

**SHAC Minutes**  
**9-29-15**

In Attendance: John Arrowood, Anna Austin, Brad Breedlove, Wendy Duemmler, Laurel Healy, John Jones, Denise Lamar, Jane Laney, Jackie Morgan, Wendy Nielsen, Kevin Plue, Phillip Tarte, Janie Webb, Carolyn White

Business:

- 5:02 pm- meeting opened by Phillip Tarte, SHAC chair
- Introduction of members/new members
- New lice guidelines adopted by UCPS and approved by administration/legal – synopsis of guidelines given by Jane Laney. Guidelines from NC State School Health Program Manual have been adopted by UCPS and put in place as of 9-28-15 (Guidelines in attachment with these minutes).
- Mr. Tarte voiced a desire for Public Health to have “real time surveillance” of reasons for absenteeism in the school system for the purpose of timely detection of communicable disease and appropriate case management. Jackie Morgan gave the group a copy of “Communicable Disease Protocols with UCPS” that she designed and has shared with UCPS School Health in a previous meeting, as well as a “Notification Form” for communicable disease that was developed as a part of the current protocol (both documents attached). It was discussed that to date, Union County does not have an appropriate electronic database to capture real time surveillance. Survey Monkey is able to capture the information needed, but the HIPPA protected piece is missing without a different level of access. To this date, Union County legal is unwilling to allow that access level. An incident regarding an outbreak of Norovirus in an elementary school last year was discussed briefly, and Survey Monkey was used to capture data, but there were no unique identifiers present on the information captured; therefore, phone follow up for case management was still needed, slowing the process for timely management. Laurel Healy voiced that Connect Ed via the UCPS phone system might have the capability to capture the information needed during a communicable disease outbreak, but she would need to check further into this capability. Mr. Tarte voiced that the health department might be able to provide funding if the data base was developed by someone else (ie UCPS). Carolyn White stated that the State should be developing the data base and not relying on each county to do their own thing for surveillance. Mr. Tarte asked if a conversation with UCPS administration might be possible and John Jones responded in the affirmative.
- Mr. Tarte introduced the idea of having UCPS webpage additions in a more prominent place on the website regarding communicable diseases commonly found in school systems. He suggested protocols for each of the diseases/conditions that reflect what is already happening so that this information would be easily accessible by the public as well as the media. Communicable conditions were discussed by the group that are not news worthy, but end up in the media regardless. It was stated that the addition of web information would be educational to the public. SHAC members voted unanimously for a letter from SHAC to be sent to UCPS administration to recommend the enhancement of our website to include protocols/web links of commonly seen communicable diseases.
- Mr. Tarte asked for concerns or topics that members would like to see on the meeting agendas to be voiced or emailed to him.
- Additional SHAC meetings for the 2015-2016 school year were decided upon as follows: Tuesday, December 8, 2015; Tuesday, March 8, 2016; Tuesday, May 10, 2016
- 5:54 pm - meeting adjourned.