BOARD OF HEALTH MEETING
MAY 8th, 2018 @ 7:30AM
FAYETTE COUNTY HEALTH DEPARTMENT CONFERENCE ROOM

The Fayette County Board of Health held their bi-monthly meeting at 7:30am on May 8th, 2018 in the Fayette County Health Department Conference Room at 140 Stonewall Ave. W. Ste. 107, Fayetteville, GA 30214.

Attendees:

**Board of Health Members**
Charles Rousseau, Commissioner
Dr. Loida Bonney, Vice Chairperson
Becky Smith
Ted Toles, Chairman
Joseph Barrow
Vanessa Fleisch, Mayor

**Fayette County Health Department Managers/Representatives**
Melody Wegienka, RN, Interim County Nurse Manager
Jan Hall, Customer Service Representative
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, RN, Director of Nursing & Clinical Services
Barbara Stephens, Director of Business Operations

**Others**
Patrick Stough, Legal Counsel

Chairman Toles called the meeting to order at 7:31am. Commissioner Rousseau provided the Invocation.
Chairman Toles led the group in the Pledge of Allegiance.

The May 8th, 2018 agenda was presented for approval. Joseph Barrow made a motion to accept the agenda as presented, seconded by Becky Smith.
The minutes from the March 13th, 2018 meeting were presented for approval. Becky Smith made a motion to approve the minutes as presented, seconded by Vice Chairperson Dr. Bonney.

**New Business**

**FY 19’ Budget**: Teresa McDaniel presented the FY’19 Budget for approval. A motion to accept the budget as presented was made by Becky Smith, and seconded by Commissioner Rousseau.

Wendy Levan, RN introduced Melody Wegienka, RN as Interim County Nurse Manager. Angie Nutt, RN is back in Coweta County full time and Jan Hall is back in Fayette County full time now.

**Old Business**

**New Building Update**

Robert Kurbes, Environmental Health Manager provided a progress report on the new building efforts:

Robert reported that a meeting was held on May 2nd, 2018 with State Representative Drew Ferguson and he agreed we had a need for improvements. Representative Ferguson said we have a great goal in working to get a new building but it was not an immediate goal. Representative Ferguson gave some ideas of different funding to work on and suggested that we look for a vacant space that previously housed a big box store which would allow us to lay out a plan for the health department, environmental health and WIC to be under the same roof. Robert is looking at different locations for accessibility for staff and our clients. Chairman Toles stated the board was looking to bring in the Fayette Care Clinic into the new building but is not sure if would have room at this time. Commissioner Rousseau said we need to check with the Tax Assessors office to see if an owner could get a tax break if they rented a building to Public Health.

**Wendy LeVan, RN, Clinical**

Wendy 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**
Dr. Obasanjo thanked Mayor Fleisch for attending the Professional Development Day. He also thanked Chairman Toles, Vice Chairperson Dr. Bonney, and Commissioner Rousseau for attending the GPHA (Georgia Public Health Association) Conference in April. Dr. Obasanjo said the plan is to elect Chairman Toles as the chairman of the GPHA Governance Section.

Dr. Obasanjo has been back full time in District 4 for 2 months. He enjoyed his time in Macon and learned a lot about Accreditation. Plans are for him to start working in Clayton County to help them.

We are in the middle of the Accreditation process at this time. We plan to officially apply on August 31st. We need to have the Community Health Improvement Plan ready. We have 2 meetings scheduled at the District Office or by VICS on May 25th from 10am-3pm and on June 29th from 10am-1pm. We are planning to push the button on August 31st by VICS, and all staff will be a part of it. Dr. Obasanjo said we will be hearing a lot about Public Health 3.0 in the future. Accreditation is a major step of Public Health 3.0 and adds value to us.

Chairman Toles will be attending the NALBOH (National Association of Local Boards of Health) Conference on August 8th-10th, 2018 in Raleigh, NC.

Commissioner Rousseau left the board meeting at 8:46am. Joseph Barrow left the meeting at 8:57am.

**Action Items**

None

**Public Comments**

None

**Adjourn**

A motion to adjourn was made by Becky Smith, seconded by Chairperson Bonney. The meeting adjourned at 9:00am.

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**Ted Toles, Chairman**

Date

The next Fayette County Board of Health Meeting is scheduled for 7:30am on July 10th, 2018 in the Fayette County Health Department Conference Room.
### Fayette BOH Meeting

**Nursing Narrative**

**Date:** 05/08/2018

<table>
<thead>
<tr>
<th>Topic</th>
<th>Comments</th>
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<tbody>
<tr>
<td>County Clinical Management</td>
<td>Angie returned to Coweta County Management ONLY effective April 13th. Since then the District has provided leadership and management. Melody Wegienka, Communicable Disease Nursing Coordinator and former CNM in Troup will be here until a permanent replacement is found.</td>
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<tr>
<td>Staffing</td>
<td>New Tech: Kathleen Deiley “Kathy”- Will be providing General lab services as well as assisting the nurses with patient work-up. RN, Valerie McKisic continues with training. Currently doing PCM and Immunizations/Travel. will have provisional protocol for WH and STD starting next week. Additional nurses from the district office, Coweta and Spalding counties will be assisting in clinic as needed. Interviewing for NP on May 15th and RN on May 18th.</td>
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<td>Clinic Updates</td>
<td>All staff participated in the District Professional Development Day on April 30th at Glendalough Manor in Tyrone. WE are beginning a busy time for travel vaccines as well as Immunizations and HVD exams as required for school registration. We will be participating in the Back to School Bash on August 4th as well as offering some specific days in the months of June and July to serve those families with back to school needs.</td>
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<td>Visit from Representative Drew Ferguson and BOH Members</td>
<td>Representative Drew Ferguson visited the Health Department on May 2nd accompanied by some BOH members and District Office executive leadership.</td>
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<td>FY19 Budget</td>
<td>FY19 Budget approval. Motion to approve made by Ms. Smith, seconded by Mr. Rousseau, all in favor.</td>
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<td>FY 18 Budget</td>
<td>Budget is underspent at 73% for 10 months. Spending should be at 83%.</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: $1,330,825 compared to FY17 $1,331,320. <strong>A slight decrease of $495.</strong></td>
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<td>Clinical/Medicaid Fee Rev down by $54,622 YTD.</td>
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<td>EH Fee Rev down by $16,915 YTD.</td>
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<td>Total fee rev down $71,537 YTD.</td>
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<td>Other Rev up $71,041</td>
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<td>Expenses:</td>
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<td>FY18 Expenses: $1,241,729 compared to FY17 of $1,146,050</td>
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<td>An increase in spending of $95,679 over FY17 (salaries)</td>
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<td>Additional information</td>
<td>None.</td>
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**INFORM-PREVENT-PROTECT**  
Presented by: Teresa McDaniel  
District 4
Fayette County Board of Health Meeting  
Environmental Health Narrative

Date: 05/08/2018

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| Overall Status                 | 1) Currently < 1 week turnaround time for new construction septic permits.  
                                    2) 1-2 day avg. (weather and number) turnaround on septic repair permit applications. This did creep up to 3-4 days during recent weather issues but is currently 1 day turnaround.  
                                    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) Donald Ackerman accepted an EHS III position with our department effective May 1, 2018. With Donald’s experience with Environmental Health and Occupational Health from both military and federal service, we are looking forward to getting him trained for Georgia and out in the field. We intend to get him active in some programs (food, tourist accommodation and pools) immediately after a shadowing and orientation period with our staff, and through the state required training and certifications as soon as the state training schedule allows. |
| 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. Debbie attended the Safe Kids of Georgia Conference May 7 and 8, both Debbie and Robert assisted with presentations/activities at the DEFACS event Saturday 4/28/18, and Robert assisted with a Citizens Fire Academy safety show in March. |
| Food Service                   | 1) Staff working toward getting all facilities checked at least 1 time by end of June.  
                                    2) Don Lucas has been instrumental in handling plan reviews and getting us back on track for routine inspections.  
                                    3) Robert noted EH reported showed significant increase (16) since last reporting period.  
                                    4) Robert indicated past issue with annual fee submission has improved and thanked the Board again for their assistance with the enforcement tools they provided. |
| Tourist Accommodations         | 1) Staff worked on and issued our first Bed and Breakfast TA Permit. Austin has been receiving several calls on additional B & B proposals. |
Fayette County Board of Health Meeting  
Environmental Health Narrative

| Public Swimming Pools | 1) City of Peachtree City and City of Tyrone approved department requests for local adoption of updated swimming pool regulations. Debbie attended PTC Council Meeting and Robert attended Tyrone Council Meeting. Both requests were passed unanimously.  
2) Robert working with City of Fayetteville to get updated regulations on City Council agenda. As with past regulation approval requests, not anticipating any problems. |
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<td>Discussion/BOH Questions</td>
<td>1) Mayor Fleisch inquired about tick control for the proposed park on the Lake Peachtree Island project. Robert indicated that there are various pest control companies that provide tick control, or with proper certifications could obtain and apply control chemicals through supplies and have public works apply. He also indicated there are brochures available that could be placed out on the path connection or path information stations.</td>
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INFORM-PREVENT-PROTECT Presented by: Robert F. Kurbes
### Fayette Board of Health Meeting
#### WIC Narrative

**Date:** 05/08/18

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<tr>
<td>WIC Reports</td>
<td>Review WIC caseload reports for March 2018. Fayette is top clinic in district for meeting percentage of assigned caseload. Number of participants continues to increase especially due to closure of Clayton County Health Department.</td>
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<td>Common Risk Factors</td>
<td><strong>Women:</strong> 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. <strong>Infants:</strong> The top risk factor for infants was prematurity. Other risk factors included low birth weight and underweight. <strong>Children:</strong> The top risk factor for children was low hemoglobin. Other top risk factors included prematurity and short stature.</td>
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<td>1st Trimester Enrollment</td>
<td>Clinic did not meet state goal of 60% for March (45.2%).</td>
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<td>Vendors</td>
<td>Fayette had a total of 14 WIC vendors. 6,050 vouchers cashed worth $113,541.11.</td>
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<td>Other</td>
<td>Marlen Rosales FT effective 05/01/18. Due to the closure of the Clayton clinic, Fayette has been overwhelmed with participants requesting services. Clinic implemented walk-in policy in April and now will only see four walk-ins in the morning and four in the afternoon (total of eight per day). Walk-ins are limited to moms and babies and prenatals. Formula contract may be changing in the next few months; therefore, can only print infant vouchers for May and June.</td>
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**INFORM-PREVENT-PROTECT**  
Presented by: Jessica Ryan, RD, LD