

Forsyth County Board of Health



- Vera S. Robinson, OTR, Chair
- Dr. Ricky Sides, DC, Vice-Chair
- Beaufort O. Bailey
- Dr. B. Keith Cash, OD
- Judi C. Chandler
- 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 December 6, 2006

MEMBERS PRESENT

Ms. Vera Robinson
Dr. Ricky Sides
Dr. Keith Cash
Ms. Nancy Hardie
Dr. Paul Salisbury
Mr. Randall Kale
Dr. Calvert Jeffers
Dr. Willard McCloud
Mr. Beaufort Bailey
Ms. Jane Bradner Mosko
Ms. Judi Chandler

STAFF PRESENT

Dr. C. Timothy Monroe
Mr. Matt Dyson
Ms. Tommie Bowen
Ms. Lynn Kelly
Ms. Kim Middleton
Ms. Deborah Massenburg

MEMBERS ABSENT

On Wednesday, December 6, 2006, the Forsyth County Board of Health held its regularly scheduled meeting in the Board Room at the Forsyth County Department of Public Health. Vera Robinson, Chair, presided and called the meeting to order at 5:45 p.m.

Approval of Minutes: Minutes of the November 1, 2006 Board of Health Meeting were reviewed by the Board. Upon motion by Dr. Jeffers and a second by Dr. Cash, the minutes were approved as presented by the Board of Health.

Old Business:

Dr. Monroe presented a Draft of the Decision in the Matter of Appeal of the Recreation Club of Brookcliffe. Upon motion by Dr. Sides and a second by Judi Chandler, the Draft was accepted and approved by the Board. Dr. Monroe stated that an original will be drawn up and signed by Ms. Robinson. The Decision will be sent to the appropriate persons.

Each Board member received a packet of information dealing with the Forsyth County Department of Public Health's assessment of the Cleveland Ave. Dental Clinic. A copy of the document is attached to and included as part of these minutes. Following a request of North Carolina Baptist Hospital, the Health Department has been evaluating the feasibility of assuming the operations of the Dental Clinic. The hospital has offered the Health Department use of the facility at an annual lease rate of \$1.00 and has offered to donate all of the existing equipment. The Health Department staff and the leadership of the local private dental community agree that the services currently provided by the clinic are critical and should be preserved, and that the Health Department is the most appropriate entity to provide those services if the Hospital can no longer do so. The Health Department staff propose that the Department can effectively and efficiently administer and manage the Cleveland Avenue Dental Clinic within the revenues generated from the

operations and the additional funds it receives through the annual Medicaid Cost Settlement. Other Health Departments in the State have successfully done so. Matt Dyson presented and explained the proposed budget for such operations, illustrating revenues and operating expenses. A proposed transition for these responsibilities would be July 1, 2007. After extended discussion, upon appropriate motion and second, the Board voted unanimously to recommend to the County Commissioners that the Health Department be allowed and supported by County Government to assume management and administrative responsibilities of the Cleveland Avenue Clinic as proposed by the staff. A memorandum to this effect will be sent by Ms Robinson and Dr. Salisbury to Mr. Dudley Watts and Ms. Gloria Whisenhunt.

New Business:

The Board discussed the process of electing new officers. Dr. Cash made a motion that the Board retain the same Chair. Judi Chandler made a motion that they also retain the same Co-Chair. Upon appropriate second, the Board voted to retain the same officers; Vera Robinson and Dr. Sides. However, The Board instructed Dr. Monroe to review the bylaws to determine if this process is consistent with the bylaws or if another process (e.g., appointment of a nominating committee) is necessary.

Matt Dyson presented the Division of Administration Report. Administration is responsible for administering a \$19.6 million department budget, and a \$2.5 million division budget. Administrative Service's responsibilities consist of Budget, Finance, Systems Management, Medical Records, Facilities, Human Resources, and Vital Records.

Update on upcoming Management Team vacancy: Dr. Hale will be retiring as of January 1. When the Medical Director position is filled, the responsibility of supervising the Pharmacy and Laboratory Directors will be gradually transferred to the new incumbent.

Other Business:

Dr. Monroe conducted the Board of Health in their Training Module: Section 3, Part 2: Roles and Responsibilities. This training consisted of a Power Point Presentation and discussion.

Committee Reports:

There were no Committee Reports this month.

The meeting was adjourned at 7:55 p.m.

Respectfully Submitted,

Dr. C. Timothy Monroe
Secretary to the Board

CTM/tjb