Minutes

CARROLL COUNTY
BOARD OF HEALTH MEETING
September 25th, 2018 @ Noon
Tanner Medical Center – Board Room

The Carroll County Board of Health held their bi-monthly meeting at noon on September 25th, 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
- Kathryn Grams
- Terry Jones
- Mayor Walt Hollingsworth

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
- Amy Fenn, RN, BSN, Assistant Director of Nursing
- Teresa McDaniel, Administrator
- Melinda Bailey, District Environmental Health

Others
- Richard Halliburton, Carroll County Training Center
- Dillard Buchanan, Local Videographer

Chairperson Dr. Laura Larson called the meeting to order at noon.
The minutes from the July 24th, 2018 meeting were presented for approval. Mayor Hollingsworth made the motion to approve the minutes as presented, seconded by Kathryn Grams.

New Business

Pop Up Food Service Operations – Seth Woodrow, Environmental Health Manager, presented Pop Up Food Service Operations. Recent revisions to the Food Service Code allows for Pop Up facilities. This revision allows a facility to set up at a pre-approved location and sell food prepared and packaged at their facility. Permits are not required for these operations, just pre-approval and the facility that is providing the food must be permitted. There are no routine inspections, only inspections as needed. Facilities are limited to operating for three hours and must provide proper hot and cold storage. No cooking will be allowed at the Pop Up establishment. The main organization pushing for this is a company called Fooda. They pair office buildings with permitted food service facilities. As of right now, the only one in our district is in Henry County, however, this could possibly expand to all twelve counties in our district. No action is needed by the board of health.

Old Business

Food Service Re-Inspection Policy – The Food Service Re-Inspection Policy was presented by Seth Woodrow, Environmental Health Manager, at the last meeting and board members were given an opportunity to ask questions. A motion to accept the policy as presented was made by Dr. Grams with a second by Mayor Hollingsworth. The policy was unanimously approved.

Teresa McDaniel
Financial

Teresa provided the Financial Report (See narrative attached.)

Amy McCollery, 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.)
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.

All domain leaders are uploading documents for Accreditation. Dr. Obasanjo wants all documents uploaded and ready to “Push the Button” December 28th, 2018 to officially submit our documentation for Accreditation.

Protect Your Employees – The District 4 Public Health office of Emergency Preparedness and Response offers education and training in becoming a Closed Point of Dispensing (POD.) Dr. Larson asked how many Closed POD’S we have in Carroll County. Amy McColley, RN, stated she did not have an exact number, but we could always use additional locations. Teresa McDaniel responded all city and county governments and school systems are being asked to become POD sites.

Richard Haliburton
Carroll County Training Center

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

Board of Health Member Reports/Updates

Cindy Barge attended the National Association of Local Boards of Health Conference in Raleigh, North Carolina August 8th -10th. She met an attorney whose firm covers board of health members and answers questions free of charge. Many colleges and universities use their students to help with outreach. We need to make sure our students are aware of services offered by Public Health, AIDS testing dates, and other pertinent information. Kathryn Grams stated many components of the colleges and universities want to be engaged in the community, and a Memorandum of Understanding (MOU) would need to be negotiated. Amy McColley said we have an MOU. Cindy Barge inquired if any other districts were using their universities.

Public Comments

None

There being no further business Chairperson Dr. Laura Larson adjourned the meeting at 12:37pm.
The next Carroll County Board of Health meeting is scheduled for noon on November 27th, 2018 at Tanner Medical Center in the Tanner Board Room #1.