Minutes
CARROLL COUNTY
BOARD OF HEALTH MEETING
March 26th, 2019 @ Noon
Tanner Medical Center – Board Room

The Carroll County Board of Health held their bi-monthly meeting at noon on March 26th, 2019. The meeting was held at Tanner Medical Center, Board Room #1, located at 705 Dixie Street, Carrollton, GA.

Attendees:  
**Board of Health Members**
- Laura Larson, Chairperson
- Cindy Barge, Vice Chairperson
- Kathryn Grams
- Terry Jones
- Commissioner George Chambers
- Mayor Walt Hollingsworth

**County Health Department Managers/Representatives**
- Amy McCollcy, RN, County Nurse Manager
- Kathy Albright, Administrative Assistant
- Seth Woodrow, Environmental Health Manager
- Milena Perez-Foster, RDN, LD, Regional Nutrition Manager

**District 4 Office Representatives**
- Teresa McDaniel, Administrator
- Melinda Knight, District Environmental Health Director
- Wendy LeVan, RN, Director of Nursing and Clinical Services

**Others**
- Dillard Buchanan, Local Videographer
- Richard Halliburton, Carroll County Training Center
- Patricia Gorman
Chairperson Laura Larson called the meeting to order at 12:01 pm.

**Agenda/Minutes Approval**

Walt Hollingsworth made the motion to approve the agenda for the March 26, 2019 meeting and the minutes from the January 22, 2019 meeting, seconded by Kathryn Grams.

**New Business**

Interim Carroll County Commission Chairman George Chambers was introduced and took the Oath of Office to serve on the board of health.

**Old Business**

None

**Amy McColley, RN**

**Clinical**

Amy provided the Clinical Report (See narrative attached.)

**Seth Woodrow**

**Environmental Health**

Seth provided the Environmental Health Report (See narrative attached.)

**Teresa McDaniel**

**Financial**

Teresa provided the Financial Report (See narrative attached.)

**Milena Perez - Foster**

**WIC Program**

Milena provided the WIC Report (See narrative attached.)
Wendy LeVan, District 4 Director of Nursing and Clinical Services
District 4/Public Health Report

Dr. Obasanjo is currently deployed to Fort Rucker, Alabama.

The new State of Georgia Public Health Commissioner is Dr. Kathleen Toomey.

On March 1, 2019 we uploaded our documentation for accreditation. We have been asked to update twelve documents. We are requesting our site visit prior to September 27, 2019 since Dr. Obasanjo will be deployed to Kuwait for four months as of this date. We hope to hear from the Accreditation Board in early 2020 as they only meet four times a year.

The Georgia Public Health Association conference will be in Atlanta May 8-10, 2019. Please contact Debbi Heard if you would like to attend. Ms. Barge and Dr. Grams, your reservations have been made.

District 4’s Professional Development Day will be May 3, 2019. We invite you to join us. Please let Debbi Heard know if you will be able to attend.

County Health Rankings for 2019 have just been released. Carroll County moved from 74 to 72 in the rankings.

Richard Haliburton
Carroll County Training Center

Richard provided the report.

Board of Health Member Reports/Updates

None

Public Comments

A citizen commented on the availability of forms upon check-in at the health department.
Adjourn

There being no further business Chairperson Laura Larson adjourned the meeting at 1:00 pm.

Laura Larson, MD, Chairperson

Date

The next Carroll County Board of Health meeting is scheduled for noon on May 28th, 2019 at Tanner Medical Center in the Tanner Board Room #1.
**Carroll Board of Health Meeting**  
**Clinical Narrative**

**Date:** 3/26/19

<table>
<thead>
<tr>
<th>Topic</th>
<th>Comments</th>
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<tbody>
<tr>
<td>Clinical Report</td>
<td>- The current clinical report compares the total health department services provided for fiscal year 2018 and fiscal year 2019. You will notice the numbers are consistent for 2018 and 2019.</td>
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<tr>
<td>Job Status and/or Job Announcements</td>
<td>- We have posted 2 job announcements for Public Health RNs at the Carroll County Health Department. These will be open until filled. We have a nurse retiring 4/30/19 and another nurse leaving for other reasons 4/10/19. We had a Public Health RN start 1/16/19 and she is actively working on completing her expanded role RN requirements before being able to function independently in clinic under nurse protocol. She is learning very quickly.</td>
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| Health Department Events since last BOH meeting | - We have received new MOUs from both the county and city schools for the 2019-20 school flu project.  
  - We have received closed POD (point of dispensing) partner enrollment forms for both Carroll County Schools and Carrollton City Schools.  
  Question: Dr. Larson, Chairperson, asked if we have enough POD sites in Carroll County?  
  Answer: Wendy LeVan, RN, stated that we can never have enough POD sites and most of the counties in District 4 do not have enough.  
  - On 3/4/19, Dr. Kathleen Toomey was sworn in as the new DPH commissioner by Governor Brian Kemp.  
  - On 3/7/19, Donna West, D4 Human Resources Recruiter and Amy McColley, RN participated in the University of West Georgia Career and Internship Expo.  
  - 3/24/19 was “World TB Day.” This year’s theme was focused on “it’s time to test and treat latent TB infection” and “it’s time to end stigma.” TB skin testing is recommended for health care workers, if you have been exposed to a known TB case, if you are from a country where TB is common (Africa, Asia, Eastern Europe, Russia, Latin America, the Caribbean), or work or live in a high-risk setting (i.e., correctional facility, nursing home, or shelter). We currently have several TB cases in Carroll County.  
  - We have received Shingrix vaccine. We are currently contacting patients who were on a waiting list first. Once we have contacted these patients, it will be available first come first serve. Appointment preferred.  
  - As of 2/14/19, we can accept clients with UMR insurance for all billable services. |
Carroll Board of Health Meeting
Clinical Narrative

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<th>Upcoming Events</th>
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<td>• The Employee Professional Development Day for District 4 employees will be held on 5/3/19 in Flovilla, GA.</td>
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<td>• 5/7/19-5/9/19 – 90th GPHA conference will be held at the Westin Buckhead in Atlanta, GA.</td>
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<td>• The health department plans to participate in the “Seamless Summer Option Feeding Program” this summer. Dates and times TBA.</td>
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INFORM-PREVENT-PROTECT
Presented by: Amy L. McColley, RN/County Nurse Manager
Carroll County Board of Health Meeting
Environmental Health Narrative

Date: 03/26/2019

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| Activity Report     | **Food Service:** There are 365 permitted food service facilities. The number of food service inspections have increased 18% during this period.  
                      **Tourist Accommodations:** There are 24 permitted tourist accommodations. There were no tourist accommodation inspections completed this period.  
                      **Swimming Pools:** There are 64 permitted pools with 10 inspections during this period.  
                      **Body Art:** We have a total of 11 permitted body art facilities with 0 inspections being conducted.  
                      **On Site Sewage Management Systems:** New septic permits issued has increased 34%. The number of repair permits issued have increased 26%. Septic inspections performed has decreased 6%. The number of existing system evaluations has increased 58%.  
                      **Private Wells:** The number of new well permits issued this period has stayed constant at 3. The number of samples taken has decreased 40% with 2 positive samples this period.  
                      **Rabies:** All Rabies investigations are handled by local animal control.  
                      **Institutions:** No institutional inspections were conducted during this period.  
                      **Indoor Air Quality Investigations:** 18 investigations were conducted this period. 3 in Carroll County and 15 with in District 4. Please note these numbers and the error on the report.  
                      **Consultation Numbers:** Reference Environmental Health County Report. |
| Clayton County      | District 4 Public Health has agreed to assist Clayton County Environmental Health with their Food Service Inspections. District 4 assisted with over 200 evaluations. Some of the facilities were out of business the others received a routine inspection. |
| Personnel           | Seth Woodrow was nominated and elected to the Georgia Board of Registered Environmental Health professionals. The position is for a 3 year term and will require the attendance of 2-3 meetings per year. |
Carroll County Board of Health Meeting
Environmental Health Narrative

| Board Member Questions | Dr. Larson asked if Indoor Air Quality Investigations were doctor requested or by the individual. Seth Woodrow informed her that most were based on individual request. Seth also stated that the State Environmental Health Office was working on a plan for reimbursement from Medicaid/Medicare for Healthy Home/Asthma Investigations. |

INFORM-PREVENT-PROTECT
Presented by: Seth Woodrow HHS, REHS
## Carroll Board of Health Meeting
### Financial Narrative

**Date:** March 26, 2019

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<td>FY19 Budget</td>
<td>Budget is at 64.58% spent YTD.</td>
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| Financial Report    | The Financial Report was presented to the Board.  
Revenues:  
FY19 Revenues YTD: $1,151,691 compared to FY18 Revenues YTD: $1,299,111. A decrease of $147,420.  
Clinical/Medicaid Fee Rev up $12,983 over LY.  
Vital Records up $1,925 over LY.  
EH Fee Rev up $7,402 over LY.  
Total Fee Revenue up $22,339 compared to LY.  
Other Rev is down $169,760 over LY.  |
| Additional Information | FY20 budget will be presented at the May 28th meeting. |

**INFORM-PREVENT-PROTECT**  
Presented by: Teresa McDaniel  
District 4
## Carroll County Board of Health Meeting

### WIC Program Narrative

**Date:** 03.26.2019

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| **Updates**                 | - The majority of these graphs represent the month of January 2019. February and March numbers are not provided - our reports are not available until the 15th of each month.  
  - Many of these graphs and numbers represent both Carrollton and Villa Rica clinics providing a view of the county as a whole. |
| **Caseload/Snapshot**       | **Caseload**  
  - The first graph is the Caseload. You can see the FFY 2018 caseload and as we move through FFY 2019 we will be able to compare to the same time last year allowing the board to see every month instead of snapshots throughout the year.  
  - The current total caseload for Carroll County is 2100. Carrollton has 1633/1715 assigned and Villa Rica 467/500 assigned.  
  **Snapshot**  
  - The report snapshot is there for a quick look at some of the numbers provided in the report.  
  - Here we have the vouchers cashed for January of 9,449.  
  - The FFY 19 vendor total or federal funds generated is $607,411.15 for October '18 through January '19.  
  - The month of January 2019 alone generated $177,815.25 for our community. |
| **Demographics**            | **Participant Category**  
  - The second page of the report shows the demographics of our caseload.  
  - The participant category is broken down into the type or category of participant such as Prenatal, Breastfeeding, Non-Breastfeeding, Infant and Child.  
  - The majority of our participants are Children, ages 1-5 at 42%. Women make up 28% of our participants and infants 30%.  
  **Ethnicity**  
  - The graph below Participant Category is the Ethnic makeup of our participants. |
| **First Trimester Enrollment/Obesity Report** | - As you can see our first trimester enrollment for Carroll County is 48.3%. Our state goal continues to be 60%.  
  - The Obesity graph shows the percentage of children that were found to be obese or overweight during the recertification process. Of 47 children recertified 3 (6.4%) were found obese and 5 (10.6%) were overweight/at risk for obesity. |
| **Clinic Information and Vendors** | **Vendor Monthly Totals**  
  - The Vendor Monthly Totals show a breakdown of how many federal dollars were generated in each of the 11 WIC approved Carroll County Vendors. WIC generated just under $178 thousand dollars for Carroll County during the month of January. |
Carroll County Board of Health Meeting  
WIC Program Narrative

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<tr>
<th>Most Common Risk Factors</th>
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<td>- The most common risk factors found in Women certified during the month of January were weight related issues.</td>
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<td>- Infants certified during this month were found to be short stature/at risk for short stature, prematurity and low birth weight.</td>
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<td>- Children were found to have low hemoglobin and overweight.</td>
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<td>- Inappropriate nutrition practices are 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 nutrition recommendations daily.</td>
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<td>- March is National Nutrition Month and District 4 is celebrating in a variety of ways including quiz challenges for the entire D4 staff, weekly challenges for the WIC team, giving away cookbooks to families who are participating in this month’s Cooking Matters classes. NNM is supported by the Academy of Nutrition and Dietetics and aims to promote nutrition education and information- focusing on informed food choices and sound eating/physical activity habits.</td>
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<td>- The Board has been provided the recipe card set the clinics are handing out to participants during the month of March in celebration of National Nutrition Month. The recipe cards were created in conjunction with the Dairy Alliance to encourage families to consumer more dairy products in addition to showing families different ways to use WIC foods.</td>
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<td>- Cooking Matters continues to be held on a monthly basis. Villa Rica’s class is held the 3rd Tuesday of the month at 10 AM and 1 PM. Carrollton’s classes are on the 1st Thursday at 10 AM and the 4th Thursday at 10 AM and 1 PM. You are welcome to join us anytime!</td>
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<td>- March: National Nutrition Month- Yogurt Parfaits</td>
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<td>- April: Chinese Veggies and Rice</td>
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INFORM-PREVENT-PROTECT
Presented by: Milena L Perez-Foster RDN, LD- Regional Nutrition Manager
To: Carroll County Board of Health Members  
From: Richard Haliburton-Director, Carroll County Training Center  
Subject: 2019 Board of Health Bi Monthly Report  
Date: March 20, 2019

This report is submitted to provide the Board of Health with general information regarding the Center services including consumer, fiscal, operational and year to date strategic plan review.

All services are provided based on an annual individualized assessment and support plan. All plans include family and consumer input based on personal choice.

Strategic planning outcomes/goals progress report for year to date 2019:

GOAL 1: The Carroll County Training Center will increase the capacity for qualified participants into our Facility-Based Community Access program by at least 20%, by working with local ARC to achieve building expansion program.

ARC announced the proposal expansion at the 200 Alton Estes Drive facility to include four training rooms. Architects are working on building plans.

GOAL 2: The Carroll County Training Center will evaluate and increase placement of qualified participants into Piece-Rated positions within our JIT packaging Contract by 10% by November 30, 2019.

CCTC has a new production contract with JIT Packaging in Whitesburg. One new participant has been rated in February to expand our capacity.

GOAL 3: The Carroll County Training Center will receive at least a 25% increase in referrals for the Supported Employment Express Program by utilizing brochures, and enhanced website and networking with stakeholders at regional and local levels.

CCTC is participating in Public School Transition Meetings to identify and educate potential applicants for employment services.

GOAL 4: The Carroll County Training Center will implement new state policies requiring certain Community Living Support documentation to be provided on site when requested by Support Coordinators with at least a 95% compliance rate.

On site downloaded packets are being prepared by the CLS unit at Carroll County Training Center, to be placed at homes as requested by Support Coordinators.
Consumer Services: Currently serving total of 88 in the categories of:

- Community Access Group & Community Access Individual
- Supported employment-At present the Center supports persons in community jobs at various businesses throughout the county including Pizza hut, Publix, Tanner Medical Center, Pilgrim’s Pride, Burger King, Holiday Inn, Kroger, UWG, Goodwill, Carroll county Schools, Dollar Tree, Walgreens, Chick Fila, Zaxby’s, Villa Rica High School
- Community Living Supports
- Prevocational
- Additional information regarding services may be accessed at www.carrollcountytrainingcenter.com

Clubs
A number of clubs are now offered for client participation including:
- Fitness Club
- Garden Club
- Aktion Club
- Bingo Club
- Glamour Club
- Production Club
- Movie Club
- Art Club
- Music Club
- Consumer Association
- Bicycle Club
- Dance Club
- Recreation Club

Consumer: Volunteer Locations
- Carroll County Soup Kitchen
- Carrollton Library
- Carrollton Elementary School
- Harry Morgan Head Start Center
- World of Life Clothing Bank
- Villa Rica Gold Mine
- Sharp’s Creek Elementary School
- West Georgia Technical College
- The Scrap Bin
- Trinka Davis Veteran’s Clinic
- Paulding County Nursing Facility
- Urban Garden
- Pine Knoll Nursing Home
- Carrollton Nursing and Rehab
- Mt. Zion Elementary School
- Carrollton Green Belt
- CC Humane Society Shelter
- Carrollton Manor Nursing Home
- Midway Life Missions Food Bank
- Bremen Food & Clothing Bank
- Community Food Pantry
- Stewart House Senior Living

Volunteer: (Advocacy)

Friends of the ARC, chaired by Susan Fleck, were able to raise over $25,000 at the Annual “Friends Valentines Dance”. Proceeds were earmarked to support the building expansion at CCTC.

A Bronze Plaque was placed in Memory of Wesley Estes at the South Entrance to the Center with a Memory Garden to be added in April.