Butts County Board of Health Meeting
February 7th 2018 @ 7 am
Butts County Health Department Conference Room

Attendees:  Board of Health Members
Dr. Keith Fortson, Chairman
Robert Costley, Superintendent
Kay Pippin, Mayor
Russ Crumbley, Commissioner
Cynthia Twilley, Director Salvation Army

Butts County Health Department Managers/Representatives
Robert Waggoner, Environmental Health Manager
Ericka Borrero, Regional Nutrition Manager
Tina Brooks, Customer Service Representative

District 4 Office Representatives
Duane Fields, District Environmental Health Manager
Wendy LeVan, RN, Director of Nursing
Teresa McDaniel, District Administrator
Barbara Stephens, Director of Business Operations
Susie Hammock, Accreditation Coordinator

VICS
Dr. Olugbenga Obasanjo, District Health Director

PHONE
Krystle Whitten, RN, County Nurse Manager

The Butts County Board of Health meeting was held on February 7, 2018 at 7:00am in the conference room of the Butts County Health Department.

The meeting was called to order by Chairman Dr. Keith Fortson.

The minutes from the October 4th, 2017 board meeting were presented for approval. Chairman Dr. Keith Fortson asked that a motion be made to approve the minutes as presented. Mayor Kay Pippin made a motion to approve the minutes, seconded by Robert Costley.

Old Business

Landscaping
Krystle Whitten asked about the landscaping for Butts County Health Department. Chairman Dr. Keith Fortson stated that his contact was no longer doing landscaping. Mayor Pippin stated that she would check with one of her resources and will let us know of her findings at the next meeting.

Public Swimming Pools, Spas and Recreational Waterparks Revisions
Duane Fields asked if there were any questions concerning the new regulations for Public Swimming Pools, Spas, and Recreational Waterparks. A motion was made to approve the State Regulation Revisions and Updates as presented. The motion was made by Mayor Kay Pippin, seconded by Robert Costley.

New Business
None

FINANCIAL
Teresa McDaniels provided the District Administrator Report (Narrative attached).

NURSING
Krystle Whitten, provided the Nursing Reports (Narrative attached).

ENVIRONMENTAL HEALTH
Robert Waggoner provided the Environmental Health Report (Narrative attached).

WIC
Ericka Borrero provided the WIC Report (Narrative attached).

DISTRICT 4 PUBLIC HEALTH
Dr. Olughenga Obasanjo introduced Susie Hammock as our Accreditation Coordinator. Susie talked about where we are now and where we are going in the future with Accreditation. Handouts were given and Susie stated if you have any questions to please let her know.

Dr. Olughenga Obasanjo shared that he will continue as Interim Health Director for Macon District until position is filled.

Dr. Olughenga Obasanjo stated that several District offices are in need of Health Directors including Clayton, Cobb, Macon and Dublin.

Dr. Olughenga Obasanjo mentioned that there are two dates upcoming dates for board members to consider. He encouraged all Board of Health Members to attend. The dates are listed in the Save the Date flyer with upcoming events:

- Georgia Public Health Association Conference (GPHA) April 4th-6th
- District 4 Professional Development Day, April 30th
- Accreditation Application Submission, August 2018

Dr. Olughenga Obasanjo talked about the different strains of Flu: Type A and Type B. The flu vaccine that is available at this time is more effective to help if you get Type B flu (60% Coverage) verses Type A flu (30% Coverage). He recommends that some coverage is better than no coverage and would recommended that everyone still get the vaccine.

Dr. Olughenga Obasanjo addressed concerns that Robert Costley had about the Flu in the schools. His recommendation was to look at the attendance of the teachers verses the attendance of the students. If you have
more teachers out that are unable to teach, then you could close the school. District 4 Public Health would support the closure if it was an epidemic.

Public Comments

No public comments.

Board Member Reports/Comments

Mayor Pippin talked about wanting more parks like the one in Pepperton available to our citizens. Mayor Pippin spoke about Jackson being one of the safest places to live based on FBI crime rates. Out of the top 25, we are number 23.

Mayor Pippin and Robert Costley both spoke on the need for marketing Butts County to help get the word out about services that the health department provides. Shared concerns were how do we get more revenue, more funding and more grant money to help our citizens. Robert Costley asked Dr. Olugbenga Obasanjo to get the information together for marketing and he and Mayor Pippin would get it to the local radio station and the newspaper for advertisement.

ADJOURN

The meeting was adjourned at Chairman Dr. Keith Fortson.

Chairman Dr. Keith Fortson

Date

The next meeting is scheduled for April 11th at 07:00am in the Butts County Health Department Conference Room.

Additional copies of reports are available, upon request.
Butts Board of Health Meeting
Nursing Narrative

Date: February 7, 2018

<table>
<thead>
<tr>
<th>Topic</th>
<th>Comments</th>
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<tbody>
<tr>
<td>Staffing</td>
<td>2 full-time RNs</td>
</tr>
<tr>
<td></td>
<td>1 part-time RN</td>
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<tr>
<td></td>
<td>2 customer service rep</td>
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<tr>
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<td>1 environmental manager</td>
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<tr>
<td>Community Involvement</td>
<td>Scoliosis screenings completed at HMS October 25th.</td>
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<td>Provided HIV screenings at no charge on December 1st in observance of &quot;World AIDS Day&quot;.</td>
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<td>Will participate in Community Health Fair on March 15th</td>
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<td>Emergency Preparedness</td>
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<td>Updates</td>
<td>New nursing report template adopted within District 4 Public Health.</td>
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<tr>
<td>Discussion</td>
<td>Mayor Pippin asked what the HIV rate is within Butts County. I mentioned to Mayor Pippin that I did not have specific data rate at this time, but I could obtain data. Dr. Obasanjo shared that Butts County has one of the highest HIV rates within District 4, and that many individuals may receive treatment outside of Butts County. Dr. Obasanjo also shared that D4 has obtained funding to hire and HIV care linkage coordinator.</td>
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INFORM-PREVENT-PROTECT
Presented by: Krystle Whitten
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</table>
| Activity Report       | **Food Service:**  
                          - Number of permitted facilities is 59 (including 5 schools, 2 prisons, ECDC, nursing homes)  
                          (See Separate Report)                                                                                                                                 |
| Tourist Accommodations| **Facility numbers have stayed constant**                                                                                                                                                           |
| On-Site Sewage Management Systems: | **New septic permits slightly increasing**  
                          **Repair Permits have increased. (See Report)**                                                                                          |
| Swimming Pool/ Institutions/ Body Art | **Three public Pools in county reported no complaints**  
                          **No Body Art Studios**                                                                                                                     |
| Rabies                | **Investigated 6 Animal bites and having to test three (all Negative)**                                                                                                                               |
| Communication         | **Documenting phone calls, emails, letters, in person conferences, texts.**  
                          **This is being done to record the time we spend in not only in office but out of the office**                                           |
| Old Business          | **No old Business to discuss.**                                                                                                                                                                      |
| New Business          | **Discuss the need to require Soil Testing for all new construction (Residential). Benefits and Disadvantages.**                                                                               |
Butts Board of Health Meeting

WIC Narrative

Date: 02/07/2018

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| WIC Reports         | *Reviewed Butts County WIC reports for October, November & December  
**Our fiscal year started in October of 2017 and the target caseload was set at 647 participants.  
*Reported the total caseload for the month of October-601, November-568 and December-533  
*Butts met 93% of the assigned caseload for the month of October  
*December is the most current report and the clinic met 82.3% of the total caseload assigned.  
*The clinic continues to work on outreach and in-reach |
| Common Risk Factors | The top risk factors were consistent for all **women**: overweight  
**Children & infants**: inappropriate nutrition practices (routine nutrition practices that may affect the client’s nutrition status or cause health problems. |
| 1st Trimester       | First Trimester Enrollment was below the state standard of 60% for all months.  
We are currently working with the health department and the pregnancy resource center. |
| Enrollment          | Vendors                                                                                                                                                                                                  |
|                     | Reviewed the number of WIC vendors that are located in and serving the county.  
*There are 2 vendors in Butts county  
*Amount of vouchers cashed for the month of December: 1,281  
*Amount Cashed for the month of December: $24,187.72  
*Cumulative Amount Cashed for FFY18 (Oct-Dec): $76,951.72 |
| Other               | *Cooking Matters:  
October: Broccoli Soup  
November: Stove Top Macaroni and Cheese  
December 2017: Mexican Black Beans & Rice  
January 2018: Lesson Five: Cooking Matters At The Store (Pop-Up Tour).  
Activity: $10 Gift Card only while supplies last  
February 2018: White Bean Basil Chicken Chili |

March is NNM and WIC will be using social media to promote the theme which Go Further with food.  
We will have different activities/contest/incentives throughout the month for staff and our participants.  
Each week we will kick off a specific topic:  
Our region will focus on Using Food Safety Practices and Considering leftovers to be used later in week, proper storage/reheating)

**INFORM-PREVENT-PROTECT**

**Presented by:** Ericka Borrero RD, LD, CLC

District 4 Public Health

Rev 9/16 DH
## Butts Board of Health Meeting
### Financial Narrative

**Date:** February 7, 2018

<table>
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<tr>
<th>Topic</th>
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<tbody>
<tr>
<td>FY18 Budget</td>
<td>Budget is on track for spending at 58% for 7 months.</td>
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<tr>
<td>Financial Report</td>
<td>Revenue:</td>
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<tr>
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<td>FY18 Revenues: $292,669 compared to FY17 Revenues: $268,370. An increase of $24,299.</td>
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<td>Clinical/Medicaid fee rev up $3,455 compared to LY.</td>
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<td>EH fee rev up $545 compared to LY.</td>
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<td>Total fee rev up $4,000 compared to LY.</td>
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<td>Other Rev up $20,299 (GIA, Admin Claiming, Intra/Inter)</td>
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<td>Expenses:</td>
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<td>FY18 Expenses: $294,804 compared to FY17 $277,723. An increase in spending of $17,081 compared to LY. (salaries up, other operating down)</td>
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</table>
| Additional Information | Budget Revision 1 is presented to align PYPI to actual. FYPI increased $34,407. These funds were backed out of Intra/Inter and Admin. Claiming. The expense side was adjusted accordingly to align YTD spending as needed per line item. The overall increase to the budget is $7,502.