Butts County
Board of Health Meeting
April 3, 2019 @ 7:00 am
Butts County Health Department Conference Room

Attendees:

**Board of Health Members**
Keith Fortson, DMD, Chairman
Michael Brewer, Board of Commissioners
Cynthia Twilley, Salvation Army Representative
Beth Weaver, Councilor, City of Jackson

**Butts County Health Department Managers/Representatives**
Katie Reese, RN, MSN
Robert Waggner, Environmental Health Manager
Ericka Borrero, RD, LN, Regional WIC/Nutrition Manager
Tina Brooks, Customer Service Representative

**District 4 Office Representatives**
Teresa McDaniel, District Administrator
Wendy LeVan, RN, Nursing & Clinical Services Director
Olugbenga Obasanjo, MD, District Health Director
Debbi Heard, District Health Director Executive Assistant
Melinda Knight, District Environmental Health Director
Seth Woodrow, Deputy District Environmental Health Director

**CALL TO ORDER**

Chairman Dr. Keith Fortson called the meeting to order at 7:01 am.

**AGENDA**

The agenda dated April 3, 2019 was presented for approval. Michael Brewer made a motion to approve the agenda as presented, seconded by Beth Weaver.
MINUTES APPROVAL

The minutes from the February 6, 2019 meeting were presented for approval. Michael Brewer made a motion to approve the minutes as presented, seconded by Cynthia Twilley.

OLD BUSINESS

None

NEW BUSINESS

None

REPORTS

Clinical

Katie Reese, RNMSN, provided the Clinical Report. (Narrative attached)

Environmental Health

Robert Waggoner, EH Manager provided the EH Report. (Narrative attached)

Financial

Teresa McDaniel, District Administrator provided the Financial Report. (Narrative attached)

WIC

Ericka Borrero, Regional WIC/Nutrition Manager provided the WIC Report. (Narrative attached)

District 4 / Public Health Report

Olugbenga Obasanjo, MD, District Health Director

Dr. Obasanjo stated that accreditation is moving along more quickly than expected. Site visits will be July or August. Dr. Obasanjo is asking all board members to attend for three days at the district office for training prior to the site visit.

Dr. Obasanjo talked about Professional Development Day this year being in Butts County, Board members are invited to attend.

BOARD MEMBER REPORTS/COMMENTS

Michael Brewer stated that the 2019 Health Ranking report for Georgia was sent to Krystle Whitten via email and it stated that Butts County had moved up about 40 for the state.

PUBLIC COMMENTS
None

ADJOURN

Michael Brewer made the motion to adjourn the meeting, seconded by Beth Weaver. The meeting was adjourned at 7:22 am.

[Signature]

Keith Fortson, DMD, Chairman

Date: 6-12-19

The next Butts County Board of Health Meeting is scheduled for June 5th, 2019 at 7:00 am in the Butts County Health Department Conference Room.

Additional copies of reports are available upon request.
<table>
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<tr>
<th>Topic</th>
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| Staffing                     | 2 full-time RNs  
1 part-time RN  
2 customer service rep  
1 environmental manager     |
| Community Involvement        | Partnering with low birth weight prevention to host a “Community Wellness Day” on April 15th. Plans are to provide hearing, vision, dental screening as required for Pre-K registration. Participation in Wellstar Sylvan Grove’s health fair April 18th offering HIV screenings. Participation in EMC health fair April 4th to provide hearing screenings. |
| Emergency Preparedness       | Attending meeting with District 4 and emergency partners on “Suspicious Substance Awareness” April 11th                                         |
| Updates                      |                                                                                                                                            |
| Discussion                   | Michael Brewer informed the group that Butts County’s 2019 county health ranking has improved. The current ranking is 84th, and is a noted improvement from last year’s rank of 102nd. |

INFORM-PREVENT-PROTECT  
Presented by: Krystle Whitten
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| Activity Report            | **Food Service:**  
- Number of permitted facilities is 64 (including 6 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 3 Animal bites and having to test two (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. |
<p>| Old Business               | No old Business to discuss. |
| New Business               | No new Business was discussed. |</p>
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<tbody>
<tr>
<td>FY19 Budget</td>
<td>Budget is at 63.27% spent YTD.</td>
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<tr>
<td>Financial Report</td>
<td>The Financial Report was presented to the Board.</td>
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<td>Revenues:</td>
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<td>FY19 Revenues YTD: $317,868 compared to FY18 Revenues YTD: $334,233. This is a decrease of $16,365 over LY.</td>
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<td>Clinical/Medicaid fee rev up $8,926 over LY.</td>
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<td>EH fee rev up $2,075 compared to LY.</td>
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<td>Total fee rev up $11,001 compared to LY.</td>
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<td>Other Rev is down $27,367 compared to LY.</td>
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<td>Expenses:</td>
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<td>FY19 Expenses YTD: $354,379 compared to FY18 Expenses YTD: $341,465. An increase in spending of $12,914 compared to LY.</td>
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<td>Additional Information</td>
<td>FY20 budget will be presented at the June 5th meeting.</td>
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Butts County Board of Health Meeting  
WIC/Nutrition Program Narrative  

Date: 04/03/19

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| Caseload                    | • Caseload for the month of February was 526 participants. It decreased slightly from previous month. The clinic continues to call missed appointments and One Call is sending reminder calls and missed appointment calls.  
• The majority of the participants are Children, ages 1-5 (42%). Women make up 29% of the participants and infants 29%. |
| First Trimester Enrollment/Obesity Report | • Butts did not meet state goal of 60% for first trimester enrollment (1/10 participants or 10%).  
• 9.5% of the children certified were found to be overweight (BMI between 85-95%) and 4.8% were obese (BMI ≥95%). |
| Most Common Risk Factors    | • The most common risk factors for women were overweight, high maternal weight gain, short interpregnancy interval, low hemoglobin and breastfeeding an infant at nutritional risk.  
• The most common risk factors for infants were, breastfeeding infant of woman at nutritional risk, prematurity, and food allergies.  
• The most common risk factors for children were inappropriate nutrition practices, prematurity and low hemoglobin. |
| Clinic Information          | **Clinic Information/Announcements**  
• Butts County is fully staffed.  
• Cooking Matters continues to be held on a monthly basis. Butts offers Cooking Matters on the 3rd Thursday of each month at 10:00 AM and 1:00 PM.  
  - March: National Nutrition Month (Recipe: Yogurt Parfait). Each participant received a “Let’s Cook with Kids” cookbook and were entered into a prize drawing. District WIC also held weekly contests and activities for staff to participate.  
  - April: Chinese Veggies and Rice  
  - May: Fruit Salad  

Shared new recipe card packets from the Diary Alliance with Board Members. |
| Vendors                     | • The Vendor Monthly Totals shows a breakdown of how many federal dollars were generated in the 3 WIC approved Butts County vendors. For this period, 1,139 vouchers were cashed worth $23,278.35. |
| Comments/Questions          | **INFORM-PREVENT-PROTECT**  
Presented by: **Ericka Borrero, RDN, LD, CLC** |

District 4 Public Health
Rev 9/16 DH