Butts County
Board of Health Meeting
June 12, 2019 @ 7:00 am
Butts County Health Department Conference Room

Attendees:  Board of Health Members
Keith Fortson, DMD, Chairman
Lezlie Biles, M.D., Vice Chairman
Cynthia Twilley, Salvation Army Representative
Beth Weaver, Councilor, City of Jackson
Todd Simpson, Interim School Superintendent

Butts County Health Department Managers/Representatives
Krystle Whitten, RN, County Nurse Manager
Robert Waggoner, Environmental Health Manager
Ericka Borrero, RDN, LD, CLC, 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

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

OATH OF OFFICE
New board of health member Todd Simpson was introduced and read aloud the Oath of Office and signature was obtained.
AGENDA

The agenda dated June 12th, 2019 was presented for approval. Beth Weaver made a motion to approve the agenda as presented, seconded by Lezlie Biles.

MINUTES APPROVAL

The minutes from the April 3rd, 2019 meeting was presented for approval. Lezlie Biles made a motion to approve the minutes as presented, seconded by Todd Simpson.

OLD BUSINESS

None

NEW BUSINESS

FY '20 Budget presented by Teresa McDaniel, District Administrator (See attached) Lezlie Biles made a motion to approve the budget as presented, seconded by Beth Weaver.

REPORTS

Clinical

Krystle Whitten, RN, 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

Debbie Heard welcomed our new board member and all members were asked to introduce themselves.

Dr. Obasanjo stated that accreditation is moving forward as expected. Site visits will be September 18th and 19th. Dr. Obasanjo was asked to be interim for Clayton County while it is being renovated. They are expected to open January 2020 and will be looking to hire a new Director. Dr. Obasanjo
stated that he would not be deployed as expected in October. Dr. Obasanjo said the paid holiday was to be distributed to staff.

**BOARD MEMBER REPORTS/COMMENTS**

None

**PUBLIC COMMENTS**

None

**ADJOURN**

Lezlie Biles made the motion to adjourn the meeting, seconded by Todd Simpson. The meeting was adjourned at 7:37 am.

\[Signature\]  \[8-7-19\]

Keith Fortson, DMD, Chairman  

Date:

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

*Additional copies of reports are available upon request.*
### Butts County Health Department
#### Clinical Narrative

**Date:** June 12, 2019

<table>
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<tr>
<th>Topic</th>
<th>Comments</th>
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| **Staffing**           | 2 full-time RNs  
                          1 part-time RN  
                          2 customer service rep  
                          1 environmental manager  
                          Leigh Dover retiring June 30, 2019.                                                                 |
| **Community Involvement** | Partnering with low birth weight prevention to host a "Community Wellness Day" on April 15th. Provided hearing, vision, dental screening as required for Pre-K registration. Low Birth Weight Initiative hosted the first “Market Day”, in which participants had opportunities to gain “dollars” through community involvement, and spend earned dollars at the market for various items. Back to school bash scheduled for July 20th. |
| **Emergency Preparedness** | Yessenia Arreguin with District 4 Emergency Preparedness presented a presentation to our local Life Enrichment Team collaborative group on closed POD enrollment on May 20th. |
| **Updates**            | Seeking to fill position for employment of LPN                                                                                                                                 |
| **Discussion**         |                                                                                                                                               |

INFORM-PREVENT-PROTECT  
Presented by: Krystle Whitten
<table>
<thead>
<tr>
<th>Topic</th>
<th>Comments</th>
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<tbody>
<tr>
<td>Activity Report</td>
<td>Food Service:</td>
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<tr>
<td></td>
<td>- Number of permitted facilities is 60 (including 5 schools, 2 prisons, ECDC, nursing homes)</td>
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<td>(See Separate Report)</td>
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<td>Tourist Accommodations:</td>
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<td>- Facility numbers have stayed constant</td>
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<td>On-Site Sewage Management Systems:</td>
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<td>- New septic permits slightly increasing</td>
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<td>- Repair Permits have increased. (See Report)</td>
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<td>Swimming Pool/ Institutions/ Body Art</td>
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<td>- Three public Pools in county reported no complaints</td>
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<tr>
<td></td>
<td>- No Body Art Studios</td>
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<tr>
<td>Rabies</td>
<td>Investigated 4 Animal bites and having to test two (all Negative). Bat-Neg</td>
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<tr>
<td>Communication</td>
<td>Documenting phone calls, emails, letters, in person conferences, texts.</td>
</tr>
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<td>This is being done to record the time we spend in not only in office but out of the office.</td>
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<tr>
<td>Old Business</td>
<td>No old Business to discuss.</td>
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<tr>
<td>New Business</td>
<td>No new Business was discussed.</td>
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INFORM-PREVENT-PROTECT        Prepared by: Robert M. Waggoner EHS V
Butts Board of Health Meeting  
Financial Narrative  

Date: June 12, 2019

<table>
<thead>
<tr>
<th>Topic</th>
<th>Comments</th>
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<tbody>
<tr>
<td>FY19 Budget</td>
<td>Budget is at 82.84% 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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</table>

**Revenues:**  
FY19 Revenues YTD: $453,041 compared to FY18 Revenues YTD: $510,193. **This is a decrease of $57,152 over LY.**  
Clinical/Medicaid fee rev up $8,599 over LY.  
EH fee rev up $3,700 compared to LY.  
Total fee rev up $12,299 compared to LY.  
Other Rev is **down $69,451 compared to LY.**

**Expenses:**  
FY19 Expenses YTD: $463,944 compared to FY18 Expenses YTD: $454,972.  
An **increase in spending of $8,972 compared to LY.**

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<tr>
<th>Additional Information</th>
<th>None.</th>
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INFORM-PREVENT-PROTECT  
Presented by: Teresa McDaniel  
District 4
Butts County Board of Health Meeting  
WIC Program Narrative

Date: 06/12/19

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| Caseload | - Caseload decreased from previous month. The clinic is at 497 participants. The clinic continues to call missed appointments.  
- The majority of the participants are Children, ages 1-5 (42%). Women make up 27% of the participants and infants 31%. |
| First Trimester Enrollment/Obesity Report | - Butts did not meet the state goal of 60% for first trimester enrollment 2/9 participants or 22.2%.  
- 0% of the children certified were found to be overweight (BMI between 85-95%) and 0% were obese (BMI ≥95%). |
| Clinic Information | Most Common Risk Factors  
- The most common risk factors for women were overweight, high maternal weight gain, low maternal weight gain, low hemoglobin, and breastfeeding an infant at nutritional risk.  
- The most common risk factors for infants were prematurity, inappropriate nutrition practices and low birth weight.  
- The most common risk factors for children were inappropriate nutrition practices, short stature and low hemoglobin.  
- Inappropriate nutrition practices is what the vast majority of our infants and children have as a nutrition risk factor and this means the participant has nothing significant except that they are likely not receiving all of the nutrition recommendations daily.  
Clinic Information/Announcements  
- Butts County is fully staffed.  
- Cooking Matters continues to be held on a monthly basis. Butts offers Cooking Matters on the 2nd Thursday of each month at 10:00 AM and 1:00 PM.  
  - June: Spicy White Bean Dip  
  - July: Hearty Egg Burritos  
  - August: Cooking Matters at the Store (Pop-up Tour). Each participant will receive $10 gift card.  
- Beginning in July, the clinic will be closed every 1st and 3rd Wednesday  
- Butts County will offer the first WIC Farmer’s Market in over 10 years. Participants will receive a $30.00 voucher per participant up to $90.00 per family. Infants under 6 months do not qualify. We have partnered with Circle M Farms and they will be available every Thursday starting July 11-August 1. Shared Butts County’s Farmer’s Market Flyer (English & Spanish) with the board.  
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, 1,559 vouchers were cashed worth $30,639.75. |
| Comments/Questions | |

INFORM-PREVENT-PROTECT  
Presented by: Ericka Borroto, RDN, LD, CLC

District 4 Public Health  
Rev 9/16 DH