

Forsyth County Board of Health



- Vera S. Robinson, OTR, Chair
- Dr. Ricky Sides, DC, Vice-Chair
- Beaufort O. Bailey
- Dr. B. Keith Cash, OD
- Judi C. Chandler
- Nancy R. Hardie, RPH
- Randall G. Kale, PE
- Dr. P. Lee Salisbury, III., DDS
- Dr. Calvert B. Jeffers, Jr., DVM
- Jane Bradner Mosko, RN, CRNA
- Dr. Willard L. McCloud, Jr., MD

BOARD OF HEALTH

MINUTES

February 7, 2007

MEMBERS PRESENT

Ms. Vera Robinson
Dr. Ricky Sides
Dr. Keith Cash
Ms. Nancy Hardie
Dr. Paul Salisbury
Mr. Randall Kale
Dr. Willard McCloud
Mr. Beaufort Bailey
Ms. Jane Bradner Mosko

STAFF PRESENT

Mr. C. Timothy Monroe
Mr. Matt Dyson
Ms. Tommie Bowen
Ayo Ademoyero
Peggy Lemon
David Foster
Lynne Mitchell
Bob Whitwam

MEMBERS ABSENT

Ms. Judi Chandler
Dr. Calvert Jeffers

On Wednesday, February 7, 2007, the Forsyth County Board of Health held its regularly scheduled meeting in the Board Room at the Forsyth County Department of Public Health. Vera Robinson, Chair, presided and called the meeting to order at 5:40 p.m.

Consideration of Minutes: Minutes of the January 3, 2007 Board of Health Meeting were reviewed by the Board. Upon motion by Dr. Sides and a second by Dr. Cash, the minutes were approved as presented by the Board of Health.

Old Business:

Dr. Salisbury spoke in behalf of the Nominating Committee in regard to the Election of Officers. He stated that the committee elected to nominate Ms. Vera Robinson and Dr. Ricky Sides to serve again as the Chair and Vice-Chair, respectively. Mr. Bailey made a motion to accept both parties for the designated positions. Dr. McCloud seconded the motion. The board voted unanimously to re-elect Ms. Robinson as Chair, and Dr. Sides as Vice-Chair.

Dr. Monroe gave an update on the Dental Health Services Proposal. He reported that he and Matt Dyson had presented the proposal to the County Commissioners at their briefing meeting on January 25. He reported that the Commissioners had asked a number of very relevant questions mostly addressing the issues of the business model. They seemed to accept the responses given to their questions. At this point, we are awaiting a response from the Commissioners and the County Manager's Office as to how deliberately to proceed with preparations for a transition. Preparations will be extensive from a personnel as well as an administrative/fiscal standpoint. New positions will have to be created and an interview and hiring process will have to follow. If a transition is to occur upon the change of the fiscal year, we would need a go-ahead signal soon. If the final go-ahead signal is to await the official budget process (late May or early June, a transition will not be feasible before the late Fall.

Dr. Monroe presented the New Position Requests Package for the Department for the 2007-2008 budget, a copy of which is attached as part of these minutes. He reviewed the justifications for the twenty-one recommended new positions, as well as the rationale for the prioritization. Various Board members expressed their wish that Dr. Monroe and the staff could have an opportunity to present the budget with justification directly to the County Commissioners. The current procedure is for the Department Heads to present their budgets to the County Manager, who then presents

a consolidated budget recommendation to the Commissioners. Although there has been some discussion about changing the process this year, no official word has indicated that there will be a change. Dr. Sides made a motion to accept the Recommendation of the New Positions. A second to the motion was made by Mr. Bailey. The Board voted unanimously to support the recommendation of all positions as presented.

New Business:

The Division Director's Report was presented this month by Ayo Ademoyero, Director of the Surveillance Unit. The Board of Health was presented with handouts and attachments of the 2006 State of the County Health Report, and the Third Quarterly Communicable Disease Reports. Copies of these reports are also filed and available in the Administration Division, and on our website. This division has an annual budget of \$142,431. The goals of this unit are to:

- 1) detect and monitor conditions contributing to morbidity and mortality in the community
- 2) monitor the Healthy People 2010 and Healthy Carolinians health objectives and health status indicators
- 3) provide the necessary data for analysis appropriate to the development, implementation and evaluation of prevention and control measures and research strategies
- 4) support epidemiological investigations to detect outbreaks or epidemics

Annual Retreat – Continued Discussion:

The Board discussed, again this month, the possibility of having an Annual Retreat this year. Dr. Monroe had asked the Board to be thinking about a topic or topics that might constitute a need to have a retreat. Dr. Monroe mentioned that the Accreditation Process was coming up in July, 2008, and funding will be available at that time. The state will do a site visit at some point after July, 2008. Dr. Monroe suggested that they could review the accreditation tool and discuss the ways it involves or relates to the Board. He suggested that the accreditation process would be an adequate topic for two retreats, one in the Fall and another one the following Spring. This might be a more appropriate time frame for the Accreditation Process. The Board agreed and determined to postpone the retreat usually held this Spring until next Fall, on a date to be determined.

Committee Reports:

Lynne Mitchell mentioned a program by the name of "Give Kids a Smile," that is sponsored by the American Dental Association. Forsyth County participates at the local level in this program. It involves dentists that volunteer to see children in their offices for comprehensive care who otherwise could not afford dental services. Our Dental Hygienists identify children that are in need of these services, through the work that they do in the daycares and schools. These children are then referred to volunteer dentists. Sometimes, even transportation may be provided.

No other reports were mentioned at this time.

Other Business:

Dr. Monroe mentioned that the County Manager, Mr. Watts was presently working on a new salary process for the entire county. This will include changing the way we do job performance evaluations and job descriptions. This plan will be a consistent merit based system. Dr. Monroe stated that he was very pleased that this is being changed.

A handout was distributed at the meeting concerning 100% Tobacco Free Schools in North Carolina and Forsyth County. It stated that youth in North Carolina who attend schools with a 100% Tobacco Free School Policy are 40% less likely to smoke. In Forsyth County, the leading cause of death for ages 20 to 39 years old is Cancer. In North Carolina, 82 of 115 school districts have passed 100% Tobacco Free Schools Policies. 90% of adult smokers actually started smoking before they completed high school.

Ayo Ademoyero announced that Public Health Week is April 2-8, 2007. The schedule of activities are as follows:

- Monday, April 2, at 7:30 p.m., Proclamation Presentation by the Board of Commissioners, Proclamation Presentation by Mayor, at the Government Center
- Wednesday, April 4, at 4:00 to 5:30 p.m., Public Health Reception with Elected Officials; Staff, and the Board of Health, at the Government Center
- Thursday, April 5, at 7:30 to 9:30 a.m., Employee Appreciation Breakfast provided by Dr. & Mrs. Monroe, FCDPH Break Room, also Public Health All-Star Awards Ceremony

The Management Team and the Administrative Assistant were dismissed from the meeting around 7:05 p.m., in order for Dr. Monroe and the Board to complete the NCPHI Training Module. They completed the last of the Training Sessions for this, which was Section 4: Guidelines and Expectations for Board Members.

Adjourn:

The meeting was officially adjourned around 7:50 p.m.

Respectfully Submitted,

Dr. C. Timothy Monroe
Secretary to the Board

CTM/tjb