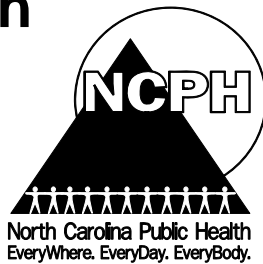


# Forsyth County Board of Health



- Vera S. Robinson, OTR, Chair
- Dr. Ricky Sides, DC, Vice-Chair
- Beaufort O. Bailey
- Dr. James K. Doub, OD
- Linda Petrou, PhD
- 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

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## BOARD OF HEALTH MINUTES January 7, 2009

### MEMBERS PRESENT

Ms. Vera Robinson, Chair  
Dr. Ricky Sides, Vice-Chair  
Dr. Willard McCloud  
Dr. Calvert Jeffers  
Mr. Beaufort Bailey  
Dr. Paul (Lee) Salisbury  
Dr. James (Kent) Doub  
Ms. Linda Petrou  
Ms. Jane Bradner Mosko

### STAFF PRESENT

Dr. C. Timothy Monroe  
Ms. Cynthia Jeffries  
Ms. Tommie Bowen  
Mr. Bob Whitwam  
Ms. Jackie Boggs  
Ms. Ayo Ademeyero  
Ms. Lynne Mitchell  
Ms. Quintana Stewart

### MEMBERS ABSENT

Mr. Randall Kale  
Ms. Nancy Hardie

### **Call to Order:**

On Wednesday, January 7, 2009, the Forsyth County Board of Health held its regularly scheduled monthly meeting in the Board Room at the Forsyth County Department of Public Health. Ms. Vera Robinson, Chair, presided and called the meeting to order at 5:30 p.m.

### **Consideration of Minutes:**

The minutes of the December 3, 2008 Board of Health Meeting were reviewed by the Board. Upon motion by Ms. Jane Bradner Mosko and a second by Dr. Ricky Sides, the minutes were approved as presented by the Board of Health.

### **Introduction:**

Dr. Monroe introduced Ms. Jackie Boggs to the board. The board introduced themselves to Ms. Boggs, and also welcomed her to the position as the new Director of Nursing.

**Public Comment on Agenda Items: No public participation**

### **Old Business:**

### **Strategic Plan Consideration Approval:**

Each BOH Member received a copy of the Strategic Plan and a copy of the CHA Action Plan at the December Meeting. Dr. Monroe asked the Board to review these two documents prior to the January meeting in order to consider action to officially approve each document. There was a brief discussion during which Dr. Monroe

responded to clarify the rationale for selected objectives, such as a question from Dr. Petrou about the “health-relatedness” of the voter registration initiative. After the discussion, Mr. Bailey made a motion to approve the plan, and Dr. Petrou seconded the motion. The board members voted unanimously to approve the Strategic Plan for 2008-2012.

#### **Community Health Assessment Action Plan Consideration Approval:**

After a brief discussion concerning the Community Health Assessment Action Plan, Dr. Jeffers made a motion to approve the plan, and Dr. McCloud seconded the motion. The board members voted unanimously to approve the CHA Action Plan.

#### **Budget – New Positions Request:**

Dr. Monroe presented the New Positions List to the board. He provided the board with explanations and justifications for these requests. He reminded the board that the new position request list is the formal request which the board and the Department make to the Commissioners each year to address staffing needs. A copy of the list and written justifications for each new position is attached as part of these minutes. Dr. Sides made a motion to accept the New Position Requests, and Mr. Bailey seconded the motion. The board members voted unanimously to approve the new position requests.

#### **Accreditation Process Update:**

Dr. Monroe reported that the Accreditation Site Visit dates are scheduled for June 16<sup>th</sup>, 17<sup>th</sup> and 18<sup>th</sup>.

#### **Report of activities related to Lead Rule:**

Each board member received a copy of the letter that had been sent out to all of the Pediatricians, Family Medicine Practitioners, and other Medical Providers of Well-Child Care, in Forsyth County. The letter concerned the Forsyth County Board of Health Childhood Lead Poisoning Prevention Rule that was recently adopted, on December 3, 2008. A copy of the letter is attached to these minutes.

#### **New Business:**

#### **Division Report:**

Mr. Bob Whitwam, the Environmental Health Division Director, presented a very informative report. Environmental Health is staffed with a total of 40 full time permanent positions and 3 seasonal positions. The division is the fourth largest division in the department with an annual budget of \$2,631,406 in FY-09. Local appropriations account for \$2,345,101 or 89% of the Division’s budget. Revenues are collected through fees associated with services provided by the Water and Wastewater Section (\$202,570) and the Food and Lodging Program (\$23,000). Federal funding is provided in the form of a CDC grant that supports the childhood lead poisoning prevention program (\$40,100) and the state provides funds for the required environmental investigations for lead poisoned children (\$5,831). The state also provides a general environmental health grant (\$6,000) and a mosquito control grant (\$8,804). An additional \$18,000 in projected revenue associated with a new state fee on temporary food establishments which became effective July 1, 2008 and the new fees recommended by the Board of Health and adopted by the County Commissioners effective October 2008 is anticipated by the end of FY ‘09. A copy of the full report is attached as part of these minutes

#### **Other Business:**

Ms. Robinson led the board in a discussion about board representation on the School Health Advisory Council and the Forsyth County Healthy Community Coalition. Up until now, Dr. Bruce McLean has been serving in this capacity. Dr. James (Kent) Doub stated that he would volunteer to serve on the School Health Advisory Council. Ms. Linda Petrou stated that she would volunteer to serve on the Forsyth County Healthy Community Coalition. Dr. Sides made a motion to Dr. Doub and Dr. Petrou respectively to the School Health Advisory Board and the Forsyth County Healthy Community Coalition. Ms. Jane Brander Mosko seconded the motion. The board voted to approve the motion.

Dr. Monroe mentioned that he had spoken with Meryl Green at the Guilford County Health Department about the possibility of participating in an annual Training Session for Boards of Health provided by ECU. They need for at

least two or three counties to come together on this training, possibly sometime in June. Dr. Monroe stated that he was thinking that this might be something that the board could do as part of their Annual Board Retreat. Dr. Monroe asked the board to be thinking about it, and he said they could discuss it more in detail at a later date. Dr. Petrou stated that she thought it was a great idea that they participate in this and get to know board members from neighboring counties

Dr. Monroe informed the board that Leah Devlin, the State Health Director, is retiring, effective January 31, 2009.

**Committees:**

Appointment of Nominating Committee – Election of Officers:

The board appointed Dr. Linda Petrou and Dr. Calvert Jeffries to serve as the Nominating Committee, for the election of officers. More discussion will follow at the February and March Board of Health Meeting.

**Adjourn:**

Dr. Ricky Sides made a motion to adjourn, and Dr. Kent Doub seconded the motion. By majority vote, the meeting was adjourned at 8:00 p.m.

Sincerely,

Dr. C. Timothy Monroe  
Secretary to the Board

CTM/tjb