The Fayette County Board of Health held their bi-monthly meeting at 7:30am on May 9th, 2017 in the Fayette County Health Department Conference Room at 140 Stonewall Ave. W, Ste. 107, Fayetteville, GA.

Attendees: Commissioner Charles Rousseau, Vice Chairman Loida Bonney, Becky Smith, Chairman Ted Toles, Debbie King, Mayor Vanessa Fleisch, Dr. Thomas Faulkner, Angie Nutt, Robert Kurbes, Jessica Ryan, Jan Hall, Dr. Olugbenga Obasanjo, Brigid Smith, Duane Fields, Wendy Levan, Debbi Heard, Morris Hutcheson

Chairman Toles called the meeting to order and determined a quorum. The Invocation was provided by Ms. Becky Smith. Chairman Toles led the group in the Pledge of Allegiance.

The May 9th agenda was presented for approval, with Ms. Becky Smith making a motion to accept the agenda as presented, seconded by Dr. Thomas Faulkner.

The Minutes from the March 14th, 2017 meeting were presented for approval. Dr. Thomas Faulkner made the motion to approve the minutes as presented, seconded by Mayor Vanessa Fleisch.

New Business

None

Old Business

New Facility Update – The group discussed several areas possible to locate a new building. One location being considered is land that is by the hospital and Pinewood Studios. The School Board owns the land, and they discussed buying land or maybe the county could swap some land. The also discussed the postal building site on Hwy 54 by the hospital, maybe they could donate land. There was discussion about seeing if a private company or person could donate land for new building. Commissioner Rousseau sated he would assist in any way he could. Mr. Morris Hutcheson discussed public and private partnerships with companies. Ms. Debbie King and Ms. Becky Smith stated there is a need in the northern part of the county where a lot of parents have lack of transportation to get to appointments.
Ms. Debbie King stated the school system is researching the possibility of locating a school base health clinic in the area also. An Advisory Committee will be formed and Ms. Angie Nutt will be on the committee. She said that there is a nurse in all the schools but they cannot diagnose or treat. There are a lot of kids with asthma. Chairman Toles stated that there is a great need for the clinic to keep students in school.

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

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

**Brigid Smith**
**Financial**

Brigid provided the Financial Report. (See Narrative attached)

**Robert Kurbes**
**Environmental Health Program**

Robert provide the EH report. (See Narrative attached)

**Jessica Ryan**
**WIC**

Jessica provided the WIC report. (See Narrative attached)

**Dr. Olugbenga Obasanjo**
**District 4/Public Health**

Dr. Obasanjo reviewed the Save the Date Flyer listing upcoming events:

- Mercer Leadership Certificate Ceremony is scheduled for May 17th at 9am at the Newnan Centre
- Carrol County Health Department Ribbon Cutting is scheduled for May 19th
- September 21st-22nd, 2017 Legislative Luncheon (additional info will be coming)
- October 6th, 2017 is the District 4 Annual Health and Wellness Day

Dr. Obasanjo is still Interim Health Director for the Macon District. Hopefully will be back fulltime in District 4 in July. August 29th and 30th will be the Accreditation site visit for the Macon District. Dr. Obasanjo will be in Macon for the site visit.
An Accreditation update flyer is included in the packets. District 4 is making great strides with Accreditation in meeting our requirements. Dr. Obasanjo being a part of and seeing what Macon District has done has helped us tremendously.

The County Health Rankings are included in the packets. Fayette County ranked 3rd in the Health Outcomes. Commissioner Rousseau asked where the numbers came from that made up the report. Dr. Obasanjo explained the data comes from a variety of sources and referred him to the website for more information about the rankings and how the data is gathered. Chairman Toles stated that he would like to see Fayette County rank as #1. Chairman Toles asked about Alabama residents being seen at the health departments. Angie Nutt explained Medicaid and reimbursement and that Georgia has not expanded Medicaid. Morris Hutcheson stated that there is a Liaison at the state office and recently negotiated a B/C B/S contract and possibly forming a committee to establish a waiver program. Ms. Becky Smith asked if the health department has looked into waivers. Dr. Obasanjo stated that anyone who walks into the health department can be seen. Vice Chairman Dr. Bonney asked if they had looked at other programs at the health department to increase income.

This 2017 GPHA Conference in April was the best conference so far. Dr. Obasanjo thanked Commissioner Rousseau, Vice Chairman Dr. Bonney and Chairman Toles for attending. Chairman Toles was elected as Vice Chairman of the Governance/BOH Section.

Service Award

Duane Fields presented Robert Kurbes with his 30-year Service Award.

A motion to adjourn was made by Commissioner Rousseau, seconded by Mrs. Fleisch. The meeting adjourned at 9:11am.

_________________________  ________________________
Ted Toles, Chairman        Date

The next Fayette County Board of Health meeting is scheduled for 7:30am on July 11th in the Fayette County Public Meeting Room.
## Fayette Board of Health Meeting
### Nursing Narrative

**Date:** 05/09/2017

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<tr>
<th>Topic</th>
<th>Comments</th>
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<tr>
<td>Space</td>
<td>The building committee has met with County Manager and he has put us in contact with the school board for a possible property location for the new clinic. We presented our needs to the county commissioners last week at their annual county retreat. The information seems to be well accepted.</td>
</tr>
<tr>
<td>Nurse Practitioner</td>
<td>Still in search of Nurse Practitioner for clinic. Mr. Toles asked if there was a way we could offer sign on bonuses to recruit Nurse Practitioner. District will research and get answer.</td>
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<tr>
<td>Staffing</td>
<td>At full capacity for administrative staff at this time. Still in need of Nurse Practitioner and need for another RN and LPN but no room to staff those positions in current location.</td>
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<tr>
<td>Clinic Updates</td>
<td>Jan Hall and myself attended GPHA in April. I also want to thank Mr. Toles, Dr. Bonny and Mr. Rousseu for their representation at GPHA and continued support for us. It was a great meeting. Back to school registration has begun and we will be participating in the Back to School bash the Fayette Factor puts on yearly. We will again provide immunizations, HVD and immunization forms again this year.</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>The FY17 budget spending is on track with the budget with 10 months of spending completed. We are at 84%. A budget revision for FY17 will be presented to the Board. We have received an additional $7,897 in Grant in Aid. We will reduce non-qualifying contracts and it will be a zero effect to the budget. Mr. Rousseau motioned to accept the FY17 001 Fayette Budget Revision. It was seconded by Ms. Becki Smith.</td>
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| FY18 Budget               | The FY18 budget will be presented to the BOH for approval. Questions asked by the Board about the FY18 budget:  
- Mr. Rousseau if the County Appropriation was enough to support Fayette Health Department and Ms. Smith stated the amount that Fayette gives was enough to support the Health Department for FY18.  
- Dr. Bonney asked about the Pharmaceuticals. Ms. Smith said with increased staff we hope we will purchase more Pharmaceuticals in FY18.  
- Dr. Bonney asked why the increase in the Contract line. Ms. Smith stated that Fayette is in Contract with Coweta to cover ⅔ of the CNM, Angie Nutt’s salary. Fayette receives ⅓ of Office Manger’s Jan Halls salary.  
Mr. Rousseau motioned to accept the FY18 001 Fayette Budget. It was seconded by Dr. Bonney. |
| Discussion About FY18     | Nursing vacancies were discussed by the Board. Mr. Rousseau asked if sign on bonuses were an option. Dr. Obasanjo responded that the Board could vote to have sign on bonuses. Mr. Toles asked if we had tuition reimbursement? Wendy responded that the State was looking in to tuition reimbursement. Dr. Obasanjo will put together what options we have for recruitment and share at the next meeting. |
Fayette Board of Health Meeting  
Financial Narrative

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<tr>
<th>Financial Report</th>
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| The Financial report was presented to the Board.  
FY16 Revenues July through April: $1,331,320 compared to FY16 $1,293,369. An increase of $37,951.  
The biggest difference is EH and "other rev" up $27,359.  
Clinical/Medicaid Fee Rev down $3,589.  
EH Fee Rev up $30,948.  
FY16 Expenses July through April: $1,146,050 compared to $1,169,237. A decrease in spending of $23,187 over previous year. (Savings of $20,274 in salary) We are continuing try to hire NP. |

**INFORM-PREVENT-PROTECT**  
**Presented by: Brigid Smith**  
**Director of Administration for District 4**
# Fayette County Board of Health Meeting

**Environmental Health Narrative**

**Date:** 5/9/2017

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| Overall Status            | 1) We are getting busier but doing fairly well in getting to items and addressing issues.  
2) Currently 3 week turnaround time for new construction septic permits. Due to builders turning in multiple permit applications at same time, having to request most needed to avoid being overloaded by a single builder. I am beginning to receive phone calls on turnaround times but up to this point, have been able to address concerns.  
3) 1-3 day turnaround on septic repair permit applications.  
4) 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.  
5) Getting several review applications for new subdivision which in addition to suggesting future workload increases, is labor intensive for actual site reviews.  
6) Using EH Report (with thanks from Duane Fields) pointed out several highlight items including Pool #5 (may change with new state regulations), F SVC Inspections, New Septic Permits, Ossm installations and complaint investigations: initial evaluations vs. # resolved. |
| Staffing                  | 1) Austin will be received his promotion to EHS II effective 4/1/17. He is currently working toward his F SVC Standardization.  
2) Roxanne Amoroso has accepted the assignment of Customer Service Representative and is working out well. She is picking up the day to day operations well and has been greatly appreciated in providing office coverage when our lead Customer Service Representative is out preventing the need to pull an environmentalist out of the field for office coverage.  
3) OUR posting for an EHS 2 or 3 received no qualified applicants so was reposted as an EHS 1, 2 or 3. We interviewed 3 possible EHS1 candidates and are currently working with District 4 in offering our strongest candidate a position with hopefully a 6/1/17 start date. |
| Fayette County Safe Kids Activities | 1) Department still lead agency with Debbie Straight acting as Coalition Coordinator.  
2) Still holding monthly Car Seat Classes as part of State DPH Minigrant.  
3) Debbie recently received letters of appreciation/recognition for Debbie's continued leadership of our coalition from the Director of Safe Kids of Georgia.  
4) Due to scheduling conflicts, we are postponing the proposed Ghost out until the next school year as requested by the host school. |
Fayette County Board of Health Meeting

Environment Health Narrative

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<th>Food Service</th>
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<td>1) Staff continues with FSVC plan review services with new construction, new owners and remodel of existing facilities. We have had a spike in interest, inquiries and submissions for remodeling and/or owner changes for existing facilities.</td>
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<tr>
<td>2) Late fee status: Approximately 22 facilities have still not submitted their 2017 annual fees/late notices. These facilities have been contacted and will addressed in accordance with the recent food service fee resolution. Thank you again for the tools to streamline this process.</td>
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<th>Discussion/BOH Questions</th>
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<td>1) Commissioner Rousseau indicated and explained about Homeowner Association Boot Camps that the BOC are planning and inquired about potential support EH could provide. I would be happy to assist with these and provide specific presentations (ex. Septic Care and Maintenance, Well water testing, mosquito control and Zika).</td>
</tr>
<tr>
<td>2) Commissioner Rousseau also inquired about potential assistance on community water well systems that the FC Water System may be accepting as part of county water system. I explained that these systems typically fall under EPD permitting and testing requirements as a Public Water Source but would certainly offer BOC or FC Water System any assistance I can provide in evaluating wells.</td>
</tr>
<tr>
<td>3) In reference to department workload and staffing, Commissioner Rousseau and Mr. Toles inquired about staffing and EH salaries. Dr. Obasanjo indicated that the State is looking at an EH salary adjustment, potentially for this year. I indicated that we have identified a potential EHS 1 applicant and are working to extend her an offer for the position. Duane indicated that the District was looking at the possibility of 1 or 2 “floater” positions that could be shared throughout the district as many counties are in similar situations as Fayette.</td>
</tr>
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<td>4) Mayor Fleisch inquired about the possibility of meeting with Board of Realtors about EH services and turnaround times. I indicated that this has been done in the past with lunch and learns at local real-estate office and would be happy to by a point of contact and schedule well and septic training presentations as the workload would allow.</td>
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INFORM-PREVENT-PROTECT
Presented by: Robert F. Kurbes

District 4 Public Health

Rev 9/16 DH
Fayette Board of Health Meeting
WIC Narrative

Date: 05/09/17

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<td>WIC Reports</td>
<td>Review WIC caseload reports. Fayette continues to be the top performer in D4. Clinic exceeds target caseload every month by almost 1,000 participants. Although district WIC program has seen decrease in caseload over the last several months, Fayette has not.</td>
</tr>
<tr>
<td>Common Risk Factors</td>
<td><strong>Women:</strong> The most common risk factor for prenatal and breastfeeding women was overweight. The most common risk factor for non-breastfeeding women was low hemoglobin. Other top risk factors for all women were high maternal weigh gain and low maternal weight gain. <strong>Infants:</strong> The top risk factor for infants was prematurity. Other risk factors included low birth weight and short stature. <strong>Children:</strong> The top risk factor for children was low hemoglobin. Other top risk factors included overweight, inadequate growth and short stature.</td>
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<tr>
<td>1st Trimester Enrollment</td>
<td>Clinic did not meet state goal of 60% for either February or March. The highest percentage was in February (45.5%).</td>
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<td>Vendors</td>
<td>Fayette had a total of 13 WIC vendors. The highest amount of vouchers cashed was in March (7,188 worth $120,302.67).</td>
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<td>Other</td>
<td>D4 WIC program implemented Georgia Gateway integrated eligibility system on 05/01/17. Unfortunately, Fayette has not been able to implement the new system because the clinic is not on the state server and has no VPN access. PT nutritionist, Natalie Tripp, has resigned to pursue MPH at Georgia State. Her last day will be 06/30/17.</td>
</tr>
<tr>
<td>Board Member Comments</td>
<td>Ms. Smith commented on the fact that the most common risk factors for children included both underweight and overweight. I explained that this is a principle we see often in WIC. Parents often over-feed a child causing a previously underweight child to shift to the other extreme and become overweight. CNM Angie Nutt commented having the new Fayette building space would be beneficial for both the health department and WIC. Clients could come for WIC and then go to health department for additional services. Vice-Chairman Dr. Bonney had questions regarding WIC vouchers. Where can they be cashed? Is it possible to obtain a vendor list? I will provide at the next meeting. Chairman Toles asked about hiring requirements for the nutritionist position.</td>
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INFORM-PREVENT-PROTECT
Presented by: Jessica Ryan, RD, LD

District 4 Public Health
Rev 9/16 DH