



Frederick County Board of Health

October 12, 2023

- I. Orientation for Liaisons (5pm)**
- II. Call to Order (6pm)** – Dr. Barbara Brookmyer, Health Officer for Frederick County
- III. Public Comments (6:00p.m. – 6:15 p.m. p.m.) - Members of the public will be given three (3) minutes to provide comments** - available to attendees in the room.
- IV. Approval of Minutes:** 5/18/2023 & 8/23/2023
- V. Presentation of Highlights from Frederick County Health Department FY23 Annual Report**
- VI. Old Business**
 - a. Orientation for liaisons - completed
- VII. New Business** - none
- VIII. Upcoming Meetings:** May, 2024
- IX. Adjourn**



Frederick County, Maryland

Orientation for Liaisons



BoH Liaison – Orientation

1. Board of Health

- Powers and duties
- Membership
- Rules of procedure
- Conflict of Interest

2. What is public health?

- Core functions
- 10 Essential Services
- Foundational public health services
- Critical vital signs
- Public health 3.0

3. Public health in Frederick County



An Act To Establish a Board of Health

- Frederick County Council passed legislation April 18, 2023 to establish a Board of Health and the County Executive signed it April 25 for an effective date of June 17, 2023.

- Under Md. Code Ann., Health-Gen. § 3-201(b), the county's "governing body" [Council + Executive] was its ex officio board of health, unless and until the county established a board of health. Under Health-Gen. § 3-306(c) the health officer is the executive officer and secretary of the county board of health.



Bill No. 23-06
Concerning: Establishing a Board of Health

Introduced: March 7, 2023
Revised: _____ Draft No. _____
Enacted: April 18, 2023
Effective: June 17, 2023
Expires: June 5, 2023
Frederick County Code, Chapter 1-2
Section(s) 900-905

**COUNTY COUNCIL
FOR FREDERICK COUNTY, MARYLAND**

By: Council Member Jerry Donald

AN ACT to: Establish a Board of Health in Frederick County.

Date Council Approved: 4/18/2023 Date Transmitted to Executive: 4/25/2023

Executive: Jurriaan Fitzgerald Date Received: 4/25/2023

Approved: ✓ Date: 4/25/23

Vetoed: _____ Date: _____

Date returned by County Executive with no action: _____

By amending:

Frederick County Code, Chapter, 1-2 Section(s) 900-905

Other: _____



Board of Health Powers and Duties

Chapter 1-2: Administration
Article XVIII. Board of Health

1. Have the powers and duties granted to a local board of health under State law including those provided in Title 3 of the Health-General Article of the Annotated Code of Maryland.
2. Assist and cooperate with the Secretary of the Maryland Department of Health in health-related matters, including behavioral health.
3. Have general responsibility for the health and sanitary interest of the people of the County including the investigation and study of the causes of disease, epidemics and nuisances affecting public health, behavioral health, the prevention of contagious diseases and the preservation of health.
4. Advise the County Executive and County Council on health matters including behavioral health.
5. Have the power to administer oaths, issue subpoenas and apply for injunctive relief.
6. At the request of the County Executive or a majority of the County Council, the Frederick County Health Officer (or their alternate) will convene a meeting of the Board of Health to review and make recommendations on any matter related to public health.



Board of Health Membership

Membership =

- ✓ The 7 County Council members
- ✓ The County Executive
- ✓ The Frederick County Health Officer

- ✓ Executive officer and secretary = the Frederick County Health Officer
- ✓ All members have full voting privileges



NEWLiaison Positions - Qualifications

Purpose: Liaisons shall serve as a resource, provide information and data, and answer questions as needed or requested by the Board of Health.

The Board shall appoint the following 6 liaisons:

- An Epidemiologist
- A nurse
- A mental health professional
- A veterinarian
- A member from the Frederick Chamber of Commerce, and
- One (1) person with a science related background



NEWLiaison Positions – Appointment Terms

- Liaisons shall be appointed and confirmed by a majority of the Board of Health
- Liaisons shall have no voting privileges, and will not be counted in determining the presence of a quorum
- Liaisons will serve without compensation.
- With the exception some of the initial appointments, the term of office of each of the members shall be for a period of three (3) years.
 - Of the initial 6 appointed liaisons,
 - 2 shall be appointed for a term that expires in 1 year,
 - 2 shall be appointed for a term that expires in 2 years, and
 - 2 shall be appointed for a term that expires in 3 years



NEW Liaison Positions – Appointment Terms, cont'd

- Liaisons may be reappointed but may not serve more than 2 full consecutive 3-year terms.
- Vacancies shall be filled on the same basis as the original appointments for unexpired terms and shall be filled with a person of the same or similar background of the liaisons being replaced.
- Liaisons shall continue in office until their successors are appointed and qualified.



Inaugural Liaison Cohort

1. Chamber of Commerce member – Dr. Diana P. Castiblanco
2. Epidemiologist – Dr. René F. Najera
3. Mental health professional - Dr. Alison Bomba
4. Nurse – Dr. Jennifer Cooper
5. Science related background – Dr. Sheila Johnson
6. Veterinarian – Dr. Michael E Schaden

Terms started 7/1/2023

- Nurse and person with a science background: 1-year term
- Mental health professional and Chamber of Commerce member: 2-year term
- Veterinarian and epidemiologist: 3-year term



Board of Health - Meetings

- The Frederick County Board of Health shall meet in May and October of each year and at any other time the Board considers necessary.
- Meetings shall take place at a Frederick County location which is open and accessible to the public.
- A majority of the members shall constitute a quorum for the transaction of business.
- Any motion of the Board requires the affirmative vote of at least five (5) members to pass.



Board of Health Rules of Procedure

I. Authority Maryland law establishes a Board of Health in each county. §§ 3-201 and 3-202 of the Annotated Code of Maryland, Health General Article establishes the requirement that each county have a Board of Health (BOH).

II. Purpose The local Board of Health may adopt and enforce rules and regulations on any nuisance or cause of disease in the county as long as these are not contrary to and are at least as stringent as existing State laws, rules and regulations. The board may adopt guidelines and recommendations to express its current thinking on health-related topics pertinent to Frederick County, and to provide policy guidance for other entities. The guidelines and recommendations are advisory only and do not have the force and effect of law.

III. Members

IV. Meetings

V. Meeting Agendas

VI. Board of Health Minutes

VII. Public Participation at Meetings

VIII. Rules and Regulations

IX. Amendments to the Rules of Procedure

X. Books and Records

XI. Conflict of Interest



Rules of Procedure – Conflict of Interest

XI. Conflict of Interest

Any member of the Board of Health who has, or whose relative has, or who is employed by or associated with a firm or company which has a substantial financial interest in any decision of the Board of Health, shall make known such interest so that it is recorded in the minutes of the Board, and shall refrain from participating in any manner in such decision. The Frederick County Health Department shall not enter into any agreement with a member of the Board, or a relative of a member of the Board, or a firm or company which employs or is associated with a member of the Board, to provide equipment, materials, supplies, or services to the Board provided, however, such procedures shall not apply to an award of agreement after competitive bidding.

Examples of Regulations Established by BOHs in Maryland

Montgomery County:

- Tobacco/smoking prohibitions in restaurants; trans fat restrictions in food service facilities; menu-labeling for restaurant chains

Howard County:

- Tanning Facilities: Prohibits minors from using tanning beds without prescription; requires identification check; imposes sanitation requirements; requires warning signs; and more.

Talbot County:

- Countywide smoking ban, prior to the Statewide Clean Indoor Air Act

Worcester County:

- Regulation of body piercing



FC Board of Health Website

FrederickCountyMd.gov/BoardofHealth

Past meetings can be viewed in the [video archives](#) under "Other Boards and Commissions" on FCG TV website.

Proposed Regulations

- None

Current Regulations

- None

Past Regulations

- [BOH 01-2021](#)
- [BOH-01-2020](#)
- [BOH 02-2020](#)
- [BOH 02-2021, expired 2/12/2022](#)

Agendas

[Most Recent](#) / [View All](#)

Meeting Handouts

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Minutes

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Frederick County, Maryland



What is Public Health?

Public Health
Prevent. Promote. Protect.

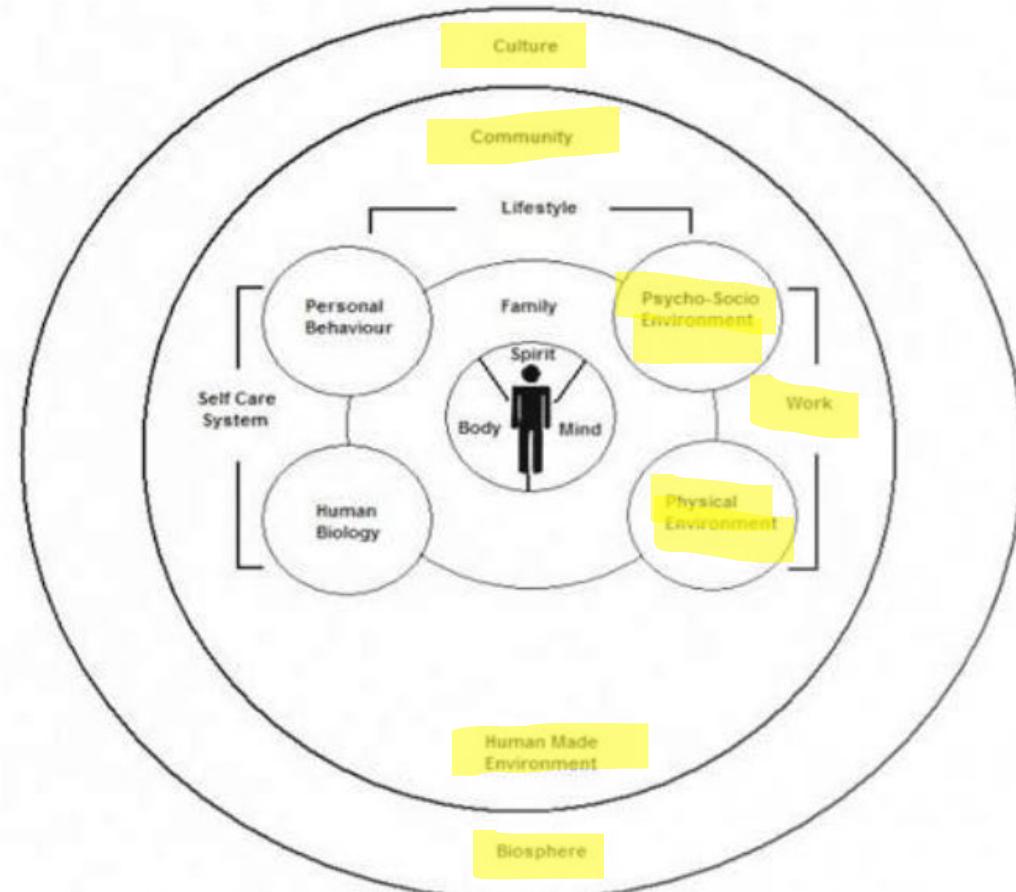
Frederick County Health Department



World Health
Organization

Definition of Health

Health is a state of complete physical, mental and social well-being and not merely the absence of disease or infirmity.



C. Everett Koop



Official portrait, 1980s

13th Surgeon General of the United States

“ Healthcare is vital to all of us some of the time, but public health is vital to all of us all of the time.

—C. Everett Koop (1916-2013)

”

What is Public Health

- ❖ Public health is "the science and art of preventing disease, prolonging life and promoting health through the organized efforts and informed choices of society, organizations, public and private, communities and individuals." (1920, C.E.A. Winslow)
- ❖ In 1988, the Institute of Medicine defined public health as the things a society does "to assure the conditions in which [all] people can be healthy."
- ❖ There are two characteristics of public health that differ from medicine:
 1. The focus of public health is on preventive rather than curative aspects of health
 2. The target audience for public health is on the population as a whole rather than on individual health issues (specific disease or injury)



Public Health

- Affects our daily lives
- Place matters
- Historically underfunded





Public Health in Frederick County

HISTORY — OF — FREDERICK COUNTY MARYLAND

FROM THE EARLIEST SETTLEMENTS TO THE BEGINNING
OF THE WAR BETWEEN THE STATES

BY

T. J. C. WILLIAMS

(AUTHOR OF A HISTORY OF WASHINGTON COUNTY)

CONTINUED FROM THE BEGINNING OF THE YEAR 1861
DOWN TO THE PRESENT TIME

BY

FOLGER MCKINSEY

(THE BENTZTOWN BARD)

DIPHTHERIA IN FREDERICK CITY.

From August, 1881, Frederick had been experiencing an excessive mortality from diphtheria. This disease was destroying on an average fifty children per annum, or 3 1-2 per cent. of the population of the city under ten years of age; and while there was great dissatisfaction at this state of affairs, and several spasmodic efforts had been instituted to detect the cause and arrest the further progress of this scourge, nothing of any practical value had been done.

During the first few weeks after my appointment, numerous verbal complaints were heard by me from the citizens of Frederick and its vicinity, and on August 25th the following letter was received, which is here given in full because it presents the prevailing sentiment of the community at that time, and because from this date was initiated your efficient action in seeking out the causes of that dreadful plague and inaugurating with the efficient aid of the City Health Department the measures which have effectually stamped it out.

LETTER FROM HON. MILTON G.
URNER.

Frederick, August 25th, 1886.

Dr. F. B. Smith, Health Officer for Frederick County:

Dear Sir: There are now within the "limits of your sanitary jurisdiction" in this city numerous cases of diphtheria—which is a "disease dangerous to the public health." As a citizen of Frederick, I call your attention to the prevalence of said disease in our midst, in the hope you will "immediately investigate the matter and take all proper steps for the restriction or suppression of said disease," as required by the Act of the General Assembly of Maryland, passed at the session of 1886, Chapter 21. I have the honor to be

Very respectfully yours,
MILTON G. URNER.

Diphtheria in Frederick County 1881 was "destroying on average fifty children per annum". Inaugurated City Health Department was told to "immediately investigate the matter and take all proper steps for the restriction or suppression of said disease."

Public Health 1.0

Public Health 1.0

- Tremendous growth of knowledge and tools for both medicine and public health
- Uneven access to care and public health

From 1880s to 1980s, public health provided services.



FCHD Dental Clinic trailer, circa 1950s.



Public Health 2.0

Public Health 1.0

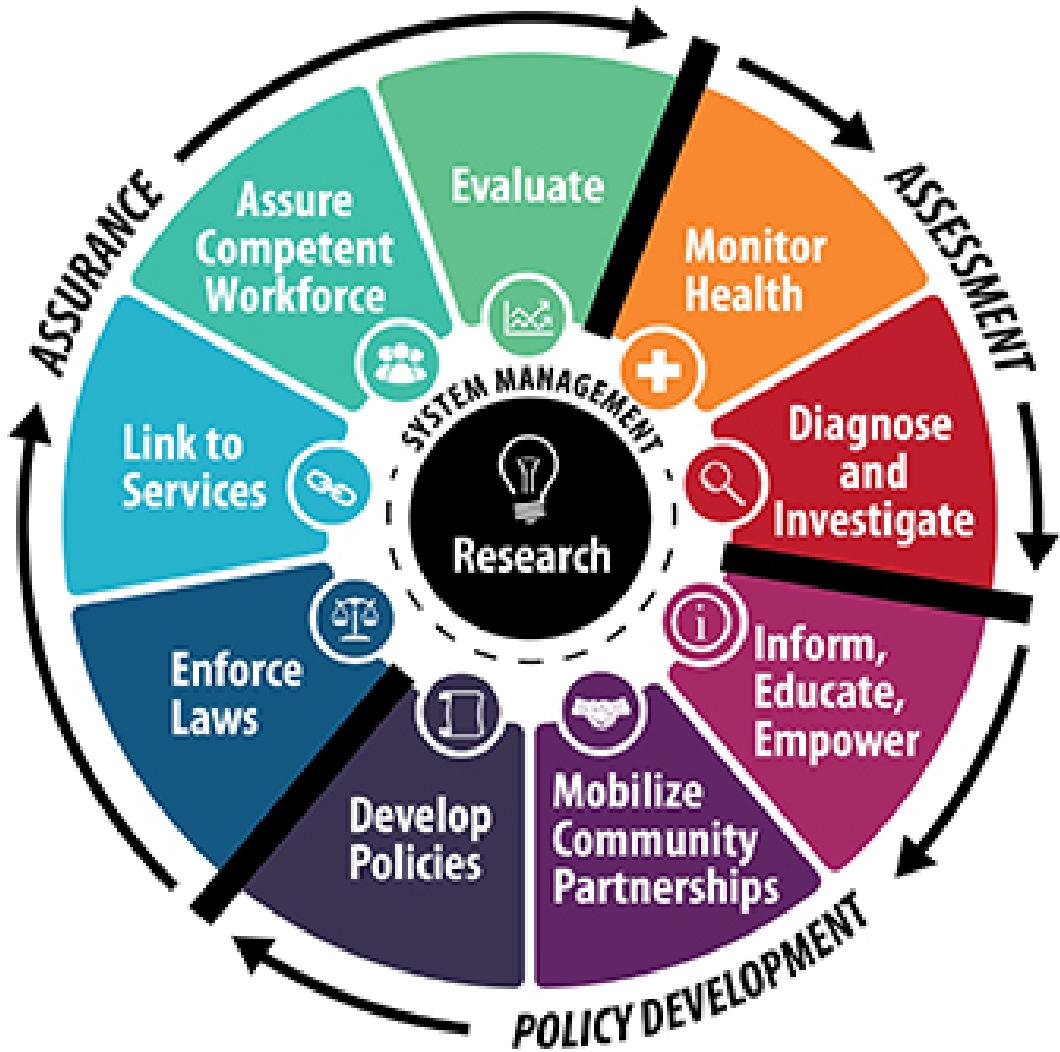
- Tremendous growth of knowledge and tools for both medicine and public health
- Uneven access to care and public health

Public Health 2.0

- Systematic development of public health governmental agency capacity across the United States
- Focus limited to traditional public health agency programs

1988 Institute of Medicine's *The Future of Public Health* report

Public Health 2.0: 10 Essential Services



1. Monitor health status to identify and solve community health problems.
2. Diagnose and investigate health problems and health hazards in the community.
3. Inform, educate and empower people about health issues.
4. Mobilize community partnerships and take action to identify and solve health problems.
5. Develop policies and plans that support individual and community health efforts.
6. Enforce laws and regulations that protect health and ensure safety.
7. Link people to needed personal health services and assure the provision of health care when otherwise unavailable.
8. Assure a competent public and personal health care workforce.
9. Evaluate effectiveness, accessibility and quality of personal and population-based health services.
10. Conduct research for new insights and innovative solutions to health problems.

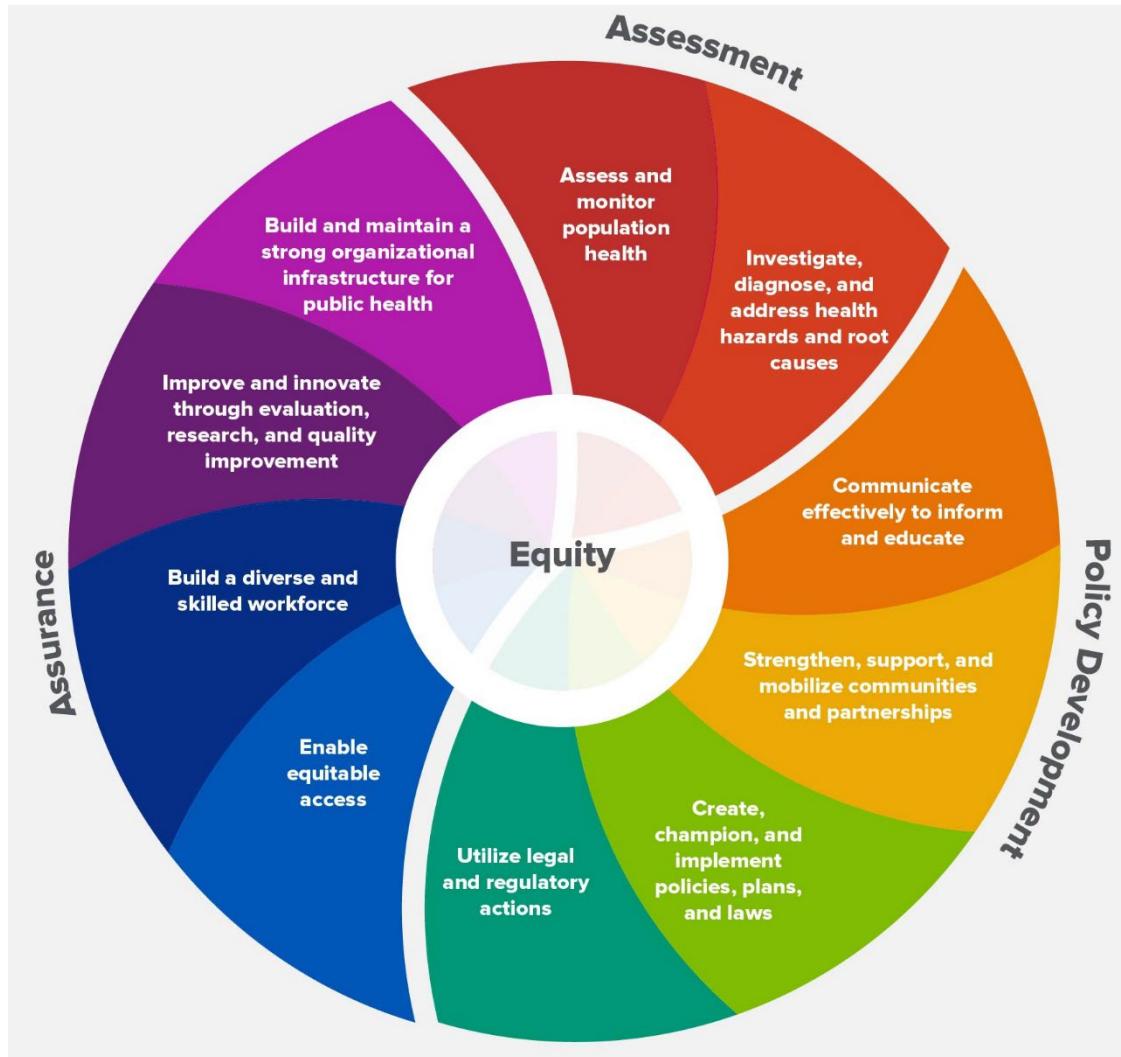
Public Health 3.0



- Issues addressed by Public Health 1.0 and 2.0 have not gone away.
- The emergence of Public Health 3.0 focuses attention where it belongs: on ***health***, not limited to health care or health care delivery.
- Health Department role is of **Chief Health Strategist**

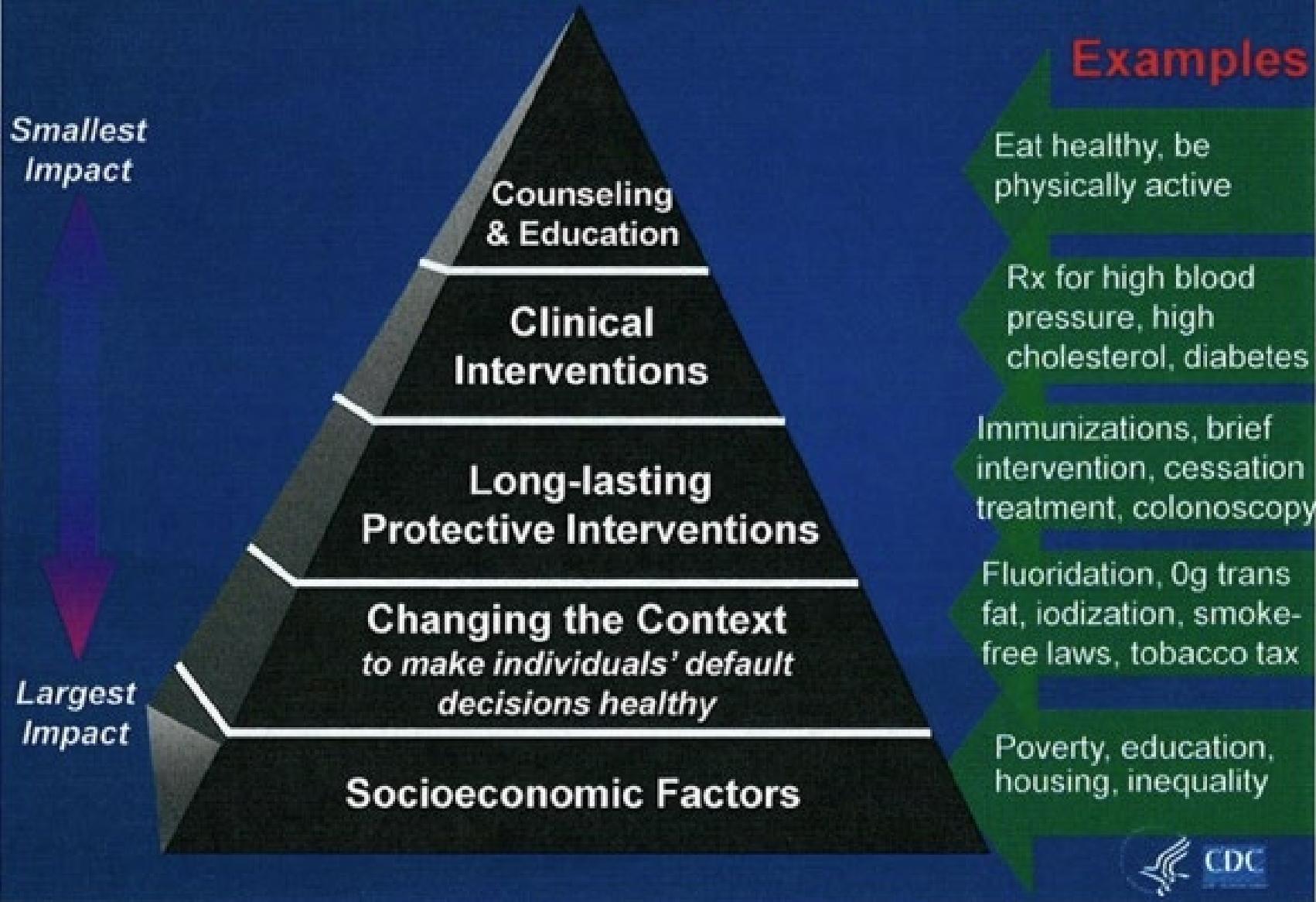


Public Health 3.0: 10 Essential Services *revised*



1. Assess and monitor population health status, factors that influence health, and community needs and assets
2. Investigate, diagnose, and address health problems and hazards affecting the population
3. Communicate effectively to inform and educate people about health, factors that influence it, and how to improve it
4. Strengthen, support, and mobilize communities and partnerships to improve health
5. Create, champion, and implement policies, plans, and laws that impact health
6. Utilize legal and regulatory actions designed to improve and protect the public's health
7. Assure an effective system that enables equitable access to the individual services and care needed to be healthy
8. Build and support a diverse and skilled public health workforce
9. Improve and innovate public health functions through ongoing evaluation, research, and continuous quality improvement
10. Build and maintain a strong organizational infrastructure for public health

Factors that Affect Health

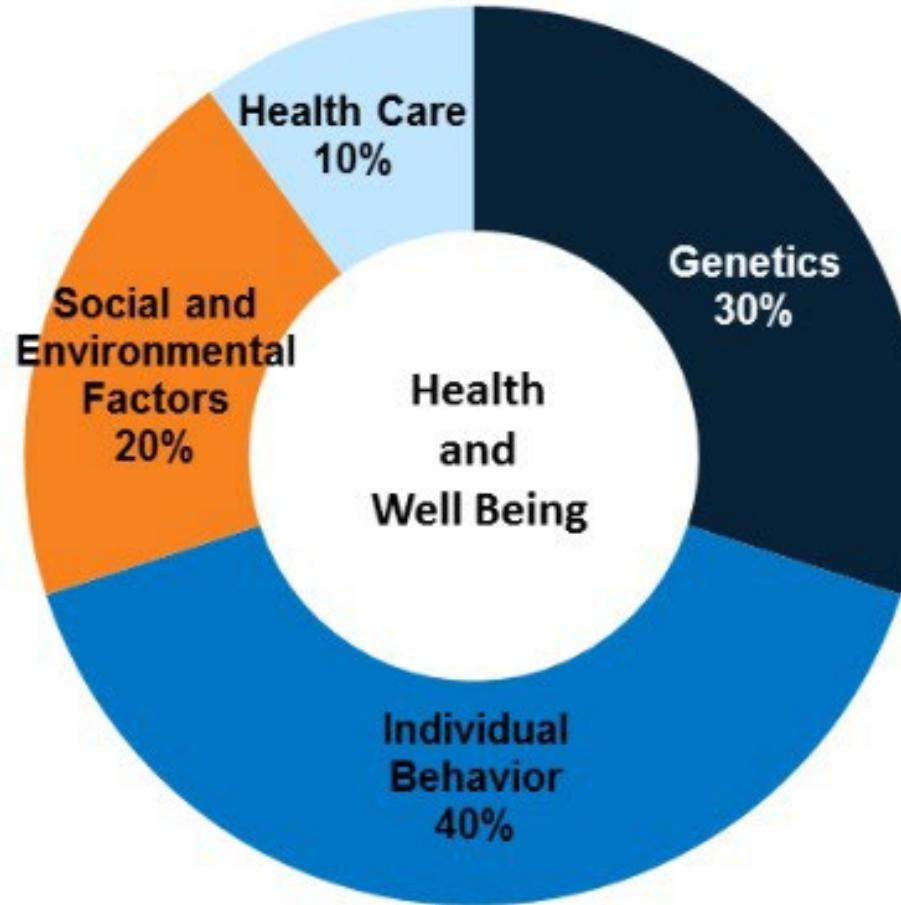


Impact of Different Factors on Risk of Premature Death



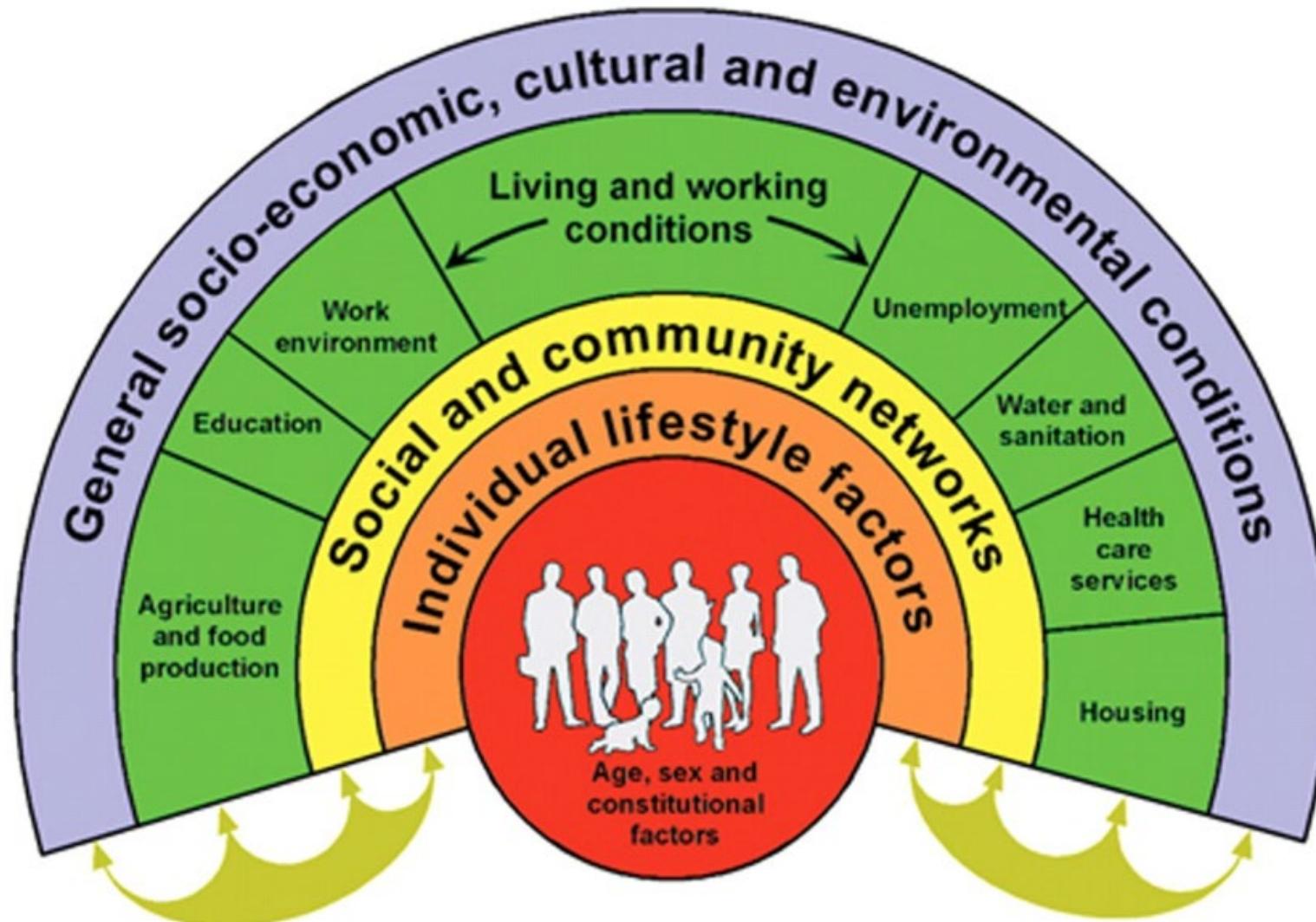
Public Health
Prevent. Promote. Protect.

Frederick County Health Department



SOURCE: Schroeder, SA. (2007). We Can Do Better — Improving the Health of the American People. *NEJM*. 357:1221-8.

Social Determinants of Health





Current Public Health Practice







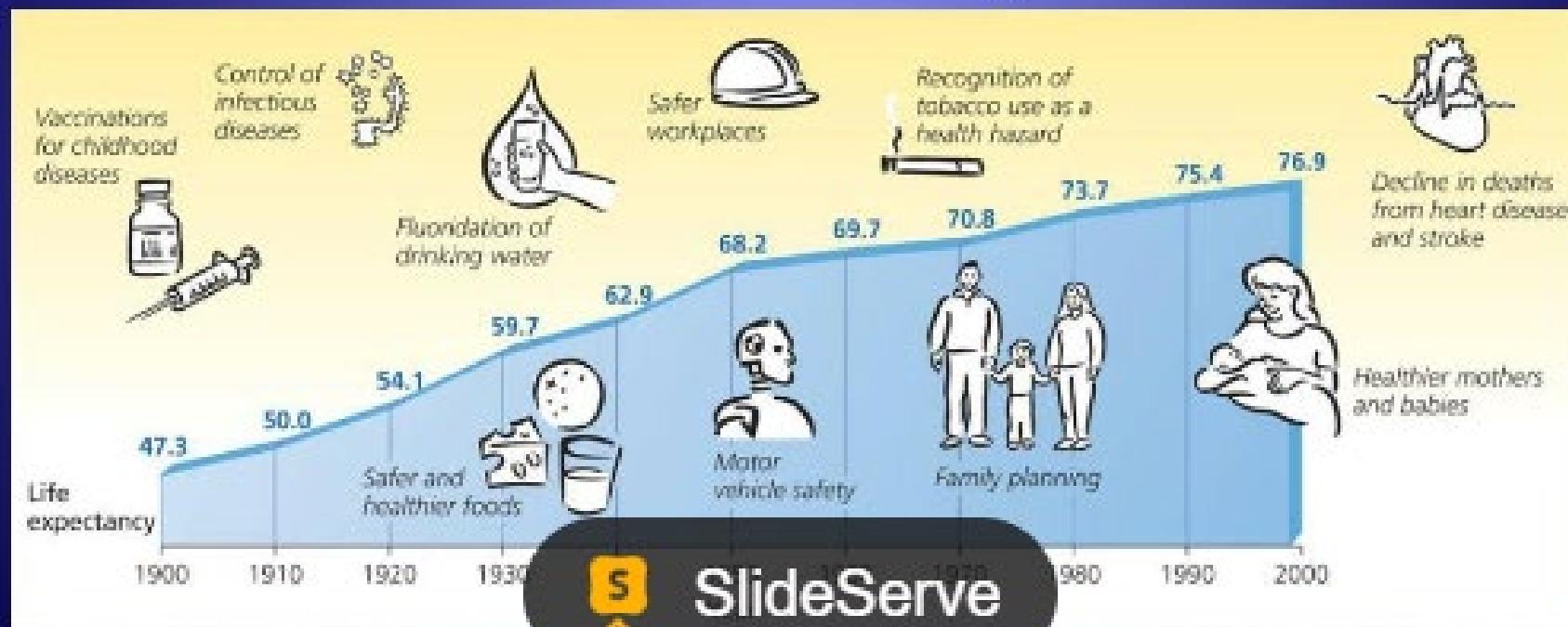
Belonging & Civic Muscle is at the center because it is both a vital condition and a practical capacity that is necessary for equitable success in every other kind of work.

Ripple Foundation – Vital Conditions for Health and Well-being

	THRIVING NATURAL WORLD Sustainable resources, contact with nature, freedom from hazards Clean air, water, soil; healthy ecosystems able to sustainably provide necessary resources; accessible natural spaces; freedom from the extreme heat, flooding, wind, radiation, earthquakes, pathogens
	BASIC NEEDS FOR HEALTH + SAFETY Basic requirements for health and safety Nutritious food, safe drinking water; fresh air; sufficient sleep; routine physical activity; safe, satisfying sexuality and reproduction; freedom from trauma, violence, addiction and crime; routine care for physical and behavioral health
	HUMANE HOUSING Humane, consistent housing Adequate space per person; safe structures; affordable costs; diverse neighborhoods (without gentrification, segregation, concentrated poverty); close to work, school, food, recreation, and nature
	MEANINGFUL WORK + WEALTH Rewarding work, careers, and standards of living Job training/retraining; good-paying and fulfilling jobs; family and community wealth; savings and limited debt
	LIFELONG LEARNING Continuous learning, education, and literacy Continuous development of cognitive, social, emotional abilities; early childhood experiences; elementary, high school, and higher education; career and adult education
	RELIABLE TRANSPORTATION Reliable, safe, and accessible transportation Close to work, school, food, leisure; safe transport; active transport; efficient energy use; few environmental hazards
	BELONGING + CIVIC MUSCLE Sense of belonging and power to shape a common world Social support; civic association; freedom from stigma, discrimination, oppression; support for civil rights, human rights; civic agency; collective efficacy; vibrant arts, culture, and spiritual life; equitable access to information; many opportunities for civic engagement (voting, volunteering, public work)

Figure 1.2

Public Health Achievements of the Twentieth Century





Life Expectancy in the U.S. Dropped for the Second Year in a Row in 2021

[Print](#)

For Immediate Release: August 31, 2022

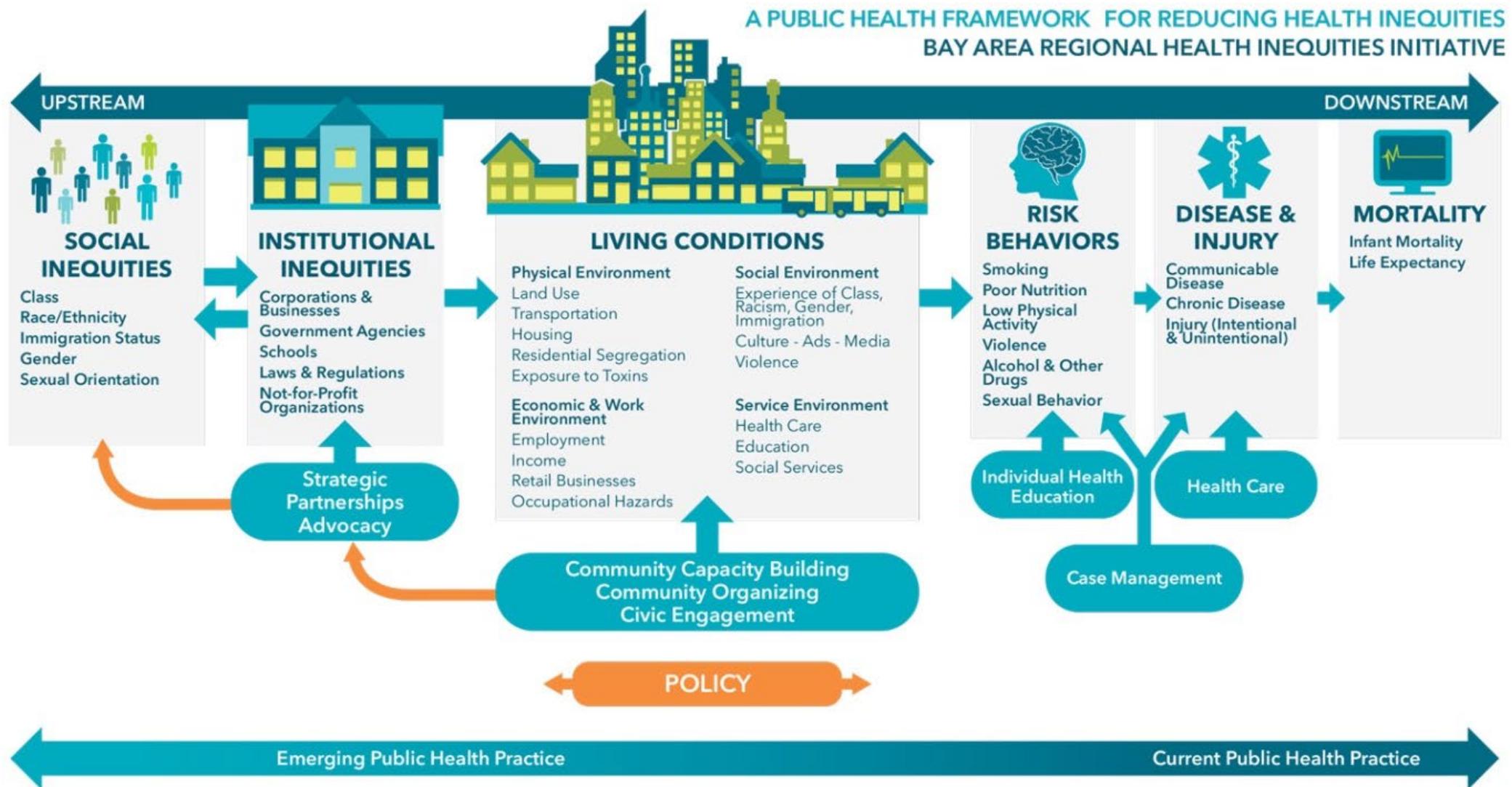
Contact: CDC, National Center for Health Statistics, Office of Communication (301) 458-4800

E-mail: paoquery@cdc.gov

Life expectancy at birth in the United States declined nearly a year from 2020 to 2021, according to new provisional data from the CDC's National Center for Health Statistics (NCHS). That decline – 77.0 to 76.1 years – took U.S. life expectancy at birth to its lowest level since 1996. The 0.9 year drop in life expectancy in 2021, along with a 1.8 year drop in 2020, was the biggest two-year decline in life expectancy since 1921-1923.



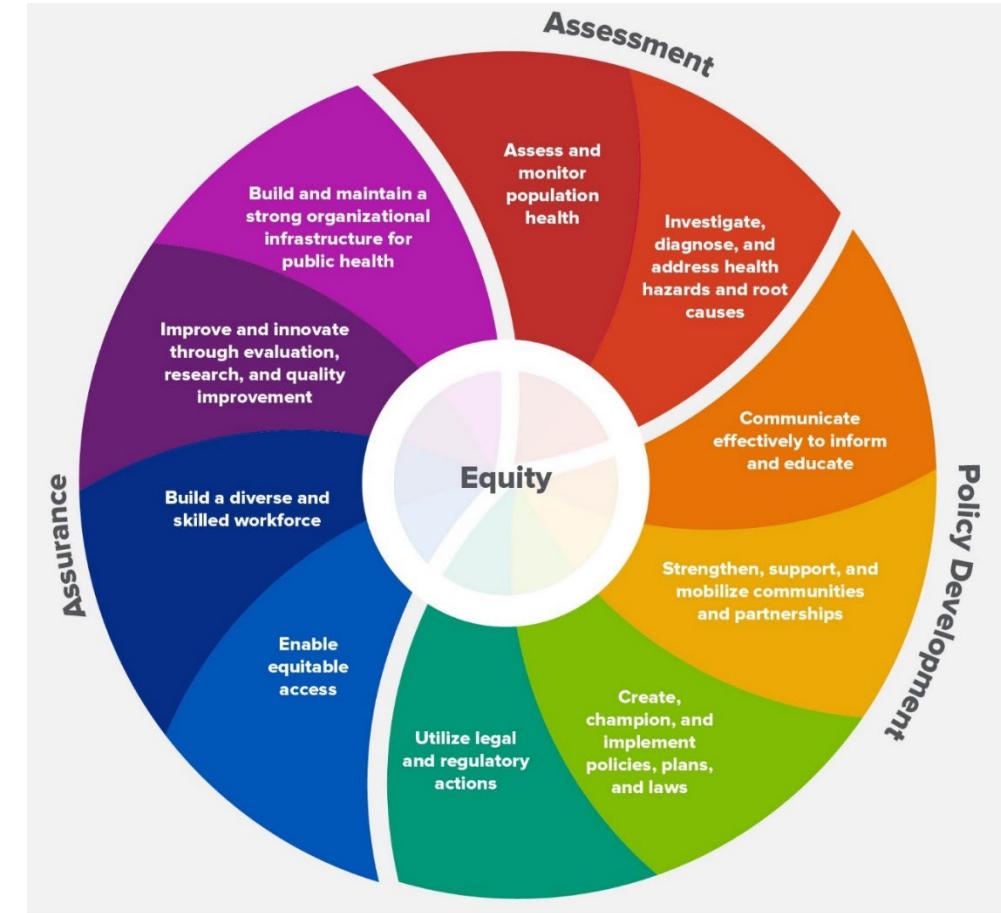
Emerging Public Health Practice (3.0)



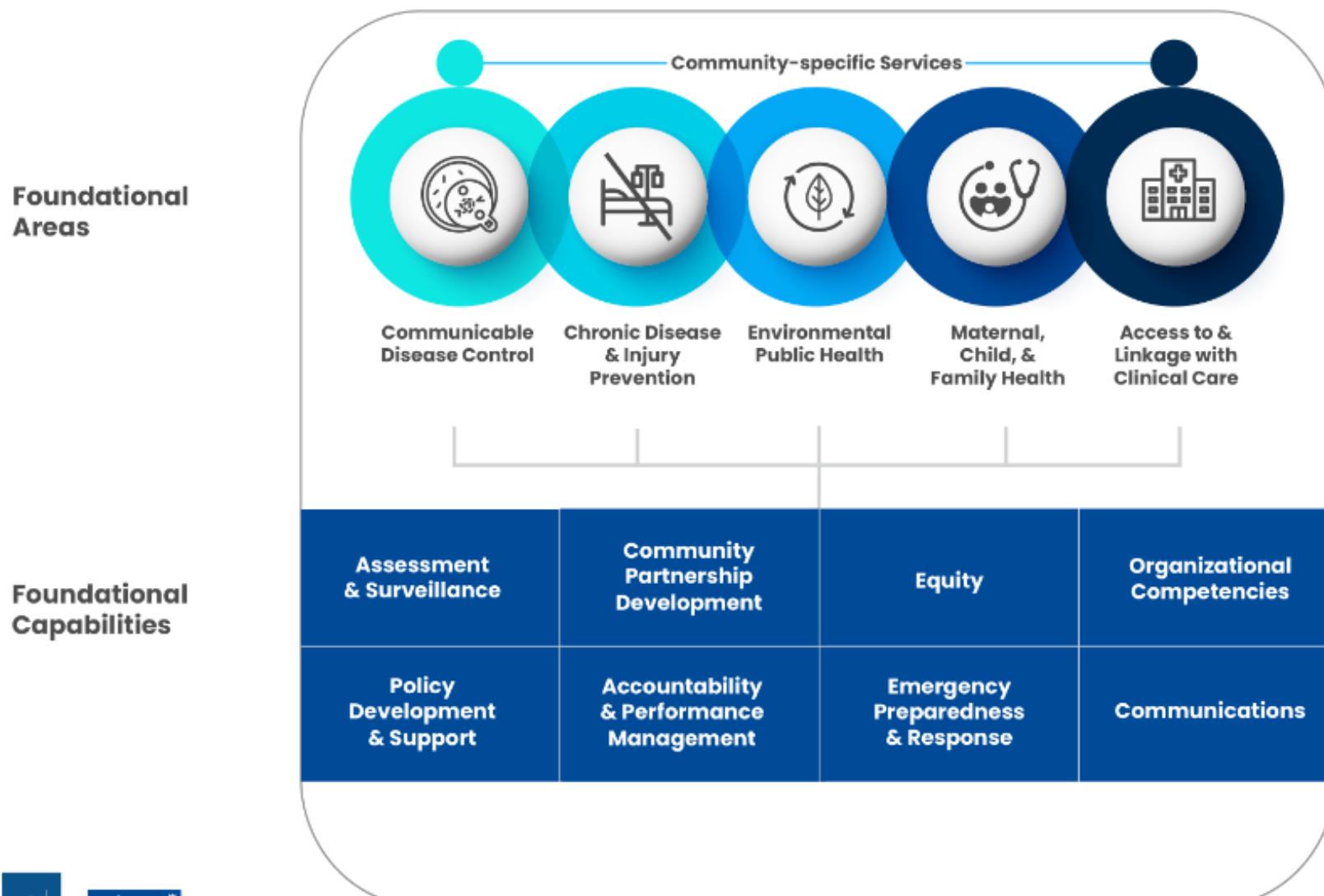


3 Core Functions and 10 Essential Public Health Services

- **Assess** the status of public health in the community
- **Develop** policies to address public health needs
- **Assure** that public health needs are met



Foundational Public Health Services





Public Health Accreditation Board

- ✓ Frederick County Health Department is proud to be accredited by the Public Health Accreditation Board (PHAB) since December 2014 and reaccredited in November 2021.
- ✓ Accreditation is a vehicle to transparency and trust in public health – communities can feel confident that their health departments are providing Foundational Capabilities and meeting national standards for performance and quality.
- ✓ Accreditation ensures that health departments are continually improving in line with national public health standards while building health and equity.





Frederick County Board of Health

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- VI. **Old Business**
 - a. Orientation for liaisons - completed
- VII. **New Business** - none
- VIII. **Upcoming Meetings:** May, 2024
- IX. **Adjourn**



Frederick County, Maryland

Public Comment



Public Comment

The Frederick County Board of Health welcomes and encourages public comment.

Public comment is not intended to be a question-and-answer platform with the Board members. Generally, Board members will not respond to comments made.

Public comment is open to members of the public who are present in the room. Individual providing public comment have up to 3 minutes and will be asked to complete comments when the buzzer sounds. A total of 15 minutes is allocated for public comment on today's agenda.

Members of the public wishing to share additional comments with the committee may do so by emailing boardofhealth@frederickcountymd.gov.



Frederick County, Maryland

Approval of Minutes



Frederick County, Maryland

FY2023 Annual Report

Highlights for

July 1, 2022 – June 30, 2023



Public Health
Prevent. Promote. Protect.

Frederick County Health Department



**FY2023
Annual Report**

July 1, 2022 - June 30, 2023



Health Department Divisions

1. Administration
2. Behavioral Health
3. Community Health
4. **Developmental Center**
5. Environmental Health
6. Equity Office – Golden Mile
7. Health Care Connection & Preparedness
8. Mental Health
9. Planning, Assessment & Communication
10. **School Health**

State divisions in black

County divisions in blue



Frederick County Health Department

Mission

The mission of the Frederick County Health Department is to improve the health and well-being of the residents of Frederick County through programs to **prevent** disease and illness, **promote** wellness and safety and **protect** public health.

Vision

Frederick County leads as a community of health and wellness.

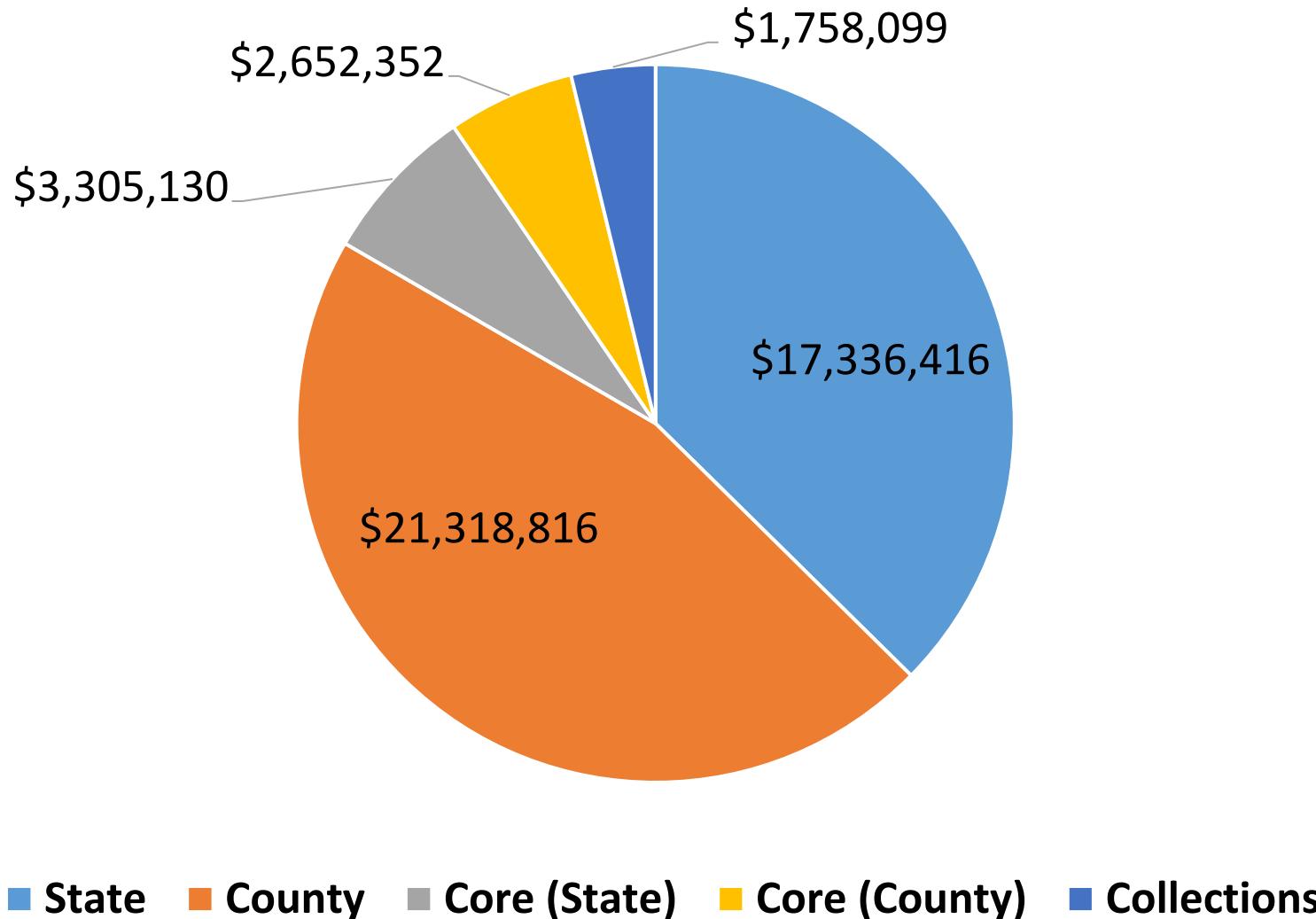


FY23 Staffing

	County	State	Total
Administration	1	13	14
Behavioral Health	0	57	57
Community Health	0	54	54
Developmental Center	91	1	92
Environmental Health	0	21	21
Equity Office – Golden Mile	0	3	3
Health Care Connection & Preparedness	0	16	16
Mental Health	0	8	8
Planning, Assessment & Communication	0	3	3
School Health	115	0	115
TOTAL	207	176	383



FY2023 Total Adopted Budget





Frederick County, Maryland

Administration



13,625
death
certificates
issued

5,660
birth
certificates
issued



Behavioral Health Services

- **Adult Evaluation and Review Services (AERS)**
- **Adult Recovery Services/ CORE**
- **Harm Reduction**
- **Local Behavioral Health Authority**
- **Prevention Services**
- **Youth Support Services**



Behavioral Health Services

Prevention Services

National Prescription Drug Take-Back Day - 863 pounds of unwanted medication and approximately 19,425 sharps for safe disposal.

Tobacco Use Prevention and Cessation Program provided tobacco and vape prevention education to **8,639 school-aged students** and 1,193 individuals through community engagement activities.

The Kids Like Us Program provided support to **314 school-aged children** from 42 schools in Fiscal Year 2022.





Behavioral Health Services - AERS

“We have connected many vulnerable and socially isolated clients to Adult Medical Daycare Programs. Many of these clients suffered from anxiety and depression as well as varying degrees of dementia. The clients are all thriving in the Medical Daycare environment where they are both mentally and physically stimulated as well as safe and secure. **We have seen a decrease in their anxiety/depression and an increase in their mobility.**”

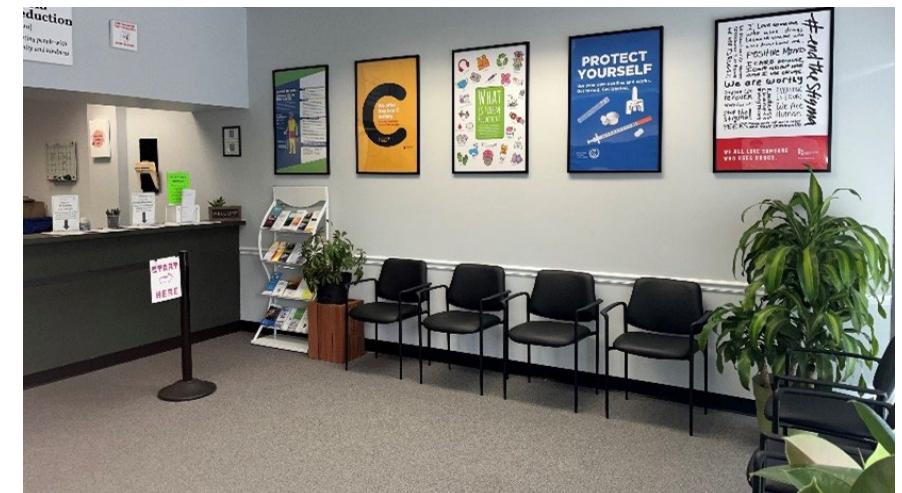


1,234
people
evaluated



Behavioral Health Services – Harm Reduction

“The Street Safe Program got a **new home** and is now located at 490C Prospect Boulevard, Frederick, Maryland 21701. This new site allows increased access to services for people who are using drugs in Frederick County. The location is open Monday through Friday, 9am to 4pm and is accessible by anyone in the community in need of the provided services.”





Community Health Services

- **Cancer and Chronic Disease Prevention**
- **Communicable Disease**
- **Maternal Child Health**



Community Health Services - Immunizations

Our immunization Program provides vaccines primarily to people who are under or uninsured. This helps to fill the gap in our community since many people can easily find vaccinations through local pharmacies or their healthcare provider. Our team provides back-to-school vaccinations as well as COVID-19 and flu shots. Our immunization team was able to prevent **718 students** from being excluded from the 2022-2023 school year.

3,278
childhood
vaccinations

4,868
COVID-19
vaccinations

471
flu
vaccinations



Community Health Services - WIC



In FY 23, the WIC program assisted an average of **4,282 Frederick County residents** each month to avoid food insecurity. The WIC program is known to lower the barriers to accessing nutritious foods by sending benefits electronically, directly to a participant's benefits card.

The WIC program made **44,055 connections** to community resources, improving access to care for those with adverse social and health conditions and creating a healthier community by reducing barriers to care.



Environmental Health Services

- ▶ **Community Services**
- ▶ **Food Control**
- ▶ **Well and Septic**



Environmental Health Services – Food Control

The Food Control Office in Environmental Health Services issues food service licenses to food facilities operating in Frederick County including restaurants, food stores, caterers, mobile food trucks, schools, nursing homes, and temporary food stands.

This year staff members **addressed students at FCC's Hospitality, Culinary & Tourism Institute to provide guidance to the next generation of food service business owners and workers.** Previous projects including Temporary Food Service Facility training programs, attending community events, and providing outreach documents in Food Safety topics.

**1,289
food facility
inspections**





Equity Office – On the Golden Mile

One of the initial undertakings led by the Equity Office focused on Black maternal and child health.

We secured funding to delve into the root causes of the disproportionately negative outcomes experienced by Black families in Frederick County.

Throughout this process, we've been using Community Based Participatory Research (CBPR) so that we can **focus on prioritizing Black women with lived experiences over convenience and expediency.**

We have given multiple presentations locally and nationally to public health officials, healthcare providers, community organizations and most importantly to the community.



Health.FrederickCountyMD.Gov/GoldenMile



Health Care Connection & Preparedness

- **Administrative Care Coordination Unit (ACCU) & Ombudsman Program**
- **Maryland Children's Health Program (MCHP)**
- **Medical Assistance Transportation**
- **Public Health Preparedness**



Frederick County, Maryland

Health Care Connection & Preparedness – Maryland Children's Health Program (MCHP)

The MCHP program coordinates health care coverage for income-qualifying children, pregnant women, and adults under 65 years.

Every day, customers walk in anxious, sometimes crying, in need of immediate access to a healthcare provider or medications. Customers then meet individually with one of our trained caseworkers who completes their application, assists with selecting a Managed Care Organization and primary care provider, and then completes their verifications for eligibility. The clients are assisted step-by-step through the entire process. Within a half hour, **they walk out feeling much relieved, with health insurance, a primary care provider and possible pharmacies to use.**



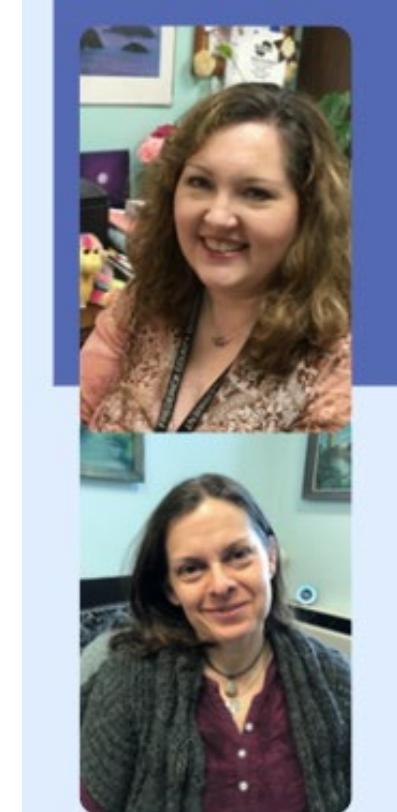
**4,919
new child
applicants**



Mental Health

The Mental Health Services Division (MHS) provides mental health treatment services to Frederick County adults with mild to severe mental illness, members of our community who have traditionally been underserved.

Our therapists keep current with advances in treatment and used a relatively newer Emotional Freedom Technique (EFT) and Eye Movement Desensitizing and Reprocessing (EMDR) with a good response. EFT and EMDR have been used in the Mental Health Services Clinic with exciting effectiveness. It can be useful with treating anxiety, depression, trauma and physical pain.



Eva Beavan (top)
Estelle Dupree (bottom)

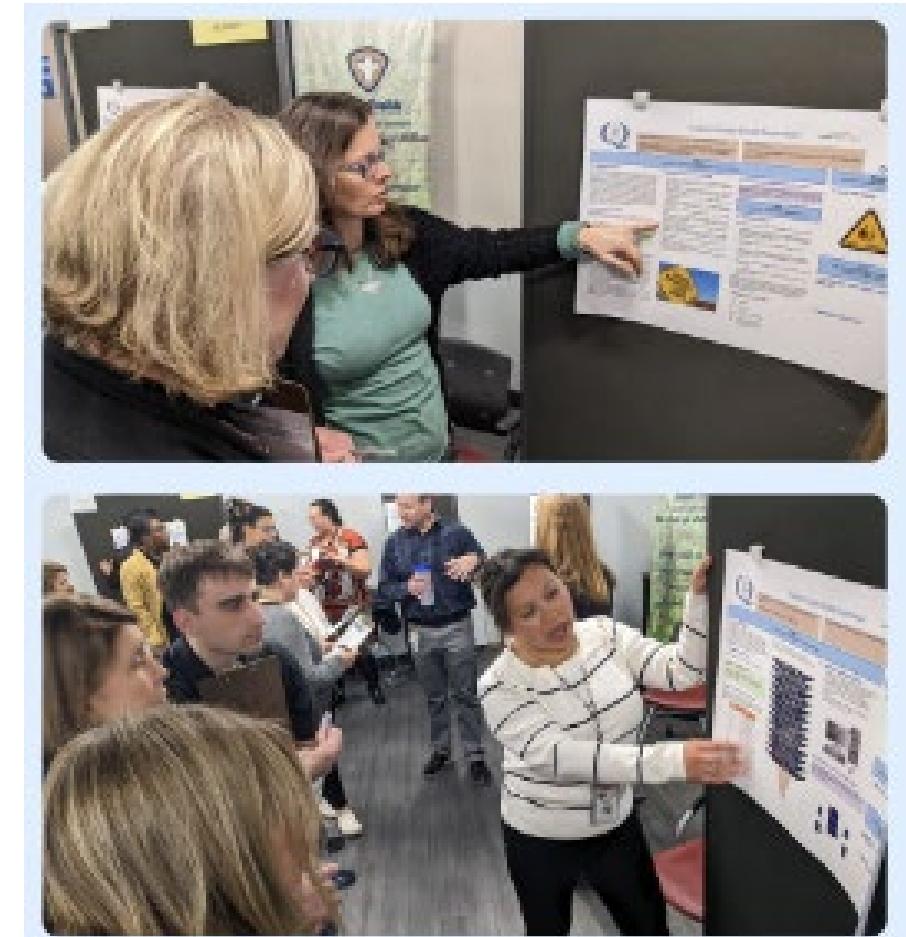
3,729
adult
clinic
visits



Planning, Assessment & Communication (OPAC)

Our Spring Gallery Walk is one way that OPAC and the Quality Improvement team add value to the health department. The 2023 QI Gallery Walk showcased ten storyboards and was attended by over 200 employees. This annual event promotes our culture of quality by:

- highlighting quality QI projects done by each division
- providing opportunities for cross-divisional learning and communication
- supporting QI standards required to maintain our national accreditation status.





Frederick County Board of Health

October 12, 2023

- I. **Orientation for Liaisons (5pm)**
- II. **Call to Order (6pm)** – Dr. Barbara Brookmyer, Health Officer for Frederick County
- III. **Public Comments (6:00p.m. – 6:15 p.m. p.m.) - Members of the public will be given three (3) minutes to provide comments** - available to attendees in the room.
- IV. **Approval of Minutes:** 5/18/2023 & 8/23/2023
- V. **Presentation of Highlights from Frederick County Health Department FY23 Annual Report**
- VI. **Old Business**
 - a. Orientation for liaisons - completed
- VII. **New Business** - none
- VIII. **Upcoming Meetings:** May, 2024
- IX. **Adjourn**