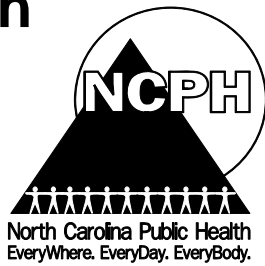


# Forsyth County Board of Health



- 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

August 6, 2008

#### MEMBERS PRESENT

Dr. Ricky Sides, Vice-Chair  
Ms. Linda Petrou  
Mr. Randall Kale  
Dr. James K. Doub  
Ms. Nancy Hardie  
Ms. Jane Bradner Mosko  
Dr. Calvert Jeffers  
Mr. Beaufort Bailey  
Dr. Willard McCloud

#### STAFF PRESENT

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

#### MEMBERS ABSENT

Ms. Vera Robinson, Chair  
Dr. Paul Salisbury

#### **Call to Order:**

On Wednesday, August 6, 2008, the Forsyth County Board of Health held their regular scheduled meeting in the Board Room at the Forsyth County Department of Public Health. Dr. Ricky Sides, Vice Chair, presided and called the meeting to order at 5:30 p.m.

#### **Consideration of Minutes:**

The minutes of the July 28, 2008 Board of Health Retreat, were reviewed by the Board. Upon motion by Dr. Doub, and a second by Mr. Kale, the minutes were approved as presented by the Board of Health.

#### **Old Business:**

#### **North Carolina Electronic Disease Surveillance System – Overview:**

Ms. Ayo Ademeyero, Director of the Surveillance Division, presented a brief overview of the Electronic Disease Surveillance System that the State of North Carolina has implemented. This is a valuable system, with various useful capabilities, which the Health Department has been awaiting for years. Forsyth has served as one of the pilot counties for the system. It is a centralized system for disease reporting that will significantly improve the timeliness, completeness, and accuracy of reportable disease information in North Carolina. The first phase included General Communicable Diseases, Sexually Transmitted Diseases, and Vaccine-Preventable Diseases. The next phase will include HIV and Syphilis. This should be in place by the end of the calendar year. There will be 21 Health Department Employees trained on this program.

### **Consideration of Bylaws Revisions:**

Dr. Monroe and the board discussed the recent revisions to the Bylaws. The proposed revision was distributed to the Board members prior to the meeting and at the meeting as well. A copy of the proposed revision is included as an attachment to these minutes. Ms. Linda Petrou made a motion to accept the revisions as presented, and Ms. Jane Bradner Mosko seconded the motion. The Board agreed to accept the revisions by majority vote.

### **Consideration of Policy on Policies:**

Dr. Monroe presented a new policy that the Management Team has developed. The Accreditation Process has been one stimulus for development of the Policy on Policies. The proposed policy was distributed to the Board members prior to the meeting and at the meeting as well. A copy of the proposed policy is included as an attachment to these minutes. After reviewing the policy, Dr. Petrou made a motion to accept the policy, and Dr. Jeffers seconded the motion. The Board agreed to accept the policy by majority vote.

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

Dr. Monroe reported to the Board that the Accreditation Process is still going on. They are continuing their regular meetings with Lucinda Brogden.

### **New Business:**

#### **Consideration of revised departmental fee structure:**

Dr. Monroe went over the Commissioners' resolution that was adopted in October 1987, which authorizes the Health Director to revise fees that have been officially approved as long as the changes are cost based and after public posting and notice for 10 days. A complete written report of all current fees and proposed changes was provided to the Board members at the meeting and is included as an attachment to these minutes. The list reflects fees for: Food Services, Soil Site Applications/Revisits/Redraws, Septic Tank Systems, Wells, Swimming Pools, Travel and Immunizations, and Cleveland Avenue Dental Center. This list also consisted of the proposed revised fees within the department as well as new fees. After careful examination and consideration of the listing of proposed fees, Mr. Kale made a motion to accept the fee changes and Dr. McCloud seconded the motion. The Board voted to accept the revised fees structure.

Dr. Monroe advised the Board that the staff will now notify the Commissioners regarding the changes in existing fees and present the new fees to the commissioners for their approval.

#### **Consideration of Annual Work Calendar:**

Dr. Monroe presented the Annual Work Calendar for the Board, the Health Director, and the Division reports for the June 2008, through May 2009 work year. A copy of the Calendar is included as an attachment to these minutes. The board discussed the revisions to the calendar. A motion was made by Dr. Jeffers to accept the revisions, and Dr. McCloud seconded the motion. The board accepted the new calendar by majority vote.

### **Other Business:**

#### **Reminder of Lead Summit:**

Dr. Monroe reminded the Board that the Lead Summit will be on Tuesday, September 9, 2008, at the Main Library, downtown. CHANGE asked Departmental staff to join them in an effort to more effectively address childhood lead exposure in Forsyth County. Staff were already in the process of exploring the possibility of a Board of Health rule to address lead exposure through a housing-based approach as recommended by the CDC. Dr. Monroe, Bob Whitwam, Lynne Mitchell, Ayo Ademoyero, and Peggy Lemon have at times variably met with CHANGE representatives to seek a common approach. As a result of this work, staff will be developing a model Board of Health Rule for purposes of discussion at the Lead Summit. An outline/draft of that model rule will be presented to the Board for information at the September Board meeting prior to the Summit. Although there may result from this process a recommendation by CHANGE to the Board for the development of a rule, final drafting and consideration of any proposed rule will occur later this fall at the earliest.

**Committees:**

No reports at this time

**Adjourn:**

After all business had been discussed, Dr. Jeffers made a motion to adjourn, and Ms. Jane Bradner Mosko seconded the motion. The meeting was adjourned at 6:40 p.m.

Sincerely,

Dr. C. Timothy Monroe  
Secretary to the Board

CTM/tjb