FAYETTE COUNTY
BOARD OF HEALTH MEETING
MARCH 13th, 2018 @ 7:30AM
FAYETTE COUNTY HEALTH DEPARTMENT CONFERENCE ROOM

The Fayette County Board of Health held their bi-monthly meeting at 7:30am on March 13th, 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  
Dr. Thomas Faulkner

Fayette County Health Department Managers/Representatives  
Angie Nutt, RN  
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  
Wendy LeVan, Director of Nursing & Clinical Services  
Barbara Stephens, Director of Business Operations  
Debbi Heard, Exeq. Assistant/Board of Health Liaison

Others  
Patrick Stough, Legal Counsel  
Derek Anderson, R.N.  
Monica Colbert, Spalding County Health Department

Chairman Toles called the meeting to order at 7:33am. Commissioner Rousseau provided the Invocation. Chairman Toles led the group in the Pledge of Allegiance.

The March 13th, 2018 agenda was presented for approval. Vice Chairperson Bonney made a motion to accept the agenda as presented, seconded by Commissioner Rousseau.
The minutes from the January 9th, 2018 meeting were presented for approval. Dr. Faulkner made a motion to approve the minutes as presented, seconded by Mr. Barrow.

New Business

None

Old Business

New Building Update

Angie Nutt, County Nurse Manager gave a progress report on the new building efforts:

- Status of land
  1. There is land owned by the county near the Justice Center that could be an option
  2. There is land owned by Pinewood Studios. We need to have discussions with Pinewood.
  3. Piedmont-Fayette Hospital has determined that it does not have land available.

- Status of Donors and dollar amount of funds pledged:
  1. Pinewood Studios
  2. Piedmont-Fayette Hospital
  3. Ronnie Thames Foundation

Follow up meetings with all donors are needed to get written commitment instead of verbal commitments. Everything needs to be in place before going to the county at the end of May.

- Status of CDBG grant & proposal:
  1. An application for CDBG funding would have to occur in the year the project is to begin and be successful. Applications are due April 1st each year. The county was not prepared to go forward with an application until other resources are committed. Pete Nelms and Morris Hutcheson attended the CDBG workshop in December. We need to get firm commitments from other grantors prior to considering approaching the county with a possible application. An application may be a struggle to be successful due to the county’s demographics.

- Status of Partnerships with other non-profits:
  1. Pinewood has expressed interest in partnering on the project. We need to have further discussions with them regarding contributing land instead of equipment.
  2. Ronnie Thames Foundation has expressed interest in partnering on the project with a fire prevention and safety program included. They have proposed other corporate partners and would like all partners to meet and come up with firm commitments. Dr. Obasanjo has proposed such a meeting to take place in late May or early June.
  3. Status of Information Sheet

If we have commitments from donors we would not have to apply for CDBG. Angie stated that we are working on an information sheet on the new building. Chairman Toles stated would like to see building started in 2019. Vice Chairperson Dr. Bonney wanted to know if we had spoken with other non-profits. Piedmont-Fayette Hospital supports the non-profit The Healing Bridge in Peachtree City. Commissioner Rousseau suggested we talk to Congressman Ferguson and Congressman Scott. They may have monies for non-profits that assist with vulnerable clients.
Vice Chairperson Dr. Bonney suggested action item: Commissioner Rousseau to see if he can get a meeting with Congressman Ferguson and Congressman Scott. Vice Chairperson Dr. Bonney stated she would attend meeting with Commissioner Rousseau. Chairman Toles suggested the meeting be held in April.

Angie Nutt, RN, BSN  
Nursing

Angie provided the Nursing & Clinical Services report. (See Narrative attached)

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

Debbi Heard, Exec. Assistant/Board of Health Liaison reviewed the Save the Dates: The Georgia Public Health Association Conference (GPHA) will be held at Jekyll Island on April 4th-6th. All board members are invited. If you would like to attend please contact Debbi so she can reserve your room.

April 30th, is District 4 Professional Development Day will be held at Glendalough Manor in Tyrone. Board Members are invited to attend. If you can't attend the whole day please come for the time you can.

We have started another Leadership course at Mercer. Alecia Kates and Bernice Gay are attending from Fayette. Several have attended this course that is in attendance this morning. A certificate ceremony will be in August 2018.

In the packet is a handout on "The Value of PHAB Accreditation and Domain 12". Domain 12 is the Maintain Capacity to Engage the Public Health Governing Entity, which is the Boards of Health. Debbi will be sending out information to board members as she downloads it. A couple of weeks before the site visit we will go over what was sent in so members interviewed will be knowledgeable when asked questions at the site visit. August 30th is official day to apply for accreditation. Once we apply you will be getting emails regularly from Debbi.

Debbi introduced Monica Colbert from Spalding County. She transferred from Macon District and will be doing the minutes for Spalding County.

Action Items

None
Public Comments

None

Adjourn
A motion to adjourn was made by Commissioner Rosseau, seconded by Dr. Faulkner. The meeting adjourned at 9:08am.

__________________________  _________________________
Ted Toles, Chairman             Date

The next Fayette County Board of Health Meeting is scheduled for 7:30am on May 8th, 2018 in the Fayette County Health Department Conference Room.
Fayette BOH Meeting  
Nursing Narrative

Date: 03/13/2018

<table>
<thead>
<tr>
<th>Topic</th>
<th>Comments</th>
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<tbody>
<tr>
<td>Nurse Practitioner</td>
<td>Nurse Practitioner resigned. Will post her position. Dr. Obasanjo made mention of possibly considering using Medical interns from Emory or Morehouse to get their experience in clinic with us and would keep us with Nurse Practitioner. Dr. Bonney would like to see us get a physician who would live and buy into the community.</td>
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<tr>
<td>School Based Health Clinic</td>
<td>I participated in the School Based Health Coalition meeting on January 30, 2018 and I informed the schoolboard how I felt the Health Department could assist them in their process to start this up. Dr. Barrow thanked me for my willingness and participation with the school on this project.</td>
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<tr>
<td>Clinic Updates</td>
<td>Day Care audits have begun. Letters sent out to all Daycare's and pre-K centers.</td>
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<td>Staffing</td>
<td>Jill Bolton retired on February 28, 2018. We have posted her position. Have interviewed once but no one chosen. New tech will begin work in April. Have District staff coming to work with new RN, Valerie, to get her trained and checked off on requirements.</td>
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INFORM-PREVENT-PROTECT
Presented by: Angela L. Nutt, RN

District 4 Public Health Rev 9/16 DH
Fayette Board of Health Meeting
Financial Narrative

Date: March 13, 2018

<table>
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<tr>
<td>FY18 Budget</td>
<td>Budget is a little under spent at 60% for 8 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>Revenue:</td>
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<td>FY18 Revenues: $1,080,448 compared to FY17 $1,002,397. An increase of $78,051.</td>
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<td>Clinical/Medicaid Fee Rev down by $45,935 YTD.</td>
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<td>EH Fee Rev down by $16,343 YTD.</td>
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<td>Total fee rev down $62,278 YTD.</td>
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<td>Other Rev up $140,328 (Intra/Inter payment, GIA payments timely)</td>
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<td>Expenses:</td>
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<td>FY18 Expenses: $1,010,848 compared to FY17 of $861,592 An increase in spending of $149,256 over FY17 (salaries, indirect cost higher)</td>
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<td>Additional information</td>
<td>None to report.</td>
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INFORM-PREVENT-PROTECT
Presented by: Teresa McDaniel
District 4
Fayette Board of Health Meeting  
WIC Narrative  

Date: 03/13/18

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<tr>
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<tr>
<td>WIC Reports</td>
<td>Review WIC caseload reports for December 2017 and January 2018. Fayette continues to be in the top 5 in District 4 for meeting assigned caseload. We are expecting significant increase in participation due to Clayton closure.</td>
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</table>
| Common Risk Factors    | **Women:** The most common risk factor for women was overweight. Other top risk factors for all women were high maternal weight 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 December or January. However, the rate did improve. The highest percentage was in January (59%). |
| Vendors                | Fayette had a total of 14 WIC vendors. The highest amount was in January (6,763 worth $120,997.50)                                                                                                         |
| Other                  | Karina Montano was officially hired on by D4 02/16/18. She is now FT as well.                                                                                                                                 |
| Board Member Comments  |                                                                                                                                                                                                           |

INFORM-PREVENT-PROTECT  
Presented by: Jessica Ryan, RD, LD

District 4 Public Health  
Rev 9/16 DH
Fayette County Board of Health Meeting  
Environmental Health Narrative  

Date: 03/13/2018

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| Overall Status                      | 1) Currently < 1 week turnaround time for new construction septic permits.  
2) 2-3 day avg. (weather and number) 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. |
| Staffing                            | 1) Laura Sorrow (EHS 1) submitted her resignation on 2/6/18 from our department.  
2) Department worked through District t Office to post position accepting applications for EHS 2, 3 or 4 to see if there are any viable candidates. If unsuccessful, will repost as EHS 1. |
| Fayette County Safe Kids Activities | 1) Department still lead agency with Debbie Straight acting as Coalition Coordinator.  
2) Department staff assisting with programs where possible and time permitting. Bernadette Eaden has successfully completed National CPST training. She has started assisting with monthly Car Seat Minigrant program and car seat classes. |
| Food Service                        | 1) Staff currently working to complete routine inspection frequency. Note slight increase in current numbers.  
2) Staff spending significant time in responding to numerous Farmers Markets and Night Markets with food service proposals. Time consuming due to type of events: Non-exempt and for-profit organizations requiring mobile food service operations as permittable.  
3) 2018 Annual fee invoices have been sent out and have started being submitted by our facilities. Past due date of 2/15/18. Department currently notifying past due facilities of late fees and need for payment. |
Fayette County Board of Health Meeting
Environmental Health Narrative

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<tr>
<th>Public Swimming Pools</th>
<th>1) Fayette County Commission approved revised/updated swimming pool regulations 5-0 on 2/22/18. Robert is currently working with City of Peachtree City, City of Fayetteville and Town of Tyrone to place similar requests for regulatory presentation and local approval on Council Agendas. As with past regulation approval requests, not anticipating any problems</th>
</tr>
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</table>
| Discussion/BOH Questions | 1) A discussion ensued on the topic of EHS Training and certifications. Mr. Toles inquired about potential to decrease training times and I explained that the State has several (5) week long required training classes that a new EHS must attend. These are set up by the state and usually are once a year. However, at a recent conference, a member of the state office staff indicated they are looking at adding additional classes to assist with the training time turnaround across the state. Dr. Obasanjo indicated that he was aware that the state is also communicating with schools who offer EH degrees and programs about the possibility of offering some of the state required certifications as school classwork. Dr. Barrow inquired about internships and Robert responded that while these can be considered, the additional workload on staff usually does not support the effort.  
   2) Commissioner Rousseau indicated that he would be willing to present the topic of training and certifications to the ACCG (Association of County Commissioner of Georgia).  
   3) A discussion was held on the increase incident of Farmers Markets and Night Markets and the challenges they present when operated/organized by for profit groups and not local municipalities. Robert explained the differences between exempt events (usually 1-2 day event sponsored by Municipality), temporary events (by municipality, non-profit and in conjunction with fair or festival, and regular non-exempt or non-temporary events that would require food vendors obtain mobile food unit permits. |

INFORM-PREVENT-PROTECT
Presented by: __Robert F. Kurbes__