The Coweta County Board of Health held their bi-monthly meeting at 3:30pm on September 19th, 2017 in the Coweta County Health Department Conference Room.

**Attendees:**

**Board of Health Members**  
Commissioner & Vice Chairman Paul Poole  
Dr. Kay Crosby  
Tippie Conner  
Steve Barker

**Coweta County Health Department Managers/Representatives**  
Angie Nutt, RN, BSN, County Nurse Manager  
Jan Hall, Office Manager  
David Burnham, Environmental Health Manager  
Jessica Ryan, Regional Nutrition Manager

**District 4 Office Representatives**  
Dr. Obasanjo, District Health Director  
Brigid Smith, District Administrator  
Duane Fields, District Environmental Health Director  
Debbi Heard, Exec. Assistant/Board of Health Liaison  
Wendy LeVan, RN, Director of Nursing & Clinical Services  
Marylyn McPhie, District Payroll Specialist

**Others**  
Michael Fouts, County Administrator  
Jerry Ann Conner, Legal Counsel

Commissioner & Vice Chairman Paul Poole called the meeting to order at 3:37pm and determined a quorum. The Invocation was provided by Mr. Steve Barker. Commissioner and Vice Chairman Paul Poole led the Pledge of Allegiance.

Minutes and attachments from the May 16th, 2017 meeting were presented for approval. Commissioner and Vice Chairman Paul Poole made the motion to accept the minutes as presented, seconded by Mr. Steve Barker.
New Business

Commissioner & Vice Chairman Paul Poole discussed electing a new Chairman and Vice Chairman at the November 21st Meeting.

County Administrator Michael Fouts reported Chairman Jim Wright resigned his position with the board this week due to health issues.

Old Business

None

Brigid Smith
Financial Report

Brigid provide 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)

Dr. Obasanjo
District4/Public Health

Dr. Obasanjo stated he is still interim in Macon. The had interviews but no one was selected. Interviews will be scheduled last of November. He is hoping to be back full time at end of year. Dr. Obasanjo stated his time in Macon has been good for District 4. The site visit for Accreditation was done for Macon District in August, and told us a lot about what we need to work on. Dr. Obasanjo will ”push the button” to submit application at 1pm on December 29th. All health departments and board of health members are invited to join in the event by VICS on that day. Dr. Obasanjo stated that at the site visit board members will be interviewed, (Ex. If we said we had discussion on opioid they will bring it up.) If you cannot answer questions that show you were engaged and knowledgeable about topics discussed, the interview will end at that time. A summary of what was sent with the application will be given to all board members.

Ms. Debbi Heard invited board members to attend the Legislative Breakfast & Luncheons on September 22nd Luncheon in Griffin, and September 29th Luncheon in Newnan or October 2nd, 2017 Breakfast in Lagrange. The slogan for meetings is Healthy Georgia Healthy Communities
Dr. Obasanjo invited all board members to attend District 4 Annual Health and Wellness Day on October 6th at The Rock Ranch.

GPHA (Georgia Public Health Association) will be in April next year. All board members are invited to attend.

APHA (American Public Health Association) is November 6th-8th 2017, is being held in Atlanta, Georgia this year. If any board member would like to attend let us know so we can get you registered.

Commissioner & Vice Chairman Paul Poole asked what was our response to Hurricane Irma? Angie Nutt, CNM stated that all employees were on-call and no one had to be deployed. She stated Jay Jones opened the Emergency Operations Center here in the county and that she went by on Monday and was very impressed with how it was manned.

Wendy LeVan stated that the Red Cross opened 210 shelters and several Good Samaritan shelters were also opened. 208 Public Health nurses from across the state responded and 25 volunteer nurses responded. Out of District 4, 7 nurses and 2 administrative staff were called and responded to Columbus and Macon areas. The County Nurse Managers made sure the health departments were checked for power outages. We lost no vaccines due to power outages.

Duane Fields of Environmental Health stated they inspected the Red Cross shelters and some Good Samaritan shelters. 4 EH employees were sent to Bibb and Peach Counties to help with inspection of restaurants that had power outages. 2 EH employees from Fayette and 2 from other counties responded.

Wendy LeVan reminded the board that the flu was here and to get their flu shots. Macon had a case of the flu in a shelter. All staff and everyone exposed were treated.

Commissioner & Vice Chairman Paul Poole asked how do we know where shelters are? Duane stated he had a list from the Red Cross. If they heard of any Good Samaritan shelters EH visited them and got information. Duane stated a Florida group rented a warehouse in Lamar county and manned it. During the storm, the lights went out and our EP staff from District took them 2 generators to use.

Commissioner & Vice Chairman Paul Poole asked what went wrong in the nursing home in Florida where they had the deaths. Dr. Obasanjo stated they were overwhelmed and not as coordinated as we are in Georgia. Florida did not have a quick response.

Public Comment

None

Ms. Tippie Conner made the motion to adjourn, seconded by Commissioner and Vice Chairman Paul Poole. The meeting was adjourned at 4:30pm.

Paul Poole, Vice Chairman

3/17/18
Date
The next Coweta County Board of Health Meeting is scheduled for March 27th, 2018 at 3:30pm in the conference room at the Coweta County Health Department.

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

## Nursing Narrative

**09/19/2017**

<table>
<thead>
<tr>
<th>Topic</th>
<th>Comments</th>
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<tbody>
<tr>
<td>Staffing</td>
<td>Dawn Sierra accepted LPN position. She is working at full force. Julie Marty, RN returned to work for us. Have two nurses out on medical leave for surgery. Denise Kilgore filling in to assist with clinic.</td>
</tr>
<tr>
<td>Nurse Practitioner</td>
<td>Cindy Tucker accepted the nurse practitioner position. Cindy was a previous employee of the health department many years ago and worked at Newnan OB prior to returning here. She is fully trained and anxious to start seeing clients.</td>
</tr>
<tr>
<td>Clinical Updates</td>
<td>Started immunization audits in school. Have started giving flu vaccines. Annual Immunize Ga Conference was rescheduled to October 26, due to hurricane Irma. Nurses are attending the True Colors training offered by the district office.</td>
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<tr>
<td>Emergency Drill</td>
<td>EP drill held on September 14, 2017 was a huge success. This year we did in conjunction with the county employee health fair at the Coweta Fairgrounds to have more active participation. We had over 200 people come through the drive thru POD for their flu vaccine. This helps us prepare for future events that may call for mass dispensing. District office EP staff assisted in the drill, Coweta HAM radio guys participated, different closed POD participants participated in the drill. Had a good experience this year with a participant who actually had an allergic reaction to the vaccine and we got to actually practice what we would do in that event. Mr. Poole asked what type of reaction did participant have and what actions did we take. Informed him that it was a localized reaction at the injection site and that we initiated our emergency protocol and applied cool compresses to the site and the reaction immediately started to calm down.</td>
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<tr>
<td>Questions/Concerns</td>
<td>Any questions or concerns.</td>
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**INFORM-PREVENT-PROTECT**

Presented by: Angela L Nutt, RN
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<td>FY17 Budget</td>
<td>Coweta finished the year with expenses $297,264 lower than revenues. We put money in fund balance. Audit has been conducted and Audit books are available. No findings. PYPI is $898,275.16 (Budget has $869,093) Budget Revision will increase by $29,182. Fund Balance is $517,948.29. GIA is $702,830. Budget has $698,223 Revision will increase by $4,607.</td>
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| FY17 District Programs Support Coweta County Health Dept. | District Programs send money to Health Departments for assisting with the program. FY17  
STD 283 $ 2,415  
C 1st 024 $ 6,250  
TB $ 6,633  
Immun $ 3,083  
WIC gives an average of $900 a month for their portion of shared costs of expenses like utilities, phone, etc. |
| Financial Report      | The Financial report was presented to the Board. Revenue: FY17 Revenues: $1,866,283 compared to FY16 $1,771,398. An increase of $94,885. Clinical/Medicaid Fee Rev down from $23,788 from last year. EH Fee Rev up $22,820. Other Rev up $95,854  
Expenses: FY17 Expenses: $1,569,019 compared to $1,504,972. An increase in spending of $64,047 over previous year. (Savings of $30,374 in salary) |
**Report Title**: Environmental Health Narrative

**Date**: September 19, 2017

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<td>Facility Management</td>
<td>Little behind in food service inspections. Tonya helping to catch up with those inspections. Cameron Chavez continues FS training. A few scored a &quot;U&quot;; all major violations for food borne illness corrected before leaving facility; follow-up within 10 days McDonald's focused on by paper. Dr. Barker hired new person for nutrition program and will have her contact us for future reference.</td>
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<tr>
<td>On-site</td>
<td>There is a downward trend for last four months for new residential permits – many subdivisions under review and will begin constructions phase soon. 900 lot inventory; 14 new subdivisions submitted for the year to date. Increase in amount of septic evaluations for structure additions and real estate closings.</td>
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<td>Rabies</td>
<td>One specimen, a fox tested positive for rabies virus. Attach person working in yard; person was administered rabies vaccine. One person did not want specimen sent to lab and wanted to have rabies vaccine.</td>
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<td>Personnel</td>
<td>Advertised (district only) for additional EHS I position. One person submitted I. Will interview next week.</td>
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<td>Water/Well</td>
<td>Commissioner Poole asked about issues with water color in Turin and asked to follow up with any help or suggestions.</td>
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**Coweta Board of Health Meeting**

**WIC Narrative**

**Date:** 09/19/17

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<td>Participation</td>
<td>Review Coweta WIC reports for April-July 2017. Caseload decreased over the last 4 months. Clinic continues to work on inreach and outreach as well as calling all missed appointments and clients without issues report.</td>
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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 and prematurity, and short stature. |
| 1st Trimester Enrollment | Below state standard of 60% for both April-July. Highest month was April (53.3%). Clinic continues to work on outreach and in-reach. |
| Vendors              | There were 14 WIC vendors for April-July 2017. The highest amount of vouchers cashed was in June (7,608 worth $125,763.68) |
| Other                | Staffing: Megan Byrom transferred to Meriwether in July and has since left D4. Combined PT Meriwether position with PT Coweta position and created one FT position to cover both clinics. Kelly Oakes was PT temp since June and now FT temp until she completes her temp hours. Chantal Robinson was FT temp, but now D4 employee since August 1. |
| Board Member Comments | N/A                                                                                                                                  |