

**BOARD OF HEALTH OF FREDERICK COUNTY**  
**MEETING MINUTES - DRAFT**  
**Wednesday, August 23, 2023**

Dr. Barbara Brookmyer called the meeting to order at 6:01 p.m.

**Welcome**

Dr. Barbara Brookmyer, Health Officer for Frederick County and Executive Officer of the Board of Health welcomed everyone to the meeting.

**Quorum**

Dr. Barbara Brookmyer recognized those present:

**Board Members:**

<b>Name</b>	<b>Present</b>	<b>Absent</b>
Dr. Barbara Brookmyer (Health Officer)	X	
Council Member Mason Carter	X	
Council Member Jerry Donald	X	
Council Vice-President Kavonté Duckett	X	
County Executive Jessica Fitzwater	X	
Council Member MC Keegan-Ayer	X*	
Council Member Renee Knapp	X	
Council Member Steve McKay	X	
Council President Brad Young		X

\* Attended virtually

**Guests & Staff**

<b>Name</b>	<b>Present</b>	<b>Absent</b>
Carmen Arias, FCHD	X	
Rissah Watkins, FCHD	X	
Catherine Keller, Assistant County Attorney	X	
Ragen Cherney	X	

**Agenda Item:** Public Comments

**Presenter:** Dr. Barbara Brookmyer

There were no public comments.

**Agenda Item:** Discussion of Recommended Appointments  
of Liaisons to the Board of Health

**Presenter:** Dr. Barbara Brookmyer

Dr. Brookmyer went over the selection process for the liaisons. There was a total of 35 timely applications for the different professional categories.

The following applicants were recommended and introduced one by one:

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

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Dr. Brookmyer recommended that to stagger the initial terms for the liaisons, the categories that received the greatest number of applicants will be assigned a shorter term and the categories that received the least number of applicants will be assigned a longer term.

Recommended terms assigned by categories:

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

**Agenda Item:** Confirmation of Recommended Appointments of Liaisons to the Board of Health      **Presenter:** Dr. Barbara Brookmyer

Motion to approve the recommended liaisons and terms. Motion passed 8-0

Name	Motion	Second	Yes	No	Abstain	Not Present
Dr. Barbara Brookmyer (Health Officer)			X			
Council Member Mason Carter			X			
Council Member Jerry Donald			X			
Council Vice-President Kavonté Duckett			X			
County Executive Jessica Fitzwater	X		X			
Council Member Renee Knapp			X			
Council Member Steve McKay			X			
Council Member MC Keegan-Ayer		X	X			
Council President Brad Young						X

**Upcoming Meetings**

- October 12, 2023 – 6:00pm  
 There will be an orientation scheduled for the confirmed liaisons at 5pm prior to the start of the meeting, this will also be televised.

**Adjourn**

The meeting adjourned at 7:27 p.m.

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Barbara Brookmyer, MD, MPH  
 Health Officer for Frederick County  
 Board of Health Executive Officer and Secretary