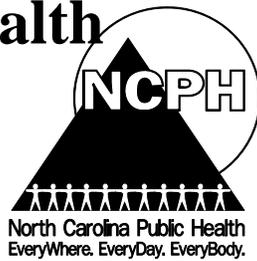


Forsyth County Board of Health



- Dr. Linda L. Petrou, PhD, Chair
- Dr. James K. Doub, OD, Vice Chair
- Ms. Judy Briggs
- Mr. John Davenport, Jr., PE
- Ms. Carrie D. Fernald, RN
- Dr. Charles F. Massler, DDS, M.Ed.
- Dr. Willard L. McCloud, Jr., MD
- Dr. Scott E. Schroeder, DVM
- Mr. J. Phil Seats, R.Ph., MBA
- Dr. Ricky Sides, DC
- Ms. Gloria D. Whisenhunt, County Commissioner

BOARD OF HEALTH MINUTES March 22, 2014

MEMBERS PRESENT

Dr. Linda Petrou, Chair
Dr. James Doub
Ms. Judy Briggs
Mr. John Davenport
Ms. Carrie Fernald
Dr. Charles Massler
Dr. Scott Schroeder
Mr. J. Phil Seats
Dr. Ricky Sides
Ms. Gloria Whisenhunt

MEMBERS ABSENT

Dr. Willard McCloud

STAFF PRESENT

Mr. Marlon Hunter
Ms. Lorrie Christie
Ms. Lynne Mitchell
Ms. Quintana Stewart
Mr. Robert Whitwam

Call to Order:

On Saturday, March 22, 2014, the Forsyth County Board of Health (BOH) held its Board of Health Retreat in the Board Room at the Forsyth County Department of Public Health (FCDPH). Dr. Linda Petrou, called the meeting to order at 9:02 a.m. and welcomed Board members and staff.

Public Comment Section:

Dr. Petrou asked each Board member to introduce themselves and tell why they wanted to be a Board member. Staff also introduced themselves and told why they were there.

There were no members of the public present.

Health Director's Comments:

Mr. Marlon Hunter welcomed Board members to the retreat. He gave a brief update of his time here at the department, adding that he appreciates the opportunity. Mr. Hunter made mention that there was a new Proposed Medicaid Reform and told Board members that he would send the information to them. In giving a brief dental clinic update, Mr. Hunter told Board members that the department has gone through a lot of issues and are going through discussions regarding the

dental clinic. He added over the past five years the dental clinic has made a profit. Lastly Mr. Hunter mentioned that a new Dental Coalition has been formed in the community. Kate B. Reynolds (KBR) Charitable Trust did a community scan and said they would like for the department to keep the dental clinic and they will give us grant funds to help us.

Accreditation Update – Ms. Quintana Stewart gave a detailed presentation on the accreditation process and was very pleased to announce that the department had survived the accreditation site visit the last week of February and thanked Dr. Petrou for her interview. She told the board that the Site Visit Team recommended the department for reaccreditation and we will receive the official documentation in June. Ms. Stewart added that this reaccreditation was a lot tougher than our original accreditation. The Site Visit Team was impressed with our overall facility, our color-coded cards in English and Spanish and they liked our stairwell beautification. The team was very impressed with Environmental Health and Mr. Bob Whitwam – as part of their documentation, they look for several benchmarks and were impressed with Mr. Whitwam’s staff and how well organized they were. They were very impressed with the BOH and thought we had a great working relationship. As one of our partners, Mr. Robert Jones from the Downtown Health Plaza came over to be interviewed. The Site Team was very pleased with our partners. Ms. Stewart continued on to say there were 158 activities total that we were graded on and we missed 9. As part of her presentation, Ms. Stewart gave board members three handouts (the Site Visitor’s Report, Suggestions for Quality Improvement and a BOH Calendar of Events). On the actual Site Visit Report, Ms. Stewart highlighted the activities that were of interest to the BOH. Ms. Stewart discussed three activities that we missed with board members. This included activities 34.2 (annually review the Operating Procedures); 37.4 (review and approve the job description of the Health Director – she added she was sure this was done but we needed to show a signed copy); and 39.3 (review and approve the Health Department budget and fees – we bring this to the board every year but we have to show what we did it in the minutes – although we said it in the minutes, they were not detailed enough). Ms. Gloria Whisenhunt proposed we spend one whole meeting on the budget. Ms. Stewart added they tell you in the first report what you missed and in the second report they give you their recommendations how you correct it for when they come back in four years. Ms. Stewart continued on saying that one of the improvements in the Quality Improvement Plan was for us to come up with a BOH calendar of activities that we need to be monitoring. She went over the BOH calendar of events by month, indicating the activity and description and the documentation required, in preparation for our next accreditation process in four years. The Board members were very engaged as Ms. Stewart gave examples of things they could do as a Board to meet certain benchmarks such as showing they support some law, fostering community input regarding public health issues (by holding a town meeting, public forum, public hearing, media article, web postings, etc.). Ms. Stewart continued to go through the BOH calendar of events describing in detail what was needed in order for the board to meet required benchmarks for accreditation (copy of handouts on file in the Administrative Binder).

Board of Health Training – Mr. Bob Whitwam gave a powerpoint presentation highlighting the online and classroom training required for each board member when they join the BOH. The training is optional for board members who have already completed it. Mr. Whitwam also gave some other resource sites where board members could go on to read valuable information about public policy (copy of handouts on file in the Administrative Binder).

Committees – Ms. Lynne Mitchell shared with BOH members a list of Health Department Coalitions and Partner Agency Coalitions (copy of handout on file in the Administrative Binder). Board members discussed the different coalitions and it was noted that Dr. Petrou attends several coalition meetings, including the Behealthy Coalition, Infant Mortality Reduction Coalition (IMRC) and was involved in the Community Health Assessment (CHA) process. Dr. James Doub is on the School Health Advisory Council/School Health Alliance (SHAC/SHA) and Ms. Judy Briggs is on the Forsyth County Mental Health Collaborative. Dr. Petrou encouraged the

other board members to get involved in some of the coalitions (copy of handouts on file in the Administrative Binder).

Board members had lots of comments and discussion on different topics during the meeting. In conclusion, Dr. Petrou said she thought the retreat had been a good process.

Adjourn:

The meeting adjourned at 12:25 pm.

A handwritten signature in black ink, appearing to read "Marlon B. Hunter". The signature is written in a cursive style with a large initial "M".

Marlon B. Hunter
Secretary to the Board
MBH/lgc