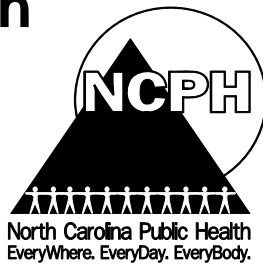


# Forsyth County Board of Health



- 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  
April 2, 2008

### MEMBERS PRESENT

Ms. Vera Robinson, Chair  
Dr. Ricky Sides, Vice-Chair  
Ms. Linda Petrou  
Dr. Willard McCloud  
Mr. Randall Kale  
Dr. Calvert B. Jeffers  
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. Suzette Rohrer  
Dr. Xavier Lazero

### MEMBERS ABSENT

Mr. Beaufort Bailey

### Call to Order:

On Wednesday, April 2, 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 March 5, 2008 Board of Health Meeting were reviewed by the Board. Upon motion by Dr. Ricky Sides, and a second by Dr. Calvert Jeffers, the minutes were approved as presented by the Board of Health.

### Old Business:

#### Introduction of Dental Clinic Director –

Matt Dyson introduced Dr. Xavier Lazero, the new Dental Clinic Director, to the Board of Health, and Staff that attended the meeting. Dr. Lazero comes to us from Puerto Rico. His first day of employment was Tuesday, April 1, 2008. \*Special Note: The Dental Clinic is accepting Ameritas Group Dental Insurance. The clinic had 585 visits in the month of March 2008. We are very pleased with the Dental Clinic and how well things are progressing. The Board members welcomed Dr. Lazero to the Health Department.

#### Accreditation Process Update –

Dr. Monroe informed the board that Lynn Connor, our Accreditation Consultant from the Division of Public Health, had given a presentation earlier that day concerning the Accreditation Process. Lynn gave her presentation during the Expanded Staff Meeting which Dr. Linda Petrou and Mr. Beaufort Bailey of the Board had attended. After the Expanded Staff Meeting, Ms. Connor spent the majority of the day with the Management Team going through the

Benchmarks and Activities. The Site Visit will be Tuesday, Wednesday, and Thursday, November 18-20, 2008. North Carolina is the first state to participate in an Accreditation Process for local health departments. The board will play a role in the Accreditation process.

### **Notebooks**

The majority of the board members brought and turned in their BOH Notebooks. We will be updating all of the notebooks and returning them to the board members by the June BOH Meeting.

### **New Business:**

#### **Consideration of By Laws Revision –**

Dr. Monroe handed out copies of a draft revision of Bylaws to each board member. He pointed out that the new language in the Bylaws was underlined and in italics. The three items were: Article II, Section 1; Article V, Section 4; and Article IX. Dr. Monroe urged the board to be looking over the Bylaws between now and the Board of Health Retreat, on Saturday, April 2, 2008. He suggested that when they are looking at these, to ask themselves as a member of the board, what do they want to see happen, and if they see anything that they would like to add or change, to make a note of it. In the meantime, Lynn Connor will be looking over the Bylaws as well, and see if she has any ideas that she can offer. Ms. Petrou suggested making a change to Article II, Section 1, which presently reads: *"The Board delegates to the Health Director the responsibility for policies and procedures that relate to the operations of the Department."* Her suggestion was that it read as follows: *"The Board delegates to the Health Director the day to day responsibilities"*. Again, the Bylaws will be one of the topics that the board will be discussing at the retreat. Dr. Monroe would like to see the Bylaws revised, and finalized within the next two months.

### **Division Reports:**

#### **Epidemiology and Surveillance –**

Ms. Ayo Ademoyero presented the Epidemiology & Health Surveillance Division Report to the board. There have been some major changes this year, in this division. This section has added three additional positions. One of these positions was a newly created position to the Department. The other two positions and sections, Emergency Response & Communications, and Vital Records were both transferred to Epidemiology & Surveillance, due to the reorganization that took place in the Administration Division. Ms. Ademoyero presented a report on Child Fatality, Communicable Disease Reporting and Control, Outbreak Investigations, the 2007 FC Community Health Assessment, the Epi Team, and also the Vital Records Section.

#### **Public Health Preparedness & Response –**

Ms. Quintana Stewart presented the report on Emergency Response & Communications. This program actually came about partially as a result of the events on September 11, 2001 and the anthrax release later that Fall. The NCPH Preparedness and Response Program, became effective in the Fall of 2002. Ms. Stewart reported on the many different areas of her job, such as: Agreement Addenda, Core Responsibilities, Community Coordination and Engagement, Preparedness Training & Exercises, Community Education, etc. Ms. Stewart stated that her greatest successes have been in dealing with the Flu Clinics, enhanced relationship with the 2 hospitals in the area, exceeding the exercise requirements, and the CDC Pan Flu Workshop. She feels that her greatest challenges have been with coordination with local first responders, and the staff turnover in the State Office of Preparedness.

### **Other Business:**

#### **Public Health Month Reception –**

Ms. Ademoyero reported that April 7-13, 2008, is the Celebration of National Public Health Week. The health department will be celebrating Public Health Month and (Week), by having a reception on Wednesday, April 9, 2008, in Meeting Rooms 1 & 2, from 4:00 p.m. to 5:30 p.m. Health Department Staff, Board of Health, County Manager, County Commissioners, and Elected Officials are invited. There will also be an Employee Appreciation Breakfast and Public Health All-Star Award Ceremony, on Friday, April 11, 2008. This will take place, beginning at 7:30 a.m., and ending around 9:30 a.m., in Meeting Rooms 1, 2, & 3. The Board of Health is also invited to attend the breakfast, along with the staff. There will be four different Lunch and Learn Movie Sessions that will be taking

place during the month of April. All of these sessions will be held in Meeting Room 2, at the health department, from 11:00 a.m. to 1:00 p.m. The titles of both of these movies and the dates are as follows:

“An Inconvenient Truth”, Tuesday, April 8<sup>th</sup>  
Friday, April 25<sup>th</sup>

“Blue Vinyl”, Friday, April 18<sup>th</sup>  
Tuesday, April 29<sup>th</sup>

**Board of Health Retreat Reminder –**

Dr. Monroe reminded the board of the Retreat that will be taking place on Saturday, April 26, 2008. The meeting will take place in the Board Room. A Continental Breakfast will be served around 8:00 a.m. with the meeting beginning around 9:00 a.m. Lunch will be served mid day, and the meeting will end approximately around 3:00 to 4:00 p.m. Dr. Jeffers and Ms. Nancy Hardie will be unable to attend the retreat, due to other obligations that day.

Dr. Monroe mentioned that the Health Education Book Guides that were distributed to the board was printed in English and Spanish. Employees in Preventive Health distribute these guides to various health fairs and classes that are taught by the division.

**Adjourn:**

After all business had been discussed, Dr. Calvert Jeffers made a motion to adjourn, and Ms. Linda Petrou seconded the motion. The meeting was adjourned at 7:30 p.m.

Dr. C. Timothy Monroe  
Secretary to the Board

CTM/tjb

