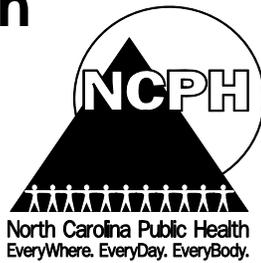


Forsyth County Board of Health



- 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

BOARD OF HEALTH

MINUTES
May 7, 2008

MEMBERS PRESENT

Ms. Vera Robinson, Chair
Dr. Ricky Sides, Vice-Chair
Ms. Linda Petrou
Dr. Willard McCloud
Mr. Randall Kale
Dr. James K. Doub
Dr. Paul Salisbury
Ms. Nancy Hardie
Ms. Jane Bradner Mosko

STAFF PRESENT

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

MEMBERS ABSENT

Mr. Beaufort Bailey
Dr. Calvert Jeffers

Call to Order:

On Wednesday, May 7, 2008, 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 5:30 p.m.

Consideration of Minutes:

The minutes of the April 2, 2008 Board of Health Meeting were reviewed by the Board. Upon motion by Dr. Ricky Sides, and a second by Ms. Linda Petrou, the minutes were approved as presented by the Board of Health.

Old Business:

Health Director's Annual Report – 07-08 - Dr. Monroe presented the Health Director's Annual Report for the time period of May 1, 2007 through April 30, 2008. The #1 item on the report was an unanticipated focus area which arose during the year with the resignation of the Medical Director and the inability to recruit and retain a replacement for this position. After significant internal discussions among the Senior Managers, Board of Health and the County Manager's Office, a decision was made to implement a Reorganization of the Senior Management Team, that took place in October, 2007. This reorganization involved the following:

- Transfer of responsibility of supervision of Laboratory Director, Pharmacy Director, and Dental Clinic Director to Assistant Health Director for Administration and Finance (AHDAF)
- Consolidation of responsibility for Vital Records, Public Health Preparedness and Response, Communicable Disease reporting, and Child Fatality Review into a Surveillance Unit supervised by the Public Health Epidemiologist (Surveillance Unit Director)

- Transfer responsibility of clinical supervision of STD, TB, and general communicable disease control programs as well as clinical supervision of two physician extenders to the Health Director

A copy of the Written Summary of The Health Director's Annual Report is filed at the Division of Administration, and may be viewed by the Public. Copies of this report were also given to each Board of Health Member.

Health Director's Annual Work Plan – 08-09 – Dr. Monroe presented the Health Director's Annual Work Plan Written Summary for the time period of May 1, 2008 through April 30, 2009. The Accreditation Process will be the predominant focus of the Health Director for the first half of the Review Period. It is anticipated that the department will receive official notification on or around July 1, 2008 that the Health Department Self Assessment Instrument will be due on October 1, 2008. The Accreditation site visit is scheduled for November 18-20, 2008. The Strategic Plan will be finalized during the first quarter of the review period. Senior Management Team members will have individual and group work plans and schedules in place for the completion of the HDSAI by October 1, 2008.

A copy of the Written Summary of The Health Director's Annual Work Plan Presentation is filed at the Division of Administration, and may be viewed by the Public. Copies of this report were also given to each Board of Health Member.

Rescheduling Board Retreat – Due to several cancellations by board members, the retreat that was previously scheduled for Saturday, April 26, 2008, was cancelled with plans to reschedule it at this meeting. Ms. Robinson asked the board if they would be free to attend on Saturday, June 28, 2008. The meeting will start at 9:00 a.m. and end sometime between 3:00 to 4:00 p.m. Ms. Robinson pointed out that this is the weekend before the Fourth of July week. Incidentally, the board usually votes not to have a board meeting on the first Wednesday during the month of July, due to vacation plans. Ms. Robinson said that the board could make the decision later, but she feels that there is a greater need to meet this year, due to the Accreditation Process and all the planning that is involved for it. For this same reason, Ms. Robinson and Dr. Monroe feel that it might be best to have the Retreat before the July board meeting. The board will be working on the By-Laws and other items at the Retreat, and whatever does not get completed that day, may be finalized at the July Meeting. The board was asked to double check their calendars and let Dr. Monroe know as soon as possible if they are not available to attend on Saturday, June 28th.

Budget Report - Dr. Monroe and Matt Dyson reported on information that they had received concerning the county having a deficit of several million dollars. Due to this fact, each county department has been told to cut 5% from their county allocation for the new fiscal year. Therefore, Public Health is being required to cut a total of \$298,000 from their 2008-2009 Budget. In order to prevent ongoing cuts, Dr. Monroe and Mr. Dyson have been looking at some of the vacant positions in the department and trying to determine the best option. What they have decided to do is to give up four vacant positions, two in Administration, and the other two being taken from Environmental Health. Including salaries and fringe benefits for all four vacant positions, this comes to a total of \$302,488.46. The board discussed this option and Dr. Sides made a motion to approve this proposal, and Dr. McCloud seconded the motion. The board approved the proposal.

New Business:

Invitation to watch “Unnatural Causes” – Dr. Monroe reported on the upcoming PBS broadcast of the series titled, “Unnatural Causes: Is Inequality Making Us Sick?” This is a television broadcast that begins on the evening of Tuesday, May 20, 2008, and UNC-TV (Cable Channel 4, Direct TV Channel 26, UHF Channel 26) will be airing these. It is a weekly, hour long segment and will run for a total of four weeks. This broadcast is part of a nationwide public impact campaign with the objective of changing the way we view and seek to improve the health in our own communities. Dr. Monroe, Vera Robinson and Dr. Sides agreed that they would like to promote this series. The board agreed that this seemed like a very compelling community activity that all individuals should definitely try to watch. A letter was written and signed by Ms. Vera Robinson and Dr. Ricky Sides. Letters will be sent out to various health care providers, human service providers, community leaders, educators, business persons, churches, elected officials, media, and individuals who care about the health and welfare of our residents. For any individuals unable to observe any or all of the episodes on television, the Health Department has obtained 8 copies of the DVD. Please contact Lynne Mitchell at 703-3110 or email her at mitchelm@forsyth.cc. More information about the series, including details about the content of each episode may be found at: <http://www.unnaturalcauses.org/>.

Local Well Rule – Need for Action by July 1- Mr. Bob Whitwam discussed with the board, the fact that the statewide well regulations were changing effective 7-1-08. Each board member received extensive handouts concerning Forsyth County's Well Permits and Rules, State Rules, and information about the powers and duties of a local board of health. The main issues presented were:

Forsyth County requires a permit for drinking water wells and for irrigation wells. Permits to construct and/or repair are valid for a period not to exceed 1 year. The State rules require a permit for drinking water wells only. Permits to construct and/or repair are valid for a period not to exceed five years.

Forsyth County rules require steel casing for all new wells and specifically rules out the use of PVC casing. The State rules allow the use of PVC casing.

Mr. Whitwam presented a probable set of actions by the board to address the upcoming changes in state law. He reported that he and his staff were working on some changes to the Well Rules. Bob stated that he had a few more questions for the County Attorney and then he will report back to the board at the next meeting with specific recommendations for board action.

Other Business:

Director Evaluation Committee – Ms. Robinson reported that she needed volunteers to serve on the Director Evaluation Committee. Linda Petrou, Dr. Calvert Jeffers, and Dr. James Doub will assist Ms. Robinson with this process. When all of the evaluations come back, the committee will go through them and make their assessments. Ms. Robinson set a deadline date of May 21, 2008, for the evaluations to be returned.

Mr. Dyson reviewed with the board, the revised evaluation form that has been implemented by the county. He noted these changes that had been previously requested by the board.

Adjourn:

After all business had been discussed, Ms. Nancy Hardie made a motion to adjourn, and Dr. James Doub seconded the motion. The meeting was adjourned at 8:15 p.m.

Sincerely,

Dr. C. Timothy Monroe
Secretary to the Board

CTM/tjb

