result	
Programs	Programs are programs, policies, activities or initiatives	
Performance Measures	Performance Measures are a measure of how the program is making an impact	

COMMUNITY HEALTH ASSESSMENTS

CA 2021 Pamlico County Community Health Assessment

Behavioral Health/Substance Abuse

	"All people in Pamlico County cope with the stresses of life, realize their abilities, learn well and work well, and contribute to their community."	Most Recent Period	Current Actual Value	Current Trend	Baseline % Change
	Excessive Drinking: Percent of adults (Total) Reporting Binge or Heavy Drinking in North Carolina	2021	16.7%	↗ 1	14% ↗
	Drug Overdose Death Rate in North Carolina: Drug Poisoning Deaths (Total) per 100,000 population	2022	42.1	↗ 4	205% ↗
	Percent of High School Youth Using Tobacco in North Carolina (Total)	2019	27.3%	↘ 1	-1% ↘
	Percent of Middle School Youth Using Tobacco in North Carolina (Total)	2019	10.4%	↘ 2	-10% ↘
	Pamlico County Poisoning Deaths	2021	85	↘ 1	255% ↗

	Tobacco/Vaping Cessation	Most Recent Period	Current Actual Value	Current Trend	Baseline % Change
	# of disciplinary infractions in Pamlico County Schools	2023	26	↘ 1	-54% ↘
	# of training sessions for Tobacco/Vaping Cessation	2024	0	→ 2	0% →
	# of health promotion/social media communications	2024	6	→ 0	0% →

Most Current Current Baseline %

P In-house Rapid and Chain of Custody Urine Drug Screenings		Recent Period	Actual Value	Trend	Change
PM	How much	# of in-house rapid urine drug testing	2024	1	↘ 1 0% →
PM	How much	# of chain of custody urine drug testing, random, pre-employment, suspicious	2024	44	↘ 1 -28% ↘
P Mental Health First Aid		Most Recent Period	Current Actual Value	Current Trend	Baseline % Change
PM	How much	# of participants for Mental Health First Aid	2024	8	→ 0 0% →
PM	How much	# of training sessions for Mental Health First Aid	2024	1	→ 0 0% →
P HOPE Clinic		Most Recent Period	Current Actual Value	Current Trend	Baseline % Change
PM	How much	# of participants for New Beginnings	2024	0	→ 0 0% →
PM	How much	# of meetings for New Beginnings	2024	0	→ 1 -100% ↘
PM	How much	# of Substance Use Disorder/Alcohol Counseling	2024	64	↘ 1 -26% ↘
PM	How much	# of Case Management Visits	2024	195	↗ 1 49% ↗

Community Wellness

R "All people in Pamlico County have access to comprehensive, high quality, affordable health insurance."		Most Recent Period	Current Actual Value	Current Trend	Baseline % Change
I	NCDPH - HNC2030	Uninsured: % of North Carolina population under age 65 without health insurance (Total) - SAHIE	2022	11.2%	↘ 3 -26% ↘
I	NCDPH - HNC2030	Infant mortality rate in North Carolina: Rate of Infant Deaths (Total) per 1,000 Live Births	2022	6.8	→ 1 -3% ↘
I	NCDPH - HNC2030	Life Expectancy (Total) in North Carolina: Average number of years of life remaining for people who have attained a given age.	2022	76.2	↗ 1 -2% ↘
I		Pamlico County Under 65 Without Health Insurance Total	2018	22	→ 0 0% →
I		Pamlico County Infant mortality rate Total	2021	23	↗ 1 6% ↗
I		Pamlico County Life Expectancy Total	2021	74	↘ 3 4% ↗
P New DSS CAP/Disabled Adults Nurse Assessments		Most Recent Period	Current Actual Value	Current Trend	Baseline % Change
PM	How much	# of clients/nurse assessments	2024	6	↘ 1 -33% ↘
P Mass Vaccination Clinics		Most Recent Period	Current Actual Value	Current Trend	Baseline % Change
PM	How much	# of mass vaccination clinics	2024	2	→ 1 100% ↗
PM	How much	# of mass vaccination participants	2024	44	↗ 2 300% ↗

P Child Fatality Prevention Team (CFPT)/Community Child Protective Team (CCPT)		Most Recent Period	Current Actual Value	Current Trend	Baseline % Change
	PM How much # of CFPT/CCPT meetings	2024	4	→ 1	33% ↗
	PM Annually # of CFPT events	2024	2	→ 1	100% ↗
P Child Passenger Safety Technician (Car Seats)		Most Recent Period	Current Actual Value	Current Trend	Baseline % Change
	PM How much # of car seat trainings	2024	3	↘ 1	-83% ↘
	PM How much # of car seat participants	2024	98	↗ 2	444% ↗
	PM How much # of car seats distributed	2024	111	↗ 2	517% ↗
P Breastfeeding Peer Coordinator		Most Recent Period	Current Actual Value	Current Trend	Baseline % Change
	PM How much # of Breastfeeding trainings	2024	5	↗ 2	150% ↗
	PM How much # of Breastfeeding participants	2024	23	↘ 1	109% ↗
	PM How much # of Breastfeeding Taskforce meetings	2024	10	↗ 1	900% ↗
P HOPE Clinic		Most Recent Period	Current Actual Value	Current Trend	Baseline % Change
	PM How much # of clients who are uninsured and served	2024	186	↘ 1	-36% ↘
	PM How much # of visits completed through mobile outreach	2024	397	↗ 1	132% ↗
P Community Health Awareness Activities		Most Recent Period	Current Actual Value	Current Trend	Baseline % Change
	PM How much # of participants for PrimeTime Health Expo	2024	45	↗ 1	50% ↗
	PM How much # of participants for Non-Profit Image Pamlico	2024	75	↗ 1	88% ↗
	PM How much # of participants for Duke MPACT (Mobile Prevention and Care Team)	2024	168	↗ 1	32% ↗
	PM How much # of participants for Croaker Festival Outreach Booth	2024	0	↘ 1	-100% ↘
	PM How much # of participants for Pamlico Partnership for Children Family Fun Day	2024	500	→ 1	-1% ↘
	PM How much # of participants for Pamlico County Hurricane Preparedness Expo	2024	0	↘ 1	-100% ↘
	PM How much # of participants for Broad Creek Christian Church Backpack Event	2024	100	→ 0	0% →
	PM How much # of participants for HOPE Clinic and ECU Mobile Nutrition Event	2024	35	→ 0	0% →
	PM How much # of participants for Prevent Blindness of NC School Age Vision Screenings	2024	62	→ 0	0% →
	PM How much # of participants for Mobile Mammogram Event	2024	0	→ 0	0% →
	PM How much # of participants for Pamlico Partnership for Children Car Seat and Child Safety Event	2024	35	→ 0	0% →
	PM How much # participants for YMCA Pamlico Presents for Kids	2024	80	→ 0	0% →

P	How much	Pamlico County Food Safety Advisory Council	Most Recent Period	Current Actual Value	Current Trend	Baseline % Change
			2024	21	↗ 1	24% ↗
			2024	2	↘ 1	100% ↗
P	How much	Mosquito/Vector Control	Most Recent Period	Current Actual Value	Current Trend	Baseline % Change
			2024	5	↗ 1	400% ↗
			2024	5	↗ 1	400% ↗
			2024	10	↗ 1	-60% ↘
			2024	25	→ 0	0% →
P	How much	Rabies/MicroChip Clinic	Most Recent Period	Current Actual Value	Current Trend	Baseline % Change
			2024	87	↘ 1	-14% ↘
			2024	0	↘ 1	0% →
			2024	0	→ 1	-100% ↘
			2024	0	↘ 1	-100% ↘
			2024	3	↗ 1	50% ↗
			2024	15	→ 0	0% →
P	How much	Onsite and Water Sampling Activities	Most Recent Period	Current Actual Value	Current Trend	Baseline % Change
			2024	13	↗ 1	18% ↗
			2024	12	↗ 1	9% ↗
			2024	36	→ 0	0% →
			2024	126	→ 0	0% →
			2024	56	→ 0	0% →
			2024	14	→ 0	0% →
			2024	19	→ 0	0% →
			2024	14	→ 0	0% →
P	How much	Child Health Pre-Participation Exams	Most Recent Period	Current Actual Value	Current Trend	Baseline % Change
			2024	32	↗ 1	300% ↗
P	How much	Primary Care	Most Recent Period	Current Actual Value	Current Trend	Baseline % Change

PM # of participants receiving Primary Care services at PCHD

2024 28 → 0 0% →

P **Telehealth Services**

Most Recent Period Current Actual Value Current Trend Baseline % Change

PM # of participants receiving telehealth services at PCHD

2024 0 → 0 0% →

P **Veterans' Health**

Most Recent Period Current Actual Value Current Trend Baseline % Change

PM # of Veterans in Pamlico County

2023 1,293 ↗ 1 2% ↗

PM # of participants receiving services at PCHD

2024 0 → 0 0% →

Workforce Development

R All people of working age in Pamlico County have equitable pathways to fulfilling employment throughout life.

Most Recent Period Current Actual Value Current Trend Baseline % Change

I Unemployment (Total): Percent of population in NC aged 16 and older who are unemployed but seeking work

2022 5.1% ↘ 8 -51% ↘

I Pamlico County Unemployment Rate in the Region

2020 5 ↘ 5 -50% ↘

P **Work Physicals**

Most Recent Period Current Actual Value Current Trend Baseline % Change

PM # of DOT/CDL/US COAST GUARD physicals

2024 19 ↘ 1 73% ↗

PM # of Pre-Employment work physicals

2024 15 ↘ 1 -44% ↘

P **CPR, First Aid, and AED**

Most Recent Period Current Actual Value Current Trend Baseline % Change

PM # of CPR, First Aid, and AED certification trainings

2024 9 ↗ 1 125% ↗

PM # of participants in CPR, First Aid, and AED

2024 75 ↗ 1 17% ↗

PM # of Stop the Bleed certification trainings

2024 9 ↗ 1 125% ↗

PM # of participants of Stop the Bleed

2024 77 ↗ 1 20% ↗

P **Internships**

Most Recent Period Current Actual Value Current Trend Baseline % Change

PM # of Duke University School of Nursing Interns

2024 22 ↗ 2 2100% ↗

PM # of Duke University Global Health Institute Student Research Teams

2024 4 ↗ 1 0% →

PM # of East Carolina University Interns

2024 7 → 0 0% →

P **Community Action Collaboration**

Most Recent Period Current Actual Value Current Trend Baseline % Change

PM	How much	# of Trillium Health Resources community meetings/collaborative	2024	4	→ 2	0% →
PM	How much	# of JCPC (Juvenile Coalition of Pamlico County) meetings	2024	4	↗ 1	33% ↗
PM	How much	# of SHAC (Student Health Advisory Council of Pamlico County) meetings	2024	4	→ 0	0% →
PM	How much	# of PPC (Pamlico Partnership for Children Board) meetings	2024	4	→ 0	0% →

P			Most Recent Period	Current Actual Value	Current Trend	Baseline % Change
PM	How much	# of participants at PCHS Career Fair	2024	105	↘ 1	-15% ↘
PM	How much	# of participants at Craven/Pamlico Re-Entry Fair	2024	0	↘ 1	-100% ↘

P			Most Recent Period	Current Actual Value	Current Trend	Baseline % Change
PM		# of recipients receiving employment and training services	2024	209	↗ 1	165% ↗
PM		# of recipients receiving Pamlico Community College Small Business Center services	2024	229	→ 0	0% →

SOTCH Reports

S 2022 SOTCH

S 2023 SOTCH

S 2024 SOTCH

BOARD OF COMMISSIONERS**CHAIRMAN**

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VICE-CHAIRMAN

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DOUG BRINSON - AT LARGE

THOMAS MILLS - TOWNSHIP #1

CANDY BOHMERT - TOWNSHIP #2

CARL OLLISON - TOWNSHIP #4

KENNY HEATH - TOWNSHIP #5

**COUNTY OF PAMLICO**

POST OFFICE BOX 776
BAYBORO, NORTH CAROLINA 28515
(252) 745-3133 / 745-5195
FAX (252) 745-5514

COUNTY MANAGER
TIMOTHY A. BUCK

ASSISTANT COUNTY MANAGER
MARK BREWINGTON

CLERK TO THE BOARD
TRACY BOYD

COUNTY ATTORNEY
DAVID B. BAXTER, JR.

January 15, 2025

TO: Chairman Riggs and Pamlico County Board of Commissioners

FROM: Melanie Dixon, Health Director

RE: Quarterly Numbers-Environmental Health/Clinic

4 th Qtr	October	November	December	Totals
IP	13	12	13	38
CA	6	6	3	15
EX	0	0	0	0
Repair	0	1	1	2
NW	2	1	1	4
OP	10	7	10	27
EOP	0	0	0	0
AOWE	1	0	0	1
LSS	0	3	0	3
Total	32	30	28	90

Total deposits for 4th qtr: \$15,710.00



Pamlico County Health Department

203 North Street

PO Box 306

Bayboro, NC 28515

Tel: (252) 745-5111 Fax: (252) 249-5900



Clinic Operation FY24-25 (End of Year)

- 100% compliance in North Carolina Disease Surveillance System (NCEDSS) for Communicable Disease.
- Increase in reported NCEDSS Communicable Disease events:
 - Increased reported events of syphilis, HIV, and Hepatitis C (excluding residents living with disease or not yet diagnosed).
 - Increased reported events of gastroenterological infections (Hepatitis A, Salmonellosis, and Campylobacter)
 - One reported active tuberculosis (deceased). Three latent tuberculosis (excluding residents living with disease or not yet diagnosed).
 - Aided in norovirus outbreak (oysters) investigation 12/2024.
- 100% program site monitoring compliance:
 - Immunization
 - Family Planning
 - Tuberculosis
 - Communicable Disease
 - BCCCP
- 99.03% WIC serving caseload average (July-Aug), LASA CAP on target to be resolved.
- Now offering long-acting reversible contraceptives (LARCs - Nexplanon and IUDs). Dispensed 5 Nexplanon and 2 IUDs. New FNP on track to earn certification for insertion and removal.
- Increase in Immunizations (through Vaxcare).
- Increase in Hispanic clients served (added at least 10).
- Academic partner in-kind donations/contributions exceeding \$200,000.
 - Interns: 7-ECU MPH/Epi, 4-Duke SRT, 5-Duke FNP, 20-Duke RN/BSN, 1-Craven Community College RN (Shadow).
 - Increase in outreach activities (through Duke MPACT): HeartWorks, Pamlico County Schools, Arapahoe Charter School, PrimeTime, and Pamlico County Senior Center.
- CDC Public Health Associate (2 year federally funded).
- 100% compliance in NC Credentialed Public Health Nurse. All nurses CPHN credentialed.
- Now accepting Medicaid, Medicare, and private insurances. Increase in billable services.

- 90% compliance with internal chart audits. State threshold is 70%. Will continue to conduct monthly audits to meet 95% compliance goal.
- Increase in patient appointments compared to FY23-24 (983) and FY22-23 (697) - Increased by 47%.

Report Name Patient Appointment by Appointment Type Report	
Report Generated 12/30/2024	
01/01/2024-12/31/2024	
Type of Report	Appointments Scheduled
Adult Health	205
BCCOP	85
Breastfeeding Problem	0
Child Health Pre-Participation Exam	46
CMARC Referral	1
DSS CAP/DA Home Visit (discontinued)	3
Family Planning Annual	45
Family Planning Initial	54
Family Planning Limited	154
Family Planning Follow Up LARC	2
FP (-) or MH (+) Pregnancy Test	42
Immunization VFC 317 Adult	5
Immunization VFC Child	29
Immunization Vaxcare	77
Lab Services (254 clients had labs)	106
OS DOT/CDI/USOG Physical	24
Other Services	12
Primary Care	38
Primary Care Nurse	1
STD	152
STD Nurse	15
TB Placement (includes admin screenings)	189
TB Reading	162
TB/LTB! Nurse	34
Telehealth (new - launch 2025)	0
Total	1481
Rescheduled	177
No Show	169



Pamlico County Public Library

MOTIVATING AND INSPIRING THE PEOPLE OF
PAMLICO COUNTY



PAMLICO COUNTY LIBRARY



PAMLICO COUNTY PUBLIC LIBRARY

Board of Library Trustees

Ann Whitman - Chair

Ben Bowditch – Vice Chair

Doug Brinson, County Commissioner

Crystal Carey

John Prescott

Erik Smith

Dr. Jeremy Johnson, Superintendent of Pamlico Schools

Rebecca Lansche, Principal of High School

Regional Director

Katherine (Kat) Clowers

401 Johnson St.

New Bern, NC 28562

252-638-7812

Kat.clowers@mycpri.org

County Librarian

Sidney J. Phibbons

603 Main Street

Bayboro, NC 28515

252-745-3515

252-732-5885

Sidney.Phibbons@mycpri.org

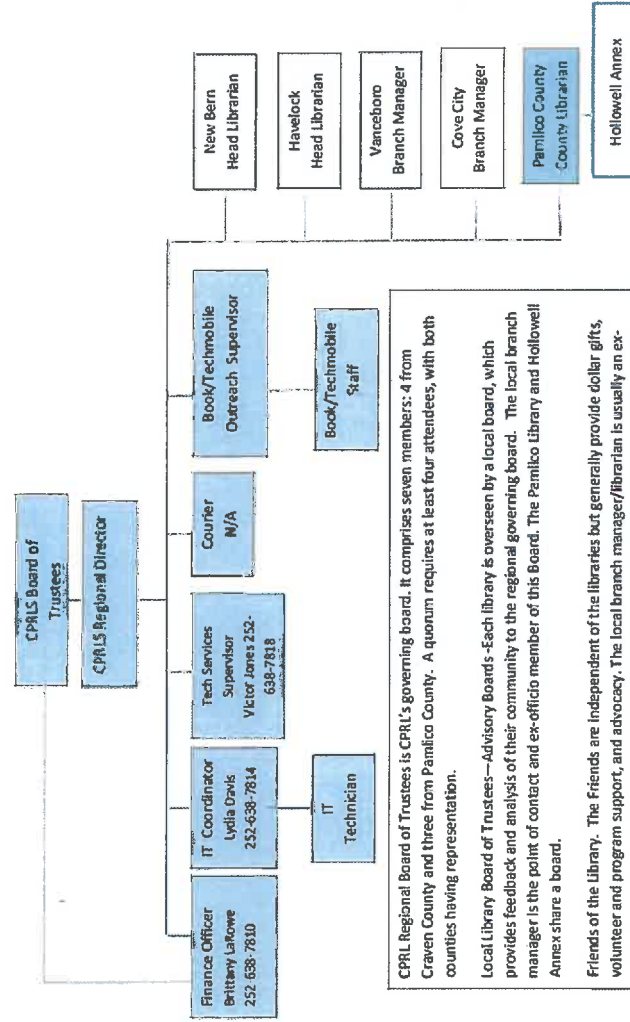
Craven Pamlico Regional Library System

- Pamlico County patrons have access to collections and digital resources from New Bern, Cove City, Vanceboro, and Havelock Public Libraries
- Book Tech Mobile
- Shared administrative personnel
- Governing Regional Library Board: 8 members, 4 from each county
- Local Board of Trustees

Craven-Pamlico Libraries on the Move



CPRLS ORGANIZATIONAL CHART



CPRL Regional Board of Trustees is CPRL's governing board. It comprises seven members: 4 from Craven County and three from Pamlico County. A quorum requires at least four attendees, with both counties having representation.

Local Library Board of Trustees—Advisory Boards—Each library is overseen by a local board, which provides feedback and analysis of their community to the regional governing board. The local branch manager is the point of contact and ex-officio member of this board. The Pamlico Library and Hollowell Annex share a board.

Friends of the Library. The Friends are independent of the libraries but generally provide dollar gifts, volunteer and program support, and advocacy. The local branch manager/librarian is usually an ex-officio Board of the Friends group member.

Local library staff—The New Bern-Craven County Library Staff report to the branch manager or a department supervisor. All other CPRL library staff report directly to the local library branch manager. Admin staff report to their direct supervisor or to the Regional Director.

How is the Pamlico County Public Library funded?

County
Appropriations

Municipal
Appropriations

Fines & Fees

Grants

Friends of the
Pamlico
Library

Gifts &
Donations



What do we offer?

Books (Adult, Juvenile, Beginner Reader, Young Adult, Large Print)

Online Resources – Hoopla, NC Live, Universal Class, and Libby

Hotspots, tablets, and laptops

Audiobooks and DVDs

Nontraditional Items

Copying, faxing, printing, laminating, notary, computer use, and Wi-fi

Meeting rooms/ safe place to socialize

Resource center: readers advisory, reference services, early childhood education, technology assistance, and assistance recovering from natural disasters

Support local schools and childcare centers in fulfilling their literacy and media needs

Special programs that emphasize education, creativity, and community connection





How many Pamlico County residents have a library card?

- 6,908 Active Cardholders at the Pamlico Library
- 283 Active Cardholders at the Hollowell Annex
- 1241 Virtual cardholders (Pamlico County School Students)

January 2024 - December 2024

Door Count: 46,011 patrons

Circulation – 28,443

- Adult Books: 17,447
- YA Books: 1,295
- Children's Books: 9,701

Programs Offered: 606

Total Program Attendance

- Adult: 1,153
- YA: 302
- Children: 4,688



Community Programs

LIBRARY PROGRAMS OFFERED IN 2024

Adult Programming:	Teen Programming:	Children Programming:
➤ Basket Weaving	➤ Gaming	➤ Preschool Storytime
➤ Knitting	➤ Crafts	➤ Bilingual Storytime
➤ Bridge	➤ Anime/ Manga Book Club	➤ Books & Babies Storytime
➤ Spanish Language Services	➤ Teen Scene	➤ ecoEXPLORE
➤ Book Clubs	➤ Movie Nights	➤ Book Clubs
➤ Chair Yoga	➤ Spanish Tutoring	➤ Anime/Manga Club
➤ Movie Nights	➤ Special & Seasonal Events (promoting skill development, cultural enrichment, and creativity)	➤ Movie Matinees
➤ Special & Seasonal Events (promoting skill development, cultural enrichment, and creativity)		➤ Special & Seasonal Events (promoting skill development, cultural enrichment, and creativity)

2024 Summer Reading Program



155 registered:

52 adults, 11 teens, 73 children, and
19 early literacy children.



119,147 minutes read



**Cumulative attendance of the
programs totaled patrons:
1,072**



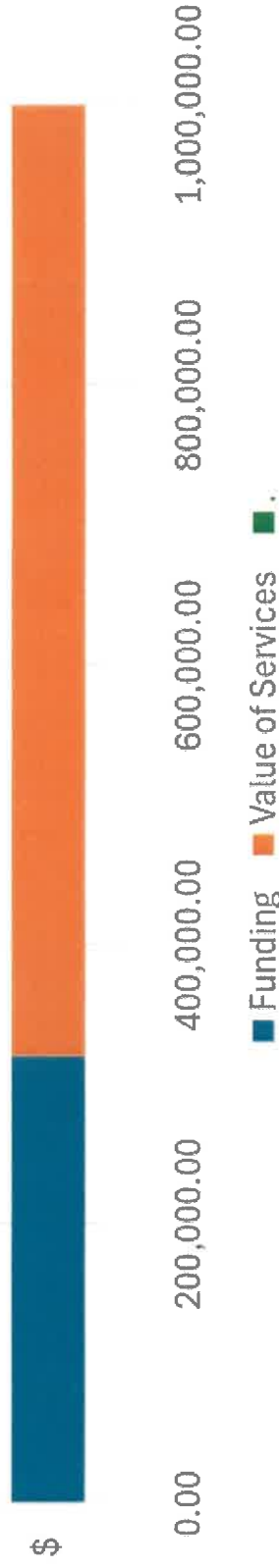
**2025's theme= Color Our
World**



Value of Library Services Provided to Pamlico County - 2024

Funding: 321,130.00

Value of Services Provided: 861,908.00





FY25 Funds not represented in local budget

Administration Support – 25% (\$94,256.00)

CPRL Grants

- Books & Babies - \$29,950.00 (program kits, supplies)
- eRate: -\$80,348.00 (80% networking hardware and new lines for new facility and wireless and cabled internet).
- Tops & Spots State Grant: \$301,000.00 -25%- \$75,720.00
- TOTAL: \$282,274.00

Goals/Objectives



FY2025

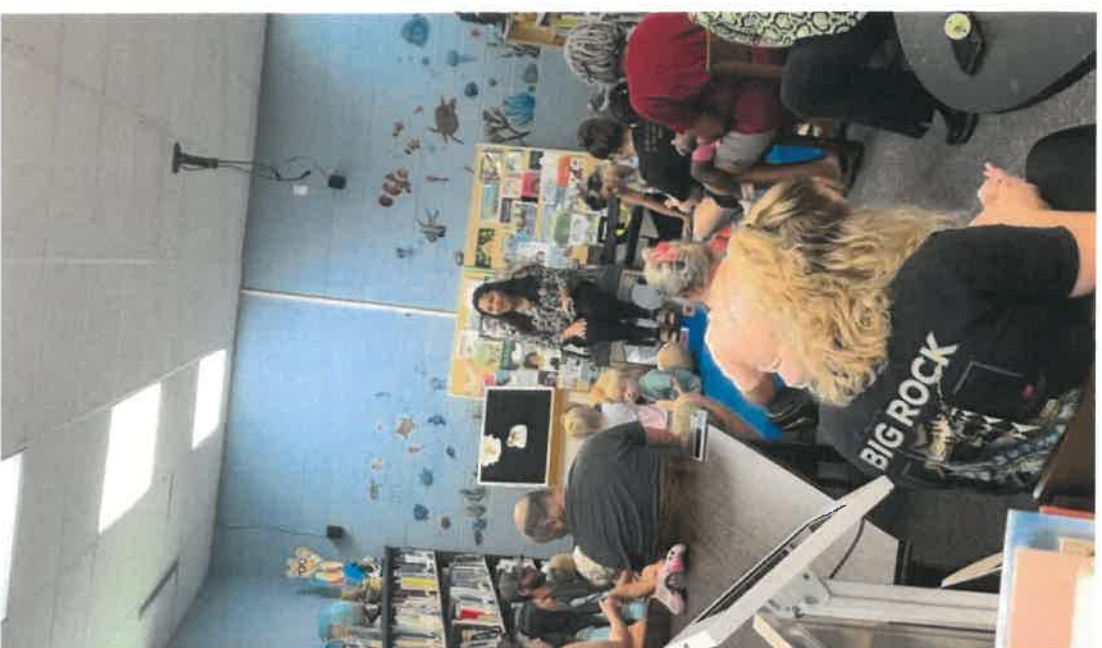
- Improve Facilities to foster socialization and creativity
- Programming for Birth to 2
- Increase Tech Lending – Tops & Spots

FY2026

- Continue Tech Lending
- Improve customer service with RFID process
- Programming for adults with Memory Loss/Cognitive Disability
- Increase funding from alternative sources









The New Pamlico County Library



Accommodations: We will increase from 6,300 square feet of leased space at PCHS to 10,000 square feet of exclusive library space



Efficiency: New components to contribute to higher efficiency and better value



Local Economy: Business center to help our over 300 local nonprofits and benefit the local job market



Community Bonds: Community centered approach will bring people together promoting civic engagement and strengthening community bonds



Youth Development: Opportunities to increase youth development contributing to improved literacy rates, testing outcomes, college and trade school interest, and strengthened job marketability skills



The Friends of the Pamlico County Library have raised over 2.3 million dollars since fundraising began in 2018 to fund the new standalone library for Pamlico County. This fundraising was made possible by our communities continued and generous support of the initiative through fundraising and private donations, grants, and the state of North Carolina.

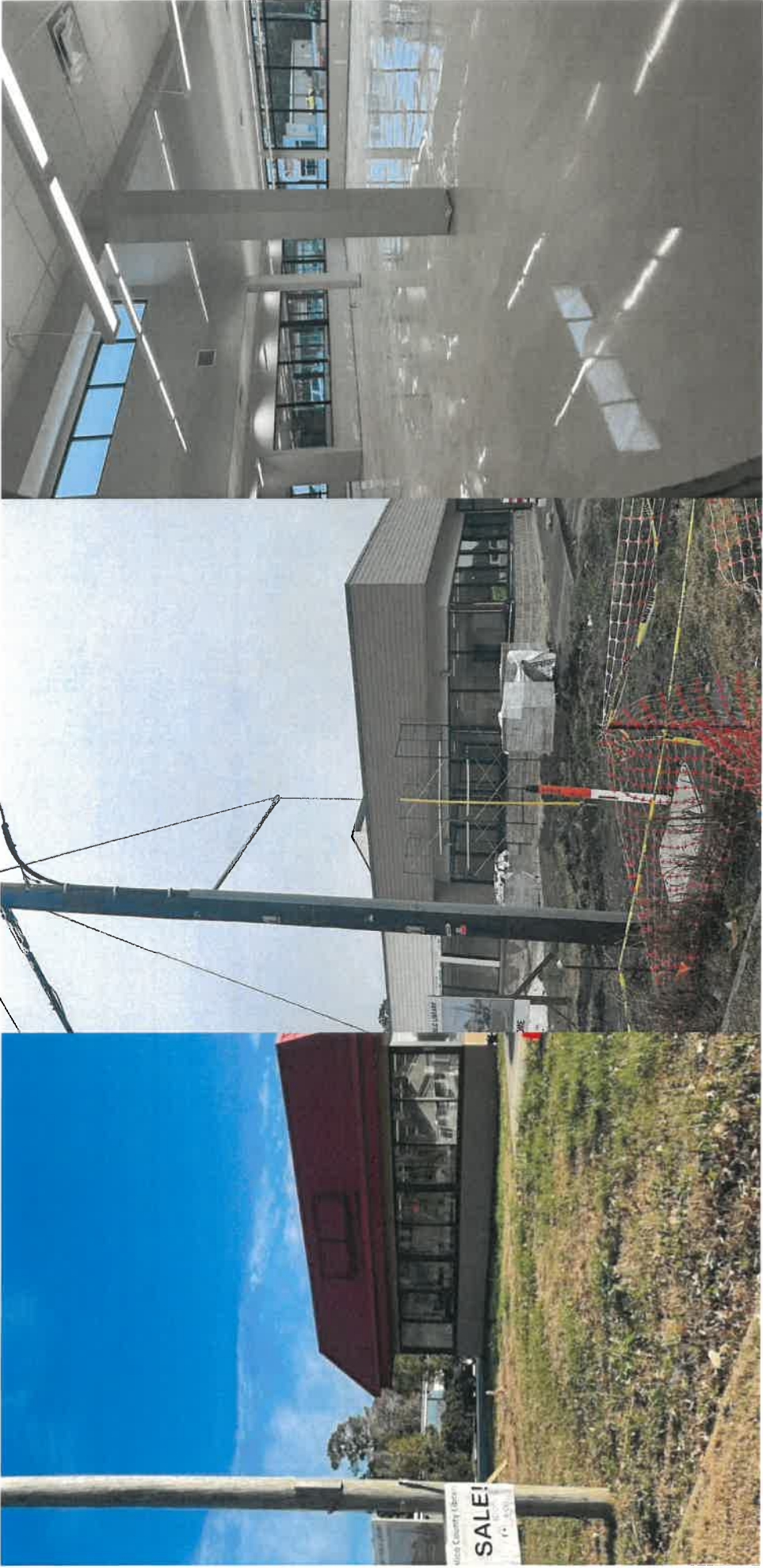
Within the next few months we will see the dream of our new library become a reality.

Tentative opening date: June 1st, 2025

Thank you for your continued support of the library and this initiative.

The New Pamlico County Library





What are our goals for 2025?

Move	Move into our new library building!!
Increase	Increase visibility of library services, programs, and collections
Develop and strengthen	Develop and strengthen community partnerships
Increase	Increase use of library spaces
Grow	Grow programming to meet demand
Increase	Increase teen/young adult impact

Thank you for
your continued
support!

