COWETA COUNTY BOARD OF HEALTH MEETING
Agenda May 15th, 2018 @ 3:30PM
COWETA COUNTY HEALTH DEPARTMENT CONFERENCE ROOM

The Coweta County Board of Health held their bi-monthly meeting at 3:30pm on May 15th, 2018 in the Coweta County Health Department Conference Room.

Attendees:  

**Board of Health Members**
- Commissioner & Chairman Paul Poole
- Dr. Kay Crosby, Vice Chairperson
- Tippie Conner
- Steve Barker, School Superintendent
- Gloria Barnes, RN

**Coweta County Health Department Managers/Representatives**
- Angie Nutt, RN, County Nurse Manager
- Tammy Brawley, Customer Service II
- David Burnham, Environmental Health Manager
- Jessica Ryan, Regional Nutrition Manager

**District 4 Office Representatives**
- Dr. Olugbenga Obasanjo, District Health Director
- Teresa McDaniel, District Administrator
- Duane Fields, District Environmental Health Director
- Barbara Stephens, District Director of Business Operations
- Marylyn McPhie, District Payroll Specialist
- Debbi Heard, Exec. Assistant/Board of Health Liaison
- Amanda Storey, Budget Analyst
- Susie Hammock, Accreditation/Quality Improvement Coordinator

**Others**
- Michael Hill, Legal Counsel
- Jerri Ann Conner, Legal Counsel
- Michael Fouts, County Administrator
- Dr. Sonny Ouyeabor
- John Bermingham
Chairman Paul Poole called the meeting to order at 3:33 pm and determined a quorum. Chairman Paul Poole provided the Invocation and led the Pledge of Allegiance.

The May 15th agenda was presented for approval. Steve Barker made the motion to accept the agenda as presented, seconded by Vice-Chairperson Dr. Kay Crosby.

The March 27th, 2018 meeting minutes were presented for approval. Tippie Conner made the motion to accept the minutes as presented, seconded by Vice Chairperson Dr. Kay Crosby.

**New Business**

FY’19 Budget – Teresa McDaniel presented the FY’19 Budget for approval. She also handed out information about the General Grant-In-Aid Formula. Steve Barker made the motion to accept the budget as presented, seconded by Vice Chairperson Dr. Kay Crosby.

**Old Business**

None

**Teresa McDaniel**  
**Financial Report**

Teresa provided the Financial Report. (Narrative Attached)

**Angie Nutt, RN, BSN**  
**Nursing & Clinical Services**

Angie provided the Nursing Report. (Did not provide a Paper Report) (Narrative Attached)

**Jessica Ryan**  
**WIC**

Jessica provided the WIC Report. (Narrative Attached)

**David Burnham**  
**Environmental Health**

David provided the Environmental Health Report. (Narrative Attached)

**Olugbenga Obasanjo, MD**  
**District4/Public Health**

Dr. Obasanjo
Board Member Comments/Reports

Commissioner and Chairman Poole announce we still have a vacant seat and thanked everyone for all they do for Coweta County.

Public Comments

None

Adjourn

Vice-Chairperson Dr. Kay Crosby made the motion to adjourn, seconded by Steve Barker. The meeting was adjourned at 4:03pm.

Paul Poole, Vice Chairman  9/18/18  Date

The next Coweta County Board of Health Meeting is scheduled for July 17th, 2018 at 3:30pm in the conference room at the Coweta County Health Department.
### (Coweta) Board of Health Meeting
#### (Environmental Health) Narrative

**Date:** May 15, 2017  
**(reporting period – Mar 2018-Apr 2018)**

<table>
<thead>
<tr>
<th>Topic</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Facilities</td>
<td>FS inspections are up-to-date. Additional personnel helped the department increase inspection totals. Comm. Poole asked about leaks at Hardee’s - Hwy 154 location. Roof will be replaced.</td>
</tr>
<tr>
<td>On-Site</td>
<td>New septic permits are steady. Scanned drawings are around 15,000.</td>
</tr>
<tr>
<td>Rabies</td>
<td>Only 1 animal- dog tested for rabies- negative results.</td>
</tr>
<tr>
<td>Personnel</td>
<td>EHS I position is open since Gina Duffey moved to Spalding Co. and accepted a position in Spalding EH.</td>
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*INFORM-PREVENT-PROTECT*

Presented by: _David Burnham_
Coweta Board of Health Meeting  
Financial Narrative  

Date: May 15, 2018  

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<tr>
<td>FY19 Budget</td>
<td>FY19 Budget approval. Motion to approve FY19 budget made by Dr. Barker, seconded by Dr. Crosby, all in favor. Handouts were given to board members showing the new GIA formula calculation. No discussion.</td>
</tr>
<tr>
<td>FY18 Budget</td>
<td>Budget is underspent at 77% for 10 months. Spending should be at 83%.</td>
</tr>
</tbody>
</table>
| Financial Report | The Financial Report was presented to the Board.  
Revenue:  
FY18 Revenues: $1,487,041 compared to FY17 Revenues: $1,421,408. An increase of $65,633.  
Clinical/Medicaid Fee Rev is up $8282 over LY.  
EH Fee Rev up $17,520 over LY.  
Total Fee Rev is up $25,802 compared to LY.  
Other Rev is up $39,829 over LY.  
Expenses:  
FY18 Expenses: $1,493,043 compared to FY17 $1,215,914.  
An increase in spending of $ 277,129 over LY. (Salaries up, other operating down) |
| Additional Information | None. |

INFORM-PREVENT-PROTECT  
Presented by: Teresa McDaniel  
District 4  

District 4 Public Health  
Rev 9/16 DH
**Coweta Board of Health Meeting**  
**Nursing Narrative**

05/15/2018

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<tr>
<td>Staffing</td>
<td>Fully staffed now. Transferred LPN from clinical services to administrative services due to medical condition. Will reassess her medical condition in 6 months and see if doctor releases her back to work and see patients. Deb Cox LPN from district office will be coming two days a week to assist with clinic. Julie Marty will be attending the Diabetes and Hypertension workshop in Augusta at the end of this month. Shealyn Norton is new Tech who has completed all her training and now working well in clinic. NP part time. Would like to make her full time if county can fund half her salary. She is averaging 6 patients a day.</td>
</tr>
<tr>
<td>Fayette</td>
<td>I am no longer covering Fayette County. Strictly Coweta County now only.</td>
</tr>
<tr>
<td>Clinical Updates</td>
<td>Scoliosis screening in schools completed and all immunization audits completed. June 27th is National HIV testing day. We will be offering free HIV test that day. I will not be attending the July BOH meeting. I will be going to Marshall Islands from July 10-August 3rd to help with TB and Leprosy outbreak.</td>
</tr>
<tr>
<td>Building Updates</td>
<td>Need extra parking space for staff. Request made to county at budget meeting to fence in health department to avoid people roaming into staff parking when new facilities built. Construction crew is trashing parking lot. Spoke with General foreman and he assured me he would address with his staff.</td>
</tr>
<tr>
<td>Questions/Concerns</td>
<td>Any questions or concerns.</td>
</tr>
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INFORM-PREVENT-PROTECT  
Presented by: Angela L Nutt, RN
### Coweta Board of Health Meeting
#### WIC Narrative

**Date:** 05/15/18

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<tr>
<td>Participation</td>
<td>Review Coweta WIC reports for March and April 2018. Caseload decreased during the specified time frame. Clinic continues to work on in-reach and outreach as well as calling all missed appointments.</td>
</tr>
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| Common Risk Factors    | **Women:** The most common risk factor was overweight. Other top risk factors include high maternal weight gain, low maternal weight gain and low hemoglobin.  
                       | **Infants:** The most common risk factor was prematurity. Other top risk factors include low birth weight and short stature.  
                       | **Children:** The most common risk factor was low hemoglobin. Other top risk factors include overweight, obesity, prematurity and short stature.          |
| 1st Trimester Enrollment | Below state standard of 60% for both March and April. The highest percentage was in March (50.0%). Clinic continues to work on outreach and in-reach.                                                   |
| Vendors                | There were 12 WIC vendors for March and April. The highest amount of vouchers cashed was in March (6,183 worth $118,734.44)                                                                                     |
| Other                  | **Staffing:** Will be hiring PT nutritionist and PT CSR. CSR will cover Meriwether (Manchester on Mondays and Greenville on Tuesdays) and Coweta.                                                        |
| Board Member Comments  |                                                                                                                                                                                                           |