FAYETTE COUNTY
BOARD OF HEALTH MEETING
JANUARY 9TH, 2018 @ 7:30AM
FAYETTE COUNTY HEALTH DEPARTMENT CONFERENCE ROOM

The Fayette County Board of Health held their bi-monthly meeting at 7:30am on January 9th, 2018 in the Fayette County Health Department Conference Room at 140 Stonewall Ave. W. Ste. 107, Fayetteville, GA 30214.

Attendees:  

Board of Health Members
Commissioner Charles Rousseau  
Dr. Loida Bonney, Vice Chairperson  
Ted Toles, Chairman  
Joseph Barrows  
Mayor Vanessa Fleisch  
Dr. Thomas Faulkner

Fayette County Health Department Managers/Representatives
Angie Nutt, RN, BSN  
Jan Hall, Office Manager  
Robert Kurbes, Environmental Health Manager  
Jessica Ryan, Regional Nutrition Manager

District 4 Office Representatives
Olugbenga Obasanjo, MD, District Health Director  
Teresa McDaniel, District Administrator  
Duane Fields, District Environmental Health Director  
Wendy LeVan, Director of Nursing & Clinical Services  
Barbara Stephens, Director of Business Operations  
Susie Hammock, Accreditation Coordinator

Others
Patrick Stough, Legal Counsel  
Deb Presley-Christensen, Fayette Care Clinic  
Melody Mills

Chairman Toles called the meeting to order at 7:30am. Commissioner Rousseau provided the Invocation. Chairman Toles led the group in the Pledge of Allegiance.
The January 9th, 2018 agenda was presented for approval. Commissioner Rousseau made a motion to accept the agenda as presented, seconded by Mayor Fleisch.

The minutes from the November 14th, 2017 meeting were presented for approval. Dr. Faulkner made a motion to approve the minutes as presented, seconded by Commissioner Rousseau.

New Business

Chairman and Vice Chairman Elections- Vice-Chairperson Dr. Bonney made the motion for Chairman Toles to continue serving as Chairman for 2018, seconded by Commissioner Rousseau. Commissioner Rousseau made the motion for Vice Chairperson Dr. Bonney to continue serving as the Vice-Chairman, seconded by Dr. Faulkner.

Thank you Letter-Chairman Toles read a letter from the Fayette County Fire & Emergency Services thanking us for allowing Robert Kurbes and Debbie Straight to continue to assist with the wrap-up shows for their Fire Safety Education Program. Chairman Toles thanked Robert and Debbie for doing a tremendous job with the Safe Kids Program.

Old Business

Angie Nutt, County Nurse Manager, stated the building committee has a meeting next week. She discussed the Emergency Preparedness program was interested in space in the building as to be centrally located in the district. Mayor Fleisch asked what study had been done to show that we needed a new building. Angie stated the county fire department had cited us for not being “up to code”. Angie stated that we do not have exams rooms for the staff we need. Chairman Toles stated if we had more room and staff we could contract with the county to coordinate services they need. Vice Chairperson Dr. Bonney stated that the nurses are using exam rooms and their offices also. Robert Kurbes stated that Environmental Health only serves Fayette County. He has a new employee and has no office for him, and he also needs room for record keeping. Chairman Toles stated the biggest need we have is continuation of care. WIC is located away from health department now and we need to be closer together to serve our clients better. Angie stated we do a good job of collecting fees from clients. We see a lot of Clayton County clients because they can come in and can be seen in less than 30 minutes and in Clayton they go and line up to see if they can get a number to be seen that day. Angie stated regardless of us having a new building we have to see the patients. Mayor Fleisch stated she does not want to put burden on tax payers. Deb Pressley-Christensen from Fayette Care Clinic stated if we keep neighbors healthy it will keep us healthy. Commissioner Rousseau stated when moving to new building data is important but we are Department of Public Health. Residents of state should be able to go anywhere in the state for services. It would be a disservice if we discouraged anyone to not walk in our doors for service. We need to sell that we are here for the residents of the state. Mayor Fleisch is concerned that other counties need to help their residents more. Angie stated the county has already renovated us all that they can. Robert stated it had already been renovated 4 times. Angie stated we are proud of the services we offer we just need to find a way to get more space to get the staff needed to see the patients, and the ability to have more staff will allow us to bring in more income. Chairman Toles stated as we see Fayette grow we need to grow with it. We would like to see county residents come to us for all their basic needs. Vice Chairperson Dr. Bonney suggested we need an information sheet that has questions and answers about a new building. We need to work with the Building Committee to come up with one.

Swimming Pool Rules- Duane Fields hopes that the board had a chance to look over the changes he handed out at the last meeting. Robert Kurbes stated that Patrick Stough, County Legal Counsel, has looked over the modified state regulations. Robert does not see any changes in Fayette’s workload due to new requirements.
Apartment/subdivision pools could use Environmental Health to inspect but not required. A lot of owners are using a 3rd party company to keep up pools. New Regulations bring forward updated state codes. Patrick has no objections to new regulations, will work with Robert to take to commissioners and municipalities and with city code enforcement.

Angie Nutt, RN, BSN
Nursing

Angie provided the Nursing & Clinical Services report. (See Narrative attached) Paper report not provided.

Teresa McDaniel
Financial

Teresa provided the Financial Report. (See Narrative attached)

Robert Kurbes
Environmental Health Program

Robert provided the EH report. (See Narrative attached)

Jessica Ryan
WIC

Jessica provided the WIC report. (See Narrative attached)

Dr. Obasanjo
District 4/Public Health

Dr. Obasanjo stated he is still Interim Health Director in Macon. District Health Directors interviews were held in Macon and no candidate was chosen.

Wendy LeVan introduced Ms. Melody Mills who is interning at District 4 and she is a Fayette county resident. Wendy LeVan introduced Ms. Susie Hammock Accreditation Coordinator. She provided a handout on the Strategic Plan, which is one of the three prerequisites required by PHAB (Public Health Accreditation Board) before an agency can apply for Accreditation. Hopefully we will be able to push button to apply for Accreditation on August 30th, 2018. Dr. Obasanjo stated that we came up with a date after sitting down for 2 days and looking at a lot of data from the Macon site visit and what we have done.

Vice Chairperson Dr. Bonney introduced Ms. Deb Presley-Christensen from Fayette Care Clinic. She informed the board she was no longer at the Fayette Care Clinic.

Public Comments

None

Adjourn
A motion to adjourn was made by Commissioner Rosseau, seconded by Dr. Faulkner. The meeting adjourned at 8:57am.
The next Fayette County Board of Health Meeting is scheduled for 7:30 am on March 13th, 2018 in the Fayette County Health Department Conference Room.
Fayette Board of Health Meeting  
Nursing Narrative

Date: 01/09/2018

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<tr>
<th>Topic</th>
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<tbody>
<tr>
<td>Nurse Practitioner</td>
<td>Nurse Practitioner will be training with the district contract MD to get checked off on inserting IUD and Nexplanon</td>
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<td>School Based Health Clinic</td>
<td>I have been asked to participate in the School Based Health Clinic Coalition. First meeting will be on January 30, 2018.</td>
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<td>Clinic updates</td>
<td>Scoliosis completed in schools. Awaiting all documentation from MDs on referrals made. Working on NP schedule so that she can start her family medicine protocols. NP is taking course to get her certification to perform DOT physicals and sports physicals.</td>
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<td>Staffing</td>
<td>Jill Bolton is retiring on February 28, 2018. We have posted her position to start the hiring process to fill her position. Valerie McKisic is the new RN hired. She has some Public Health experience.</td>
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<td>Questions/Concerns</td>
<td>Any questions or concerns.</td>
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INFORM-PREVENT-PROTECT
Presented by: Angela L Nutt, RN
# Fayette Board of Health Meeting
## Financial Narrative

**Date: January 9, 2018**

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<tr>
<td>FY18 Budget</td>
<td>Budget is on track for spending at 44% for 6 months.</td>
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<td>Financial Report</td>
<td>The Financial report was presented to the Board.</td>
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<td><strong>Revenue:</strong></td>
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<td>FY18 Revenues: $816,622 compared to FY17 $687,522. An increase of $129,100.</td>
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<td>Clinical/Medicaid Fee Rev down by 31,386 ytd.</td>
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<td>EH Fee Rev down by 19,610 ytd.</td>
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<td>Total fee rev down 50,995 ytd.</td>
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<td>Other Rev up $180,095 (Intra/Inter payment, GIA payments timely)</td>
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<td><strong>Expenses:</strong></td>
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<td>FY18 Expenses: $732,260 compared to FY17 of $659,543. An increase in spending of $72,717 over FY17 (salaries, indirect cost higher)</td>
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<td>Additional information</td>
<td>Budget Revision 1 is presented to align GIA and PYPI to actual. PYPI increased 86,958 and GIA increased 13,447. Intra/Inter and Admin Claiming monies were backed out due to increase in GIA and PYPI. Overall increase to budget is 34,564. The expense side was increased to align YTD spending as needed per line item.</td>
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**INFORM-PREVENT-PROTECT**
**Presented by: Teresa McDaniel**
**District 4**
Fayette County Board of Health Meeting  
Environmental Health Narrative

Date: 01/09/2018

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| Overall Status               | 1) Currently < 1 week turnaround time for new construction septic permits.  
2) 1-2 day turnaround on septic repair permit applications.  
3) Still maintaining 3-5 day turnaround on water samples, septic letters and 5-7 day turnaround on approvals for construction items such as additions, outbuildings and pools.  
4) Staff has completed attending the District True Colors Training in rotation to prevent having office closed. Also, State Required CEU trainings for Inspector Level 2 Certifications (Septic). |
| Staffing                     | 1) Our new EHS Laura Sorrow has begun attending State EHS Trainings and she is currently shadowing other staff and working through regulations in preparation for attendance of the multiple EHS Trainings over the next year as the trainings are offered by state. Adjustments being made to her training schedule for non-work related injury limiting field availability.  
2) Department filled vacant EHS 4 position with Mr. Don Lucas. Don comes to us with great experience (Clayton County and Henry County Health Departments) and will be overseeing our food service program. Don is available for other programs as needed but I intend to utilize his experience in food service for addressing need in routine inspections, plan reviews and training other staff in preparation for Standardization. We are excited about Don joining our team. |
| Fayette County Safe Kids Activities | 1) Department still lead agency with Debbie Straight acting as Coalition Coordinator.  
2) Department staff (Debbie and Robert) were able to participate with FC Dept. of Fire and Emergency Services in the annual fire safety programs in our elementary schools in the county.  
3) Robert Thanked Board for their support of our Injury Control Program efforts. |
| Food Service                 | 1) New staff being considered and would be in position to, with simple Fayette Orientation, step into oversight on this major program.  
2) As noted above in staffing, Don Lucas has joined our staff team and will be taking oversight duties of the food program. Don has strong background in food service and standardization processes and we are looking at putting that experience to work for our department and staff development. |
Fayette County Board of Health Meeting  
Environmental Health Narrative

| Food Service Continued | 3) Mobile units, New Facilities, Farmers Markets and New Owner applications have been staying above normal for this time of year. Staff has been concentrating on these types of time critical requests and food service complaints so routine inspections have been down. We will be utilizing Don to get us back on track to meet State minimum inspection frequencies, and Dept. goal of most facilities at least 2 routine inspections per year.  
4) 2018 Annual fee invoices have been sent out and have started being submitted by our facilities. |
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<td>Public Swimming Pools</td>
<td>1) Robert thanked Board for their adoption of the revised local swimming pool regulations. He will be working with Board Consul to get rules adopted by Fayette County Commissioners and Tyrone City Council, as well as getting them presented to the City of Fayetteville and Peachtree City Councils for local approval.</td>
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<td>Discussion/BOH Questions</td>
<td>1) Chairman Toles requested clarification on out of county based mobile food units and Robert explained that mobile units based in Fayette are permitted and inspected by our department with the required Base of Operation Facility, whereas Mobile units operating within Fayette but based out of county only have the mobile unit permitted and inspected by our department. These unit base of operations are permitted and inspected by the County Health Department in which they are based.</td>
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INFORM-PREVENT-PROTECT Presented by: Robert F. Kurbes
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<tr>
<td>WIC Reports</td>
<td>Review WIC caseload reports for November 2017. Fayette continues to be in the top 5 in District 4 for meeting assigned caseload.</td>
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| Common Risk Factors          | **Women:** The most common risk factor for women was overweight. Other top risk factors for all women were high maternal weigh gain, low maternal weight gain and low hemoglobin.  
**Infants:** The top risk factor for infants was prematurity. Other risk factors included low birth weight and underweight.  
**Children:** The top risk factor for children was low hemoglobin. Other top risk factors included overweight and prematurity. |
| 1st Trimester Enrollment     | Clinic did not meet state goal of 60% for November (30.0%)                                                                                                                                               |
| Vendors                      | Fayette had a total of 14 WIC vendors (6,157 worth $106,148.65)                                                                                                                                          |
| Other                        |                                                                                                                                                                                                          |
| Board Member Comments        | Dr. Bonney, Mr. Toles, Dr. Obasanjo and myself discussed the importance of the WIC program as a community partner including how public health and WIC will benefit from WIC rejoining the health department in the proposed new Fayette building. I discussed that one of the key foundations of the WIC program was as a referral agency for participants to link up with other public health or community programs. |

**INFORM-PREVENT-PROTECT**

**Presented by: Jessica Ryan, RD, LD**

District 4 Public Health

Rev 9/16 DH