The Carroll County Board of Health held their bi-monthly meeting at noon on December 1st, 2015. The meeting was held at Tanner Medical Center, Board Room #1, located at 705 Dixie Street, Carrollton, GA.

Attendees:  Dr. Laura Larson, Marty Smith, Cindy Barge, Laura Richards, Terry Jones, Brigid Smith, Debbi Heard, Wendy LeVan, Duane Fields, Brandi Strickland, Kathy Wingo, Amy McColley, Freda Mitchem, Richard Haliburton, Cindy Britt, Bobby Holcombe, Jodie Wren

Dr. Laura Larson, Chairman, called the meeting to order.

The minutes from the September 22nd, 2015 meeting were presented for approval. Mr. Smith made the motion to approve the minutes, seconded by Ms. Richards.

New Business

None

Old Business

None

Brigid Smith
Financial

Brigid provided the Financial Report (see narrative attached).

Amy McColley, RN
Nursing & Clinical

Amy presented the Nursing & Clinical Services Report (see narrative attached).

Brandi Strickland
Environmental Health

Brandi provide the Environmental Health Report (see narrative attached)
Freda Mitchem  
WIC Program  

Freda provided the WIC report (see narrative attached)  

Wendy LeVan, RN  
District 4/Public Health Report  

Dr. Obasanjo will leave for his deployment on Friday, December 4th, and anticipates returning on March 21st. He will stay in touch with us through email and videoconferencing. Dr. Beverley Townsend, District Health Director – Columbus, will be interim in his absence. She will try to attend as many board meetings as possible, along with covering her 16-county district.  

District 4 has a new Accreditation Coordinator. Jan Edwards has been appointed into the positon and it will become effective January 1st. Jan has experience in public health, coming from the Administrative Coordinator for Troup County Health Department. We recently sent out the Community Needs Assessment and Carroll County did receive the 400 needed to meet the goal. The survey is on the website and paper copies distributed also.  

Board members will be receiving a letter from Dr. Obasanjo requesting assistance with our standardization process and making sure our documents are all signed and updated. The 2 documents we are working on are the Oaths of Office and the ByLaws.  

The new district building in LaGrange is ahead of schedule and may be completed in June. We will have an Open House and invite all board members.  

GPHA is March 22nd – 23rd, 2016 in Atlanta and we encourage all board members to attend, especially the new members. Additional information will be sent our next month. They provide a Governance track for the board members. One of the Fayette County board members was named Vice Chairman at the meeting last year. We also submitted 25 employee nominations for GPHA awards. Dr. Larson attended the GPHA conference last year and commented that it was a good meeting, describing the board meetings are separate than the large conference and a good training for board members. It covers the role of board members along with other topics. She recommended board members attend this upcoming year.  

The 2016 Board of Health meeting schedule is included in the packets. Mr. Smith made the motion to approve the 2016 schedule as presented, seconded by Ms. Richards.  

An Above & Beyond survey was recently sent out to all employees asking them to vote for personnel in their health department for excelling in customer service. Geri Rogers was the person with the most votes in Carroll County.  

Dr. Fitzgerald recently asked the District Health Directors about changing district numbers in order to be consecutive, with a possibility our district number would change. We may also be changing our title to include the “WEST District”.  

Mercer Leadership classes are ongoing and will end in March. Amy McColley and Brandi Strickland are attending the classes.
A retirement celebration for Amy Lane, RN and former County Nurse Manager, will be in Newnan from 3pm-5pm on December 17th. Board members will receive an invitation through the mail.

A Carroll County Health Department flyer was shared with the board members. It is being distributed in the county to help the community become more aware of the health department and services offered.

**Richard Haliburton**  
**Carroll County Training Center**

Mr. Haliburton provided the report for the Training Center (see attached)

**Board of Health Members**

Ms. Richards shared the *Carrollton GreenBelt Get Out – And About!* flyer that also includes a map of the trail. In November she was invited and traveled to LaGrange to speak to a group regarding the Carrollton GreenBelt.

**Public Comments**

None

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Laura Larson, MD, Chairman  Date

The meeting was adjourned at 12:46pm.

The next Carroll County Board of Health meeting is scheduled for noon on January 26th at Tanner Medical Center in the Tanner Board Room #1.