The Carroll County Board of Health held their bi-monthly meeting at noon on July 24th, 2018. The meeting was held at Tanner Medical Center, Board Room #1, located at 705 Dixie Street, Carrollton, GA.

**Attendees:**
- **Board of Health Members**
  - Dr. Laura Larson, Chairperson
  - Cindy Barge, Vice Chairperson
  - Commissioner Marty Smith
  - Kathryn Grams
  - Loy Howard
  - Terry Jones

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

- **District 4 Office Representatives**
  - Dr. Olugbenga Obasanjo, MD, District Health Director
  - Wendy LeVan, RN, Director of Nursing and Clinical Services
  - Barbara Stephens, Director of Business Operations
  - Teresa McDaniel, Administrator
  - Duane Fields, District Environmental Health Director
  - Debbi Heard, Board of Health Liaison/Administrative Assistant
  - Dr. Lillianne Lewis, MD, Public Health Fellow
Chairperson Dr. Laura Larson called the meeting to order at noon.

The minutes from the May 22nd, 2018 meeting were presented for approval. Commissioner Smith made the motion to approve the minutes as presented, seconded by Mr. Terry Jones.

**New Business**

Food Service Re-Inspection Policy - Seth Woodrow, EH Manager, presented a Food Policy Re-Inspection Policy for the board to review and approve at the next meeting. He explained the purpose of the policy regarding restaurant re-inspections. Vice Chairperson Cindy Barge asked about the time frame if the policy was implemented. Answer - The policy would go into effect immediately and the turnaround for the training and the re-inspection would be determined on the current staffing of the environmental health office. Chairperson Dr. Larson asked if they choose to not do the training would they remain in the queue. Answer – If the facility in question chooses not to participate in the training they will remain in the current cycle for inspections. She also asked if it was just the ones who failed and what is the process if they fail. Answer - This would be available to any facility that earned a score 10 points lower than their average score. Any facility that failed an inspection (69 or below) is automatically re-inspected within 10 days of receiving the failing score. Terry Jones agreed with the fee amount, although it could be questioned how he came up with the amount and how did he come up with the 10-point section. Answer - The 10-point threshold was determined by the Environmental Health Office due to if the facility scores less than 10 points it may not suggest a drastic change in the operation of the facility at the time of the inspection. If more than 10 points was used the facility would probably already be receiving a failing score and would be re-inspected in any way. Duane commented that Environmental Health does not have the staff to complete re-inspections just because a facility wanted a better score. And he added it is not good practice to postpone routine facility inspections to accommodate this type of re-inspection. Kathryn Grams asked how often they are allowed a low score. Answer – Facilities would only be allowed to apply for this program one time. If they earn a failing score they are re-inspected within 10 days. If the facility continues to receive low scores the management may be brought into the Environmental Health office for a conference to address the issues noted during the inspections.

**Old Business**

By Laws – A copy of the updated by-laws were presented by Debbi Heard, Board of Health Liaison/Administrative Assistant. These by-laws were discussed at a previous meeting and presented for a vote. The motion to approve the Bylaws as presented was made by Ms. Cindy Barge, seconded by Commissioner Marty Smith.

**Teresa McDaniel**

Financial

Teresa provided the Financial Report (See narrative attached.)
Amy McColley, RN  
Clinical

Amy provided the Clinical Services Report (See narrative attached.)

Seth Woodrow  
Environmental Health

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

Milena Perez  
WIC Program

Milena provided the WIC Report (See narrative attached.)

Dr. Olugbenga Obasanjo, MD, District Health Director  
District 4/Public Health Report

Dr. Obasanjo thanked the board for their support, and Ms. Barge, Dr. Grams, and Mr. Jones for their participation in the CHIP meeting for the accreditation process. District 4 plans to submit documents for accreditation on August 31st, 2018 at 1:30 pm. All board members are encouraged and invited to join the health department staff as Dr. Obasanjo presses the button to submit the application. Board of Health members may participate via telehealth at their local Health Department. We plan to upload our documentation on December 28, 2018.

Dr. Lillianne Lewis, MD, MPH, was introduced to the board. Dr. Lewis is a pediatrician with an interest in becoming a Public Health Director. She is doing a year long fellowship with District 4. During this time, she is seeing patients in all district health departments.

The Save the Date flyer was reviewed.

District 4 Annual Health and Wellness Day will be October 5th, 2018 at the Rock Ranch. All board members are invited and encouraged to attend. Dr. Larson inquired about the location of the Rock Ranch, Dr. Obasanjo replied it was located in Upson County. Seth Woodrow, Environmental Health Director, included the Rock Ranch is located between Thomaston and Barnesville.
Richard Haliburton  
Carroll County Training Center

Richard provided the Training Center Report. (See narrative attached.)

**Board of Health Member Reports/Updates**

None

**Service Award**

None

**Public Comments**

Ms. Jamie Brandenburg stated her son Jackson was a member of Scouts America. He wants to be a doctor and is in the process of earning his Public Health badge. All board members expressed pleasure in his attendance and goals. Dr. Larson commented she had family members involved in Scouts America. She also included Public Health as an important part of the health field, and her medical focus was infectious diseases.

There being no further business Chairperson Dr. Laura Larson adjourned the meeting at 12:48 pm.

Laura Larson, MD, Chairperson  
Date

The next Carroll County Board of Health meeting is scheduled for noon on September 25th, 2018 at Tanner Medical Center in the Tanner Board Room #1.

District 4 Public Health  
Serving Butts, Carroll, Coweta, Fayette, Heard, Henry, Lamar, Meriwether, Pike, Spalding, Troup and Upson Counties