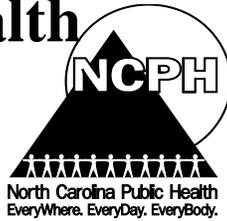


Forsyth County Board of Health



- Mr. J. Phil Seats, R.Ph., MBA, Chair
- Mr. John Davenport, Jr., PE, Vice Chair
- Dr. B. Keith Cash, OD
- Dr. Calvert Jeffers, DVM
- Ms. Amanda Kistler, RN
- Dr. Charles F. Massler, DDS, M.Ed.
- Ms. Heather Parker
- Dr. Peter Robie, MD
- Dr. Scott E. Schroeder, DVM
- Dr. Ricky Sides, DC
- Ms. Gloria D. Whisenhunt, County Commissioner

BOARD OF HEALTH MINUTES December 6, 2017

MEMBERS PRESENT

Mr. J. Phil Seats
Dr. Keith Cash
Dr. Calvert Jeffers
Ms. Amanda Kistler
Dr. Charles Massler
Ms. Heather Parker
Dr. Peter Robie
Dr. Scott Schroeder
Dr. Ricky Sides

MEMBERS ABSENT

Mr. John Davenport
Ms. Gloria Whisenhunt

GUESTS PRESENT

Ms. Phyllis Russell, County Budget Office

Call to Order:

On Wednesday, December 6, 2017, the Forsyth County Board of Health held its regularly scheduled monthly meeting in the Boardroom at the Forsyth County Department of Public Health (FCDPH). Mr. J. Phil Seats called the meeting to order at 5:32 p.m.

Consideration of Minutes:

The minutes of the November 1, 2017 Board of Health (BOH) meeting were reviewed by the Board. Mr. Seats asked for a motion to approve the minutes. Dr. Charles Massler made a motion to approve and Ms. Heather Parker seconded. The minutes were approved.

Public Comment Section:

No comments

STAFF PRESENT

Mr. Marlon Hunter
Ms. Lorrie Christie
Ms. Sandra Clodfelter
Ms. Glenda Dancy
Mr. Daniel Lemons
Mr. Tony Lo Giudice
Ms. Denise Price
Ms. Marie Stephens
Ms. Quintana Stewart
Mr. Patrick Daugherty
Ms. Ethel Evans
Mr. Craig Faircloth
Ms. Felicia Lovett

Health Director's Comments – Mr. Marlon Hunter reported the following:

- Each year we present our debt that should be written off. We brought a document at the last meeting showing \$40,000 in debt - that \$40,000 was a combination of four years - it is roughly around \$9,500 per year of debt write-off around Family Planning. We are using NC Debt Set-off. The Board voted at the last meeting to move forward with a collection agency but it is a requirement by Title X that we cannot use a collection agency and have to write the debt off. Mr. Hunter told Board members that we need to revote to write the debt off. Mr. Seats suggested the motion that was passed at the last meeting be voided. Ms. Parker made a motion to rescind the last motion made at the last meeting that we use a collection agency - seconded by Dr. Keith Cash - all members agreed. Ms. Parker and Dr. Scott Schroeder then made a motion to write-off the Family Planning current debt balance - seconded by Dr. Massler - all members agreed.
- We need to do a work plan for community outreach each year. In April, during Public Health month, we will roll out our Community Health Assessment and invite community members (three priorities were identified - chronic disease, behavioral health and infant mortality). We also want to have a Health Fair - we have a playwright who will be doing a play for us - this will highlight the arts in our community. We have a draft proposal and Winston-Salem State University (WSSU) will partner with us by letting us use their auditorium. The play will cost \$10,000 to produce. Community partners have committed \$3,500, leaving Public Health with a \$5,000 balance. Mr. Hunter asked for a vote from the Board, to move forward with the play. Before voting, Board members asked questions about the playwright, budget options for the play (i.e. money from the State, KB Reynolds, etc). Mr. Hunter responded that the State budget has not been approved to date for the Pregnancy Care Management and Care Coordination for Children programs. KB Reynolds has funded us with the Nurse-Family Partnership Program and we were recently awarded \$418,000 for the next three years for our Dental Sealant Project in Title I schools, in partnership with the school system. The playwright is Mr. Garrett Davis (GDavis Productions). Mr. Seats said we need to look at the promotion piece, to make sure we draw people in to see the play and Mr. Hunter responded that Mr. Davis will work to help promote the play. After discussion, a motion was made by Dr. Sides and seconded by Dr. Cash to move forward with the contract with Mr. Davis to do the play without community partners - all Board members were in favor - the motion was carried.
- Gave a brief presentation on the new Infant Mortality data stating that for the first time, Hispanic rates passed African American rates. He added that the disparity is declining between white babies and black babies. Forsyth County rates are slightly lower than the State rates. A lot of our programs have centered around the African American community - we need to target Hispanic families as well and continue to pay attention to white families as well. Dr. Massler commented that Forsyth rates have been higher than some of the large counties and Mr. Hunter responded we are still above all the other large counties. Dr. Massler asked what can we do to reduce our rates and Mr. Hunter responded we need to provide a more targeted approach with our programs. Dr. Peter Robie asked about transportation issues and Ms. Glenda Dancy responded, we have some transportation here at the department but there are access issues. Mr. Hunter spoke about deaths due to unsafe sleep/co-sleeping, adding that the Child Fatality Prevention Team reviews these regularly. Forsyth County is ranked number 43 out of 100 counties. Mr. Hunter said he will present again when the new numbers are released in 2018 (copy of presentation on file in the Administrative Binder).

New Business:

Flu Update - Ms. Felicia Lovett, Immunization Manager reported that NC has had five flu deaths since October, none in Forsyth County (2 of them over 65 years old). There have been no increased absences in schools. The department has given 4,000 flu shots since October 1st - 500 fewer than last year. They still have plenty of vaccine to give, up to May.

Board of Health Rule Authorizing Mosquito Control - Mr. Daniel Lemons, Environmental Health Director, reviewed the existing Board of Health Rule Authorizing Mosquito Control with Board members. He stated that the department offers no recommendations for change to the rule at this time. Mr. Lemons asked for the Board's approval of the recommendation for no change. Dr. Robie made a motion to reaffirm the existing Board of Health Rule Authorizing Mosquito Control with no changes and Dr. Massler seconded - the remaining members agreed and the motion was carried to approve the existing rule (copy of handout on file in the Administrative Binder).

Policy on Policies - Ms. Quintana Stewart explained that the Policy on Policies was a standard guide on how we write policies. She added we have to approve policies and plans for agency staff. She asked Board members for a vote to approve the policy. Dr. Massler made a motion to approve the Policy on Policies and Dr. Sides seconded. All other members agreed and the motion was carried to approve the policy.

Tobacco Policy - Ms. Stewart asked the Board for a vote to approve the current policy. Dr. Massler made a motion to approve and Dr. Sides seconded. All other members agreed and the motion was carried - the motion did not expand to include all facilities where we do not offer health services.

Staff Training - Staff Recruitment and Retention Plan - Ms. Stewart told Board members that this policy is to ensure fair treatment to all persons seeking employment or currently employed with Forsyth County. It is Forsyth County's policy to offer equal job opportunity for employment, training, and advancement to all qualified persons without regard to age, race, color, religion, sex, national origin, disability, or any other factor that is not reasonably related to job performance. All human resource actions such as compensation, benefits, promotions, transfers, dismissals, and training are to be administered in a non-discriminatory manner.

Ms. Stewart asked for the Board's vote and approval of the policy. Dr. Massler made a motion to approve the policy and Dr. Cash seconded. All other members agreed and the motion was carried to approve the policy.

Old Business:

Mr. Hunter spoke about the Cansler Consultant's Report that was completed, saying it was presented at the Commissioner's Briefing and it spoke really well about the department. He was pleased that it put our work in a positive light!

Committee Reports:

Adjourn:

Before adjourning, Mr. Seats thanked everyone for their good work and said the Cansler Consultant's Report speaks to that. He added it is the staff that makes the Board work.

Mr. Seats asked for a motion to adjourn. All members unanimously agreed. The meeting adjourned at 6:55pm.



Marlon B. Hunter
Secretary to the Board
MBH/lgc