

**Maricopa County  
Board of Health Meeting Minutes  
Admin Building  
301 W. Jefferson Street, 10<sup>th</sup> Floor  
Board of Supervisors Conference Room  
Phoenix, Arizona 85003  
3:00 p.m.  
July 24, 2006**

Ms. Adamic called the meeting to order at 3:07 p.m.

**ROLL CALL:**

**Members Present:**

Audrey Adamic  
Don Cassano  
Susanne Cook, R.N., Ph.D. (telephonically)  
James Giangobbe, M.D.  
Jim Vandeventer  
Pam Wight  
Brian McNeil\*  
Zuhdi Jasser, M.D.\*  
(\* arrived during the meeting)

**Members Excused:**

Supervisor Andrew Kunasek  
Brian Spicker

**Member Absent:**

Maclovia Zepeda

Ex-Officio: Bob England, M.D., M.P.H., Acting Director

Ms. Adamic welcomed everyone and announced that Dr. Cook is present and will participate telephonically.

**Approval of the June 26, 2006 Board of Health Meeting Minutes:**

*Mr. Cassano made the motion to approve the June 26, 2006 Board of Health meeting minutes with Mr. Vandeventer seconding the motion. The motion passed unanimously by six votes.*

Mr. McNeil arrived.

**Election of Officers:**

*Dr. Cook called for nominations for the President of the Board of Health for the next term. Ms. Wight nominated Ms. Adamic as president. Mr. Cassano seconded the motion. The motion passed unanimously by seven votes.*

*Ms. Adamic asked for nominations for Vice-President-Finance. Mr. Vandeventer nominated Mr. Cassano. The motion was seconded by Ms. Wight and passed unanimously by seven votes.*

*Ms. Adamic called for nominations for an At-Large Board of Health member for the Executive Committee. Mr. McNeil nominated Mr. Vandeventer. Mr. Cassano seconded the motion. The motion passed unanimously by seven votes.*

*Ms. Adamic called for nominations for the Physician At-Large member of the Executive Committee. Mr. Vandeventer nominated Dr. Giangobbe. Ms. Wight seconded the motion. The motion passed unanimously by seven votes.*

#### **Proposed 2006/2007 Meeting Schedule/Location/Annual Retreat 2007:**

*A motion was made to accept the 2006/2007 meeting schedule. The Board of Health will meet on the fourth Monday of every month with the exception of the May 21, 2007 meeting, which is the third Monday in May, because of the Memorial Day Holiday. The Board of Health will not meet in August 2006 or December 2006. The Annual Retreat is scheduled for Saturday, April 28, 2007. Mr. Cassano made the motion to approve the Board of Health schedule including the Annual Retreat date through July 23, 2007. Mr. Vandeventer seconded the motion. The motion passed unanimously by seven votes.*

#### **DISCUSSION ITEM:**

##### **Director's Report:**

Dr. England, Acting Director, Department of Public Health, addressed the Board with a Department update as follows:

##### **Public Health Emergency Management:**

We have established a stronger team relationship with the Arizona Department of Health Services (ADHS) through the Director, Susan Gerard. For example, ADHS has involved the county health departments in budget preparation decisions to an unprecedented degree. In return, the Department of Public Health is using carry-forward funds to purchase laboratory equipment to be used in the State lab. The state needed the equipment; the County benefits from the tests performed by the equipment; a great example of the new working relationship.

With our federal pandemic flu funding, we have initiated the following:

- A mortuary surge capacity plan is in process
- An RFP for a business continuity plan during an emergency is posted
- An RFP for an isolation/quarantine plan is posted
- The first Pandemic Influenza Advisory Committee meeting is scheduled for next month
- Incident command structure training is being provided to all Public Health employees

#### **STD Clinic:**

The STD program is fully staffed and provided services to approximately 1300 clients last month. A manufacturing shortage of bicillin, used throughout the U.S. to treat syphilis, is causing concern. Alternate treatments might be needed. The Department will always need to keep a small reserve for treatment during pregnancy.

#### **Heat Related Issues:**

We are collecting heat-related illness data to evaluate community interventions. Our statistics are not up to date because of the process involved in determining causes of deaths. As of July 10<sup>th</sup> we know of 27 individuals treated in emergency rooms, and three deaths. Three more deaths are under investigation. These numbers most likely represent a significant underestimate of actual cases.

#### **West Nile Virus:**

One positive case was reported last week with two more cases pending confirmation. The start of the West Nile Virus season is upon us.

#### **Miscellaneous:**

An update will be forthcoming on flu vaccine activities.

An impending issue involving the Family Planning program will also be brought to the Board soon.

A shorter version of the annual Employee Satisfaction Survey is anticipated in September.

Interviews for the Medical Director of the Clinical Services Division will begin next week. The list of applicants for the Deputy Director position also just arrived.

The new website is being developed, and will include a section on Board of Health activities. Dr. England asked Board members' approval for individual photos for the Board of Health website. Dr. Cook asked that the website be maintained and updated regularly to provide the best possible information for the public.

#### **2006 All Hands Meeting:**

The Annual 2006 All Hands Meeting is scheduled for Wednesday, November 29, 2006. Invitations and details will be provided as finalized.

Dr. Jasser arrived.

#### **Board of Health Meetings:**

Dr. England asked the Board members what type of presentations they prefer at monthly meetings. Ms. Adamic suggested Dr. England continue providing updates on current topics to keep the Board informed with selected issues highlighted in more detail each month. A request was made by Ms. Adamic for updates on the bicillin shortage. Mr. Cassano requested regular updates for the West Nile Virus season. Ms. Adamic requested updates on services to the homeless population. Ms. Wight asked for regular flu season updates and org charts for the Department. Dr. Jasser asked for monthly updates to be provided using the same template, and that these include: administrative issues, open positions, the number of positions currently in the recruitment process, financial reports, funding issues, and programmatic issues such as emergency management. Dr. Jasser would prefer that documents supporting reports be available at each meeting as a method of preparing for the next retreat. Dr. Jasser also requested Dr. England provide a continuing education report each month, if time allows.

It was suggested that Dr. England's template be distributed by E-mail with the usual monthly documents before each meeting.

Ms. Adamic asked why there was a dramatic increase in operating permit issues submitted from Environmental Services this month. No one was available to answer Ms. Adamic's question, but an answer was promised in advance of the next meeting.

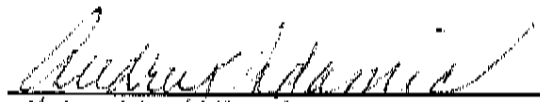
#### **CALL TO THE PUBLIC:**

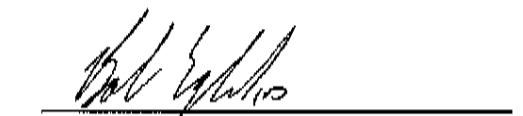
No member of the public was present.

#### **CURRENT EVENTS SUMMARY:**

Ms. Adamic congratulated Dr. Giangobbe on his recent editorial on obesity in the "Arizona Republic".

The meeting adjourned at 3:56 p.m.

  
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Audrey Adamic, Vice-President Finance

  
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Bob England, M.D., M.P.H., Acting Director

The minutes were transcribed and edited by Susan Attiah.