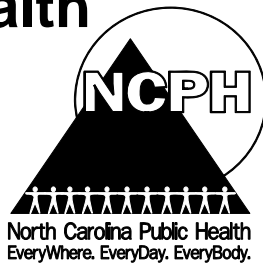


Forsyth County Board of Health



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

April 7, 2010

MEMBERS PRESENT

Ms. Linda Petrou, Chair
Dr. James K. Doub, Vice Chair
Mr. Beaufort Bailey
Ms. Vera Robinson
Dr. Willard McCloud
Dr. Paul (Lee) Salisbury
Dr. Allen S. Hudspeth
Dr. Calvert Jeffers
Ms. Nancy Hardie

MEMBERS ABSENT

Ms. Jane Mosko
Mr. Randall Kale

STAFF PRESENT

Dr. C. Timothy Monroe
Ms. Cynthia Jeffries
Ms. Janet English
Ms. Ayotunde Ademoyero
Ms. Jackie Boggs
Ms. Collette Chalmers
Ms. Lynne Mitchell
Ms. Cathy Scheviak
Ms. Quintana Stewart
Mr. Robert Whitwam

Call to Order:

On Wednesday, April 7, 2010, 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. Linda Petrou, Chair, called the meeting to order at 5:37 p.m.

Consideration of Minutes:

The minutes of the March 3, 2010, Board of Health Meeting were reviewed by the Board. A motion was made to approve the minutes as written, seconded, and approved.

Public Comment on Agenda Items:

No one asked to be recognized.

Old Business

H1N1 Influenza Update:

Dr. Monroe stated that very little is happening and the number of H1N1 cases are low. There is still no sign of a seasonal strain. A motion to remove this topic as a standing agenda item was made, seconded, and approved.

Update on Syphilis Outbreak:

Dr. Monroe stated that Forsyth County has the highest number of syphilis cases of all the other counties in the state. We are working on various efforts to reduce the number of cases. There was a ribbon cutting ceremony prior to the Board of Health meeting for the new POSSE mobile testing unit. We hope this will help in getting more visibility out into the community. The critical issue is for people to know their status. We are still working with the jail to screen for syphilis. A motion was made to change this from a monthly standing agenda item to a quarterly agenda item, seconded, and approved.

Lead Program Quarterly Update:

Bob Whitwam presented an update on the Lead Program. Mr. Whitwam said that the State's electronic reporting system was down for a few months. The state revised the system. Local staff begins training on the new system in May. He said that we expect to identify children with high lead levels much faster with the new system. For the current quarter, we have two confirmations of children with high lead levels. One child is in the group between eight – nineteen, and the other is in the group five – seven. Mr. Whitwam stated that he believes the numbers will increase for this quarter as results continue to come in. Lunch and learn educational presentations were conducted at six medical practices during this quarter, and the City of Winston-Salem officially received HUD grant funds on February 24, 2010. The City committed to inspect 150 homes and eliminate lead hazards in 100 homes over the next three years. The name of the new project is Lead Safe Winston-Salem.

Enforcement of Restaurant Smoking Regulations Update:

Mr. Whitwam reported that there have been 52 complaints against 23 different establishments since January 2, 2010. Since January 2, 21 first educational letters have been sent to establishment owners/managers, six second educational letters have been sent and nine educational site visits have been conducted. Break Time Billiards on Jonestown Rd. received a first and second notice of violation and a third notice of violation with penalty of \$200 per day. The department received an additional complaint on this establishment on April 5, 2010.

New Business

Budget Letter Approval:

Dr. Monroe made a brief introduction about the Budget Letter. He stated that each year, as part of the budget process we present two items to the Board of Health for their consideration. The first is the list of requested new positions, which we did in January of this year. The second is a budget summary letter.

Cathryn Scheviak, Department Business Manager, presented the budget summary letter to the Board for their consideration. She said that for fiscal year 2010, Public Health proposes a total expenditure budget of \$23,882,277 compared to fiscal year 2009 budget of \$21,960,253. This represents an overall increase of 8.7%. Total revenues projected for fiscal year 2010 is \$14,537,014 (9.1% increase) compared with \$13,326,193 for fiscal year 2009. There are proposed increases in revenues for WIC Peer Counseling, Non-Traditional Testing program, new and increased fees in Environmental Health, and a new State grant in Preventive Health for Family Strengthening Initiative.

Ms. Scheviak concluded by saying that we are continuing to monitor the dismal financial situation that the State of North Carolina is in, which has had a negative impact on the fiscal health of local government.

The Board of Health approved the budget letter.

Vaccine Fee Changes:

Dr. Monroe said that the State previously provided some vaccines at no charge to health departments. Several months ago, the State stated they would no longer provide them at no-charge. Local health departments can now charge administration fees; therefore, there is good reason to adopt a new vaccination fee schedule. Our calculation at this time is to include the cost of the vaccine, an overhead of 18%, and a proposed \$15.00 administration fee. For the Board's comparison, the proposed fee schedule also includes a \$20.00 administration fee. Board member Nancy Hardie motioned to accept the fee schedule with a \$20.00 administration fee, Dr. Lee Salisbury seconded, and the fee scheduled was approved with the \$20.00 administration fee.

Division Report:

Ayotunde Ademoyero, Director of the Epidemiology & Health Surveillance Division, presented her division report to the Board of Health. She introduced each of her staff members and gave a brief description of their duties.

- ◆ Ms. Ademoyero is the Division's Director and provides management oversight of all fiscal and administrative activities and services of the Division.
- ◆ Quintana Stewart is the Director of Emergency Response & Communication. She is responsible for developing and maintaining preparedness and response plans for the department and serves as the departmental liaison to other first response agencies of local government.
- ◆ Jennifer Staten is a Research Assistant. Her main responsibilities include: Maintain and update health surveillance system databases; provide support and statistical assistance by performing duties such as the collection, processing, compilation, computation, analysis, editing and presentation of statistical data; conducting research, assessment and evaluation studies, tests validity of statistical results, respond to agency and community requests for health-related data, and update the annual health Data Book and other reports.
- ◆ Carolyn Foster is the Data Entry Operator. Her main responsibilities include: Process all reportable communicable disease received; ensures that all communicable disease are reviewed for accuracy, completeness and timeliness and enters all communicable disease reports into the North Carolina Electronic Disease Surveillance System database and reports HIV & Syphilis to the State General Communicable Disease Control branch in Raleigh and other regional offices; and enters infant birth and death records.

- ◆ Collette Chalmers is the Deputy Registrar for Forsyth County. She ensures that all births, deaths, and fetal deaths occurring in Forsyth County are filed and registered with the Register of Deed's Office and Vital records Branch in Raleigh.
- ◆ Keisha Hayes is the Assistant Deputy Registrar and assists the Deputy Registrar in carrying out her duties.

Ms. Ademoyero also presented information and the statutes on the following Mandated Public Health Services:

- ◆ Communicable Disease Control
- ◆ Vital Records
- ◆ NC Child Fatality Prevention System
- ◆ NC DHHS, Division of Public Health Statutory and Operational Authority Public Health Preparedness & Response

During her presentation, Ms. Ademoyero provided statistical information regarding communicable diseases, the 2009/10 NC Influenza Season weekly surveillance, and Vital Records. Additionally, she updated the Board on the activities of our emergency response and communications center in 2009, which included Emergency Response Plans, Community Coordination & Education, and Preparedness Training & Exercises.

Other Business:

None

Committee Reports:

None

Adjourn:

A motion was made to adjourn and seconded. By majority vote, the meeting adjourned at 7:25 p.m.

Sincerely,

Dr. C. Timothy Monroe
Secretary to the Board

CTM/jee