CARROLL COUNTY
BOARD OF HEALTH MEETING
Minutes
May 28th, 2019 @ Noon
Tanner Medical Center – Board Room

The Carroll County Board of Health held their bi-monthly meeting at noon on May 28th, 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

County Health Department Managers/Representatives
Amy McColley, 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
Amanda Storey, Budget Analyst
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
Keith Creel, Carroll County Animal Control Officer
Courtnie Mashek, Carroll County Animal Control Officer
Chairperson Laura Larson called the meeting to order at 12:07 pm.

**Agenda/Minutes Approval**

Kathryn Grams made the motion to approve the agenda for the May 28, 2019 meeting and the minutes from the March 26, 2019 meeting, seconded by Terry Jones.

**New Business**

Amanda Storey presented the FY2020 budget showing an increase of $5,323.00. Terry Jones asked if the cost of living increase applied to all employees. Wendy LeVann replied yes, if the employee had worked with the district full time for a year, and employees did not have disciplinary issues. Cindy Barge made a motion to approve the budget as presented, seconded by Kathryn Grams. Approved unanimously.

Wendy LeVan presented the Accreditation timeline to the board. Due to scheduled site visits and preparation for these visits, the board was asked about rescheduling the September meeting. The board decided to cancel the meetings scheduled for July 23 and September 24, 2019; and add a meeting on August 27, 2019. Motion to approve this schedule change by Kathryn Grams, seconded by Terry Jones. Approved unanimously.

Keith Creel, Carroll County Animal Control Officer, provided an informational presentation on Rabies in Carroll County. Rabies is serious, most reports are delayed, and exposures are not always reported. Dr. Larson stated Rabies is fatal in humans. Post treatment can cost $50,000 and vaccinations are approximately $300 per dose. Seth Woodrow believes, in the absence of a vicious animal board, vicious dog bites to go through the board of health. Seth will research this process. Dr. Larson will help with hospital procedures and hopes the process gets better. She also wants to make vaccinations for officers a priority.

**Old Business**

None

**Amy McCollery, RN**

**Clinical**

Amy provided the Clinical Report (See narrative attached.)

**Seth Woodrow**

**Environmental Health**

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

Amanda 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  

Amy McColley will be transferring to the District Office July 1, 2019. She will be assisting with training nursing staff and clinical IT.

Dr. Obasanjo will be deployed to Afghanistan as a flight surgeon from September 27, 2019 until February 1, 2020. Dr. Townsend from the Macon District will be assisting us during this time.

Richard Haliburton  
Carroll County Training Center  

Richard provided the report.

Board of Health Member Reports/Updates  

None

Public Comments  

None
Adjourn

There being no further business Chairperson Laura Larson adjourned the meeting at 1:05 pm. Vice Chairperson Cindy Barge made the motion to adjourn, seconded by Kathryn Grams.

Laura Larson, MD, Chairperson

8-27-19

Date

The next Carroll County Board of Health meeting is scheduled for noon on August 27th, 2019 at Tanner Medical Center in the Tanner Board Room #1.
# Carroll Board of Health Meeting

## Clinical Narrative

**Date:** 5/28/19

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<tr>
<th>Topic</th>
<th>Comments</th>
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| Clinical Report | - The 2018 annual board of health report was distributed to board of health members.  
- 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. |
| Job Status and/or Job Announcements | - On 4/25/19, Kristie Jones, Customer Service Representative, was presented with her 10-year service award and Kitty Pecher, RN, was presented with her 5-year service award.  
- We had interviews for the two vacant Public Health RN positions 5/23/19. We have 1 more interview scheduled for 6/6/19. We had a nurse retire 4/30/19 and another nurse left 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. |
| Health Department Events since last BOH meeting | - We have county purchased Shingrix vaccine available. However, we do not have doses in our Vaccine for Children inventory. It is not available for ordering from the state currently.  
  Q: Dr. Larson asked how much the Shingrix vaccine cost?  
  A: Kathy Albright, Administrative Assistant, said that it was approximately $160.  
- We were approved for the 2019 Child Passenger Safety Seat mini-grant application 1/4/19. We started our child safety seat education classes in February 2017. We have given out 96 car seats since the program began. We are continuing to partner with the Carrollton Housing Authority for referrals and child car seat safety education.  
- Daycare and Pre-K Audits are being done at this time for 2019; approx. 2,685 records have been reviewed since February. Once the initial review has been completed, the facility has 30 days to send in corrections before we submit our reports to the district office. We added a new facility this year.  
- The Employee Professional Development Day for District 4 employees was held on 5/3/19 in Flovilla, GA.  
- The 90th GPHA conference was held at the Westin Buckhead in Atlanta, GA 5/7/19 – 5/9/19. We appreciate board of health members, Cindy Barge and Kathryn Grams, for attending this year’s conference. |
Carroll Board of Health Meeting
Clinical Narrative

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<tr>
<th>Upcoming Events</th>
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<td>• The health department plans to participate in the “Seamless Summer Option Feeding Program” this summer, 6/3/19 – 7/19/19. The Carroll County BOE nutrition staff will be on site 4 days each week during this time. No cost or enrollment required. Open to all children under 18. A sack lunch and snacks are provided.</td>
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<td>• The health department will be participating in the Carrollton Housing Authority’s 5th Annual Fatherhood Initiative Event 6/28/19 from 5:00pm-8:00pm at Legends West Park in Carrollton, GA. This is a free community event focusing on “strengthening and empowering families.”</td>
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<td>• Southwire’s Annual Back to School Event will be 7/13/19 on the square in Carrollton. It will be more of a community focus. The health department plans to participate in the event. We will be on site to distribute information related to health department services including immunizations, emergency preparedness (EP), and WIC.</td>
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INFORM-PREVENT-PROTECT
Presented by: Amy L. McColley, RN/County Nurse Manager
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<tr>
<th>Topic</th>
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<tbody>
<tr>
<td>Activity Report</td>
<td><strong>Food Service:</strong> There are 378 permitted food service facilities. The number of food service inspections are approximately equal to last year.</td>
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<td><strong>Tourist Accommodations:</strong> There are 32 permitted tourist accommodations. There was an increase of 25% in tourist accommodation inspections completed this period.</td>
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<td><strong>Swimming Pools:</strong> There are 65 permitted pools with 9 inspections during this period.</td>
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<td><strong>Body Art:</strong> We have a total of 11 permitted body art facilities with 2 inspections being conducted.</td>
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<td><strong>On Site Sewage Management Systems:</strong> New septic permits issued has decreased 51%. The number of repair permits issued have increased 30%. Septic inspections performed has increased 15%. The number of existing system evaluations has increased 37%.</td>
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<td><strong>Private Wells:</strong> The number of new well permits issued this period has increased 50%. The number of samples taken has increased 25% with 6 positive samples this period.</td>
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<td><strong>Rabies:</strong> All Rabies investigations are handled by local animal control.</td>
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<td><strong>Institutions:</strong> No institutional inspections were conducted during this period.</td>
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<td><strong>Indoor Air Quality Investigations:</strong> 7 Investigations were conducted this period. 0 in Carroll County and 7 with in District 4. Please note these numbers and the error on the report.</td>
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<td><strong>Consultation Numbers:</strong> Reference Environmental Health County Report.</td>
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<td>Hepatitis A Update</td>
<td>We have been asked by the State Office to hand out letters and pamphlets to educate our food service operators encouraging their employees to get vaccinated.</td>
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<td>Staffing Update</td>
<td>The Carroll County Environmental Health County Manager Position has been posted. We have had 2 candidates apply. The position closes on June 6th.</td>
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Carroll County Board of Health Meeting
Environmental Health Narrative

| Board Member Questions | Dr. Larson asked about the Board of Health's role in vicious animal bite cases. Seth Woodrow will investigate and report back. |

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

Date: May 28, 2019

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<tr>
<td>FY19 Budget</td>
<td>Budget is at 80.70% spent YTD.</td>
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<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: $1,524,398 compared to FY18 Revenues YTD: $1,591,742.</td>
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<td>A decrease of $67,344.</td>
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<td>Clinical/Medicaid Fee Rev up $8,296 over LY.</td>
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<td>Vital Records up $525 over LY.</td>
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<td>EH Fee Rev up $6,702 over LY.</td>
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<td>Total Fee Revenue up $15,523 compared to LY.</td>
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<td>Other Rev is down $82,867 over LY.</td>
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<td>Expenses</td>
<td>FY19 Expenses YTD: $1,558,742 compared to FY18 Expenses YTD: $1,477,291.</td>
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<td>An increase in spending of $81,451 compared to LY.</td>
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<td>Additional Information</td>
<td>None.</td>
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INFORM-PREVENT-PROTECT  
Presented by: Amanda Storey  
District 4  

District 4 Public Health
Carroll County Board of Health Meeting  
WIC Program Narrative

Date: 05.28.2019

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| Updates                            | • Most of these graphs represent the month of January 2019.  
• Many of these graphs and numbers represent both Carrollton and Villa Rica clinics providing a view of the county.                               |
| Caseload/Snapshot                   | **Caseload**  
• The current total caseload for Carroll County is 2100. Carrollton has 1611/1715 assigned and Villa Rica 489/500 assigned.  
**Snapshot**  
• The report snapshot is there for a quick look at some of the numbers provided in the report.  
• Vouchers cashed for April: 8,291.  
• The FFY’19 vendor total or federal funds generated is $1,026,477.70 for October ‘18 through April ‘19.  
• The month of April alone generated $154,486.53 for our community. |
| Demographics                       | **Participant Category**  
• The second page of the report shows the demographics of our caseload.  
• Most of our participants are Children, ages 1-5 at 42%. Women make up 27% of our participants and infants 31%.  
**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 37.3%. 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 72 children recertified 4 (5.6%) were found obese and 6 (8.3%) 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 13 WIC approved Carroll County Vendors. WIC generated a little over $154 thousand dollars for Carroll County during the month of April.  
**Most Common Risk Factors**  
• The most common risk factors found in Women certified during the month of April were weight related issues Under, over and high maternal weight gain and low hemoglobin.  
• Infants certified during this month were found to be short stature/at risk for short stature, prematurity and underweight or at risk for underweight. |
Carroll County Board of Health Meeting
WIC Program Narrative

- Children were found to have low hemoglobin and weight-related issues (overweight, high
  weight for length and obese).
- Inappropriate nutrition practices are what the majority of our infants and children have as a
  nutrition risk and this means the participant has nothing significant except that they are likely
  not receiving all nutrition recommendations daily.

Clinic Information/Announcements
- Both Carroll County clinics are fully staffed. A Part-time Nutritionist, Lea, was promoted to Full
  time after 1.5 years of service, she started May 1, 2019. Another Part-time nutritionist,
  Cassady, who is working and completing the Dietetic Internship with Georgia State University,
  is being trained to do the Clerical aspect of WIC.
- Piggly Wiggly in Heard county and in Bowden have been re-approved and have been
  accepting WIC vouchers since mid-February.
- Cooking Matters continues to be held monthly. 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!
  - May: Fruit Salad
  - June: Spicy White Bean Dip
  - July: Not available- Instructor will be facilitating Farmer’s Market Pilots in
    Lamar and Butts counties.

Comments/Questions

| Dr. Laura Larson: Where do you believe the disconnect for First Trimester enrollment? Is it with
| the OBs? |
| Milena Perez-Foster: The health department does a great job encouraging the ladies to come our
| way after completing presumptive MDCD/pregnancy tests. I believe many women do not realize
| they are eligible for the program during their pregnancy and will either report they were waiting
| on MDCD or come in last minute because they believe they must be on the program to receive
| formula before the infant is born. The team is charged with Outreach monthly and this month I
| believe their focus is the OB/GYN offices on Friday, May 31, 2019. |
| Dr. Laura Larson: Is Farmer’s Market the same as SNAP? |
| Milena Perez-Foster: No, our Farmer’s Market is a one-time set of vouchers totaling about $90.
| We traditionally have had a farmer set up outside the clinic, so the participants are able to
| redeem them immediately. SNAP has a contract with some local Farmer’s Markets, mostly in the
| Atlanta area, where individuals who choose to use their SNAP benefits at the Farmer’s Market get
| a 2 for 1 deal. If you would like I can investigate what it would take to have that type of
| partnership with the Farmer’s Market here in Carrollton and WIC monthly Cash value vouchers. |
| Dr. Laura Larson: Yes, a contact for you is Wendy Crager Hager of Crager Hager Farms. |

INFORM-PREVENT-PROTECT
Presented by: Milena L Perez-Foster RDN, LD- Regional Nutrition Manager