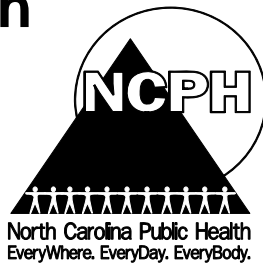


# Forsyth County Board of Health



- Vera S. Robinson, OTR, Chair
- Dr. Ricky Sides, DC, Vice-Chair
- Beaufort O. Bailey
- Dr. B. Keith Cash, 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 November 7, 2007

### MEMBERS PRESENT

Ms. Vera Robinson, Chair  
Dr. Ricky Sides, Vice-Chair  
Dr. Keith Cash  
Ms. Linda Petrou  
Dr. Paul Salisbury  
Ms. Jane Bradner Mosko  
Dr. Willard McCloud  
Ms. Nancy Hardie  
Mr. Randall Kale  
Dr. Calvert B. Jeffers

### STAFF PRESENT

Dr. C. Timothy Monroe  
Mr. Matt Dyson  
Ms. Tommie Bowen  
Ms. Quintana Stewart  
Peggy Lemon  
Ms. Lynne Mitchell  
Ms. Ayo Ademoyero  
Mr. Bob Whitwam

### MEMBERS ABSENT

Mr. Beaufort Bailey

### **Call to Order:**

On Wednesday, November 7, 2007, the Forsyth County Board of Health held its 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 5:40 p.m.

### **Consideration of Minutes:**

The minutes of the October 4, 2007, Board of Health Meeting were reviewed by the Board. Upon motion by Dr. Jeffers, and a second by Dr. McCloud, the minutes were approved as presented by the Board of Health.

### **Old Business:**

Strategic Planning Process Report – Dr. Monroe introduced Mr. Bill Browder and Dr. Teme Levbar, with the North Carolina Institute for Public Health. They both presented the Strategic Planning Process Report to the board. They went over all the information that was compiled that day from the staff that participated in this planning process. It covered the following information: The Mission Statement, Vision Statement, Circle of Concern/Influence, Values, Prouds & Regrets, Analysis of Community Partners, List of Responsibilities, and the breakdown and procedures for the planning process. The Board was then guided through a Prouds & Regrets process. The results of all these components of the process will be included in a document documenting the process of the entire day to be prepared by the next session. The Board was asked to be thinking about what they would like to add to this planning process, and were encouraged to offer any suggestions to the process. Mr. Bill Browder and Dr. Teme Levbar will be at the next Board of Health Meeting that will be held on Wednesday, December 5, 2007. The second and final session of the Strategic Planning will be held all day on that same day, following up that night with the Board.

Budget Process Report – Matt Dyson reported that the Position Requests would probably be coming in around November 13, 2007 and presented to the Board at the December meeting. The Capital Requests will be different this year than in the past. General Services will be coming over to work with us on our requests. The Health Department will be budgeting for the restructuring of the Nursing Division work area next year. Mr. Dyson's opinion is that the budgeting process will run much smoother this year than in the past.

Dental Clinic Progress Report – Matt Dyson reported that the Dental Clinic will be up and running effective January 2, 2008. Training for the new software, such as computers and the telephone system, will begin soon. He also stated that they are thinking about moving one of the Accounting Technicians from Administration over to the clinic. This is still in the planning process.

Health Summit Progress Report – Dr. Monroe reported that the 2008 Forsyth County Health Summit will be held on Tuesday, January 15, 2008, at Embassy Suites, in Winston-Salem. He announced that a reception will be held the evening before the Summit, on January 14<sup>th</sup>. The topic for the Summit is, "Finding the Balance: Personal Responsibility and Community Responsibility for Health". The registration deadline is January 3, 2008. This will provide an opportunity for WFDD to interview Dr David Williams, the keynote speaker. The summit will have Public Health Practitioners from all over the State of North Carolina, attending.

**New Business:**

The Rabies Vaccine Clinic was held on Saturday, October 27, 2007. Over 634 doses of the rabies vaccine were administered that day. It was a very successful clinic and a rewarding day.

Dr. Monroe also reported that the Mass Flu Vaccine Clinic had been held on Monday, November 5, 2007. The department had 6,000 doses prepared for the clinic. The department administered a little over 3,000 doses of the vaccine that day. He announced that the department would be holding the second Mass Flu Vaccine Clinic next Monday, November 12, 2007. We are in expectation of using all the vaccine. The Flu Vaccine will be provided free of charge. This is the fourth straight year that the Flu Vaccine has been free to the public.

**Other Business:**

None at this time.

**Committee Reports:**

None at this time.

**Adjourn:**

Ms. Linda Petrou made a motion that the meeting be adjourned, and Dr. Sides seconded the motion. The meeting was then adjourned by Ms. Vera Robinson at 7:05 p.m.

Respectfully Submitted,

Dr. C. Timothy Monroe  
Secretary to the Board

CT/tjb