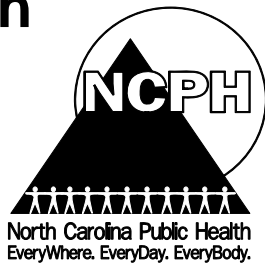


# Forsyth County Board of Health



- 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 1, 2009

### MEMBERS PRESENT

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

### STAFF PRESENT

Dr. C. Timothy Monroe  
Ms. Cynthia Jeffries  
Ms. Tommie Bowen  
Mr. Bob Whitwam  
Ms. Jackie Boggs  
Ms. Ayo Ademoyero  
Ms. Quintana Stewart  
Ms. Collette Chalmers  
Ms. Jennifer Staten

### MEMBERS ABSENT

None

### **Call to Order:**

On Wednesday, April 1, 2009, 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. Vera Robinson, Chair, called the meeting to order at 5:30 p.m.

### **Swearing-In of Reappointed Members:**

Ms. Nancy Hardie and Dr. Paul Salisbury were both sworn-in. This is Ms. Hardie's third term, which will expire January 2012. This is Dr. Salisbury's second term, which will expire January 2012.

### **Consideration of Minutes:**

The minutes of the March 4, 2009, Board of Health Meeting were reviewed by the Board. Upon motion by Dr. Calvert Jeffers, and a second by Mr. Beaufort Bailey, the minutes were approved by the Board of Health.

**Public Comment on Agenda Items: No one asked to be recognized.**

## **Old Business:**

### **Accreditation Process Update:**

Dr. Monroe reported that the final Health Department Self Assessment Instrument, (HDSAI) was officially sent out this afternoon. He also reminded the Board that the dates for Accreditation are June 16, 17, and 18, 2009. Dr. Monroe asked to have Board representation on Thursday, June 18<sup>th</sup>, from 8:30 a.m. to 9:15 a.m. He stated the he would need at least 2 to 3 representatives from the Board of Health to be interviewed. The board decided that Ms. Vera Robinson, Dr. Ricky Sides, and Mr. Beaufort Bailey serve as representatives that morning.

Dr. Monroe stated that the Management Team will be reviewing the HDSAI document between now and the Accreditation site visit date.

### **Report of activities related to Lead Rule:**

Mr. Bob Whitwam, the Director of Environmental Health, reported on the Childhood Lead Poisoning Activities, for the month of March 2009. Copies of this report were distributed to all of the Board members. He also reported that a Lead Safe Work Practice Class will be held on May 13, 2009, from 8:00 a.m. to 4:00 p.m., at the Health Department.

### **Board Training – July 18, 2009:**

The Board is going to participate in the Local Board of Health Orientation Training that will be held on Saturday, July 18, 2009, in Greensboro. ECU will be providing the training, and the time is 10:00 a.m. to 2:00 p.m. This training session will be held at the Health/DSS Building in Greensboro, located at 1203 Maple Street. It will cover general health department information according to the NC General Statutes and a legal update. The training will satisfy our obligation to the Consolidated Agreement for BOH Training, and selected Accreditation benchmarks.

## **New Business:**

### **Bad Debt Write-Off:**

Ms. Cynthia Jeffries presented a report concerning Bad Debt Write-Off. There is a total amount of \$13,473.72 that the department has been unable to collect representing amounts from our clinics covering a time period of 2004-2009 in the amount of \$11,562. The detailed report has been presented to Dr. Monroe but confidentiality requires that copies not be circulated to the Board. In addition, insufficient funds from checks received in the dental clinic, pharmacy and clinics for 2007-2008 represent \$1,911.72 . The un-collectibles from the clinics are flagged in our system and if the client returns to the clinic they will be asked to pay on the previous debt. The bad checks, after being sent to the County Attorney's office and repeated attempts made to collect, are deemed to be bad debts. Both the insufficient checks and non-payment of fees in our clinics, primarily family planning, are requested to be written off our books. After discussion about collection methods and using outside vendors for collection, Dr. Ricky Sides made a motion to accept the Bad Debt Write-Off report, and Ms. Linda Petrou seconded the motion. The motion passed unanimously.

**Division Report – Surveillance Unit:**

Ms. Ayo Ademoyero, the Epidemiology and Surveillance Director, presented a very detailed and informative Division Report for 2009. Copies of this report were distributed to the board members. The report consisted of information concerning Communicable Disease Control, Vital Records, N.C. Child Fatality Prevention System, and Emergency Response and Communications. Ms. Ademoyero showed a DVD of the October 2007 Hanes Mall Shooting Exercise Documentary. A copy of the presentation is attached as part of these minutes.

**Other Business:**

Dr. Salisbury requested that the Board discuss the issue of the County Commissioners stated interest in taking away the Board of Health’s authority over the Health Director. After much discussion, the Board decided to compose a letter/invitation to the County Commissioners to come together with the Board of Health for a meeting and discussion of the relationship between the two Boards. Basically, the purpose of this would be, to get to know each other better. For background and information, Dr. Monroe presented a copy of GS 153A-77., concerning the Authority of Boards of Commission in certain counties over the management of the departments of public health, social services, and mental health services.

**Committee Reports:**

None at this time

**Adjourn:**

Dr. Calvert Jeffers made a motion to adjourn, and Dr. Lee Salisbury seconded the motion. By majority vote, the meeting was adjourned at 8:00 p.m.

Sincerely,

Dr. C. Timothy Monroe  
Secretary to the Board

CTM/tjb