FAYETTE COUNTY
BOARD OF HEALTH MEETING
July 9th, 2019 @ 7:30AM
FAYETTE COUNTY HEALTH DEPARTMENT CONFERENCE ROOM

The Fayette County Board of Health held their bi-monthly meeting at 7:30am on July 9th, 2019 in the Fayette County Health Department Conference Room at 140 Stonewall Ave. W., Ste. 107, Fayetteville, GA 30214.

Attendees:

Board of Health Members
Ted Toles, Chairman
Loida Bonney, MD, Vice Chairperson
Jack Bernard
Joseph C. Barrow, Jr., Ed. D.
Vanessa Fleisch, Mayor
Thomas Faulkner, MD

Fayette County Health Department Managers/Representatives
Jan Hall, Customer Service Representative
Robert Kurbes, Environmental Health Manager
Jennifer Whitaker, WIC Manager/Supervisor

District 4 Office Representatives
Olugbenga Obasanjo, MD District Health Director
Teresa McDaniel, District Administrator
Seth Woodrow, Deputy Director Environmental Health
Wendy LeVan, RN, Director of Nursing & Clinical Services
Debbie Heard, Executive Assistant/BOH Liaison
Freda Mitchem, Nutrition Service Director

Others
Patrick Stough, Legal Counsel
Marissa Ullom, Gordon Nursing Student
LaDawn Sims, Gordon Nursing Student

Serving Butts, Carroll, Coweta, Fayette, Heard, Henry, Lamar, Meriwether, Pike, Spalding, Troup, and Upson Counties
CALL TO ORDER/INVOCATION/PLEDGE

Chairman Toles called the meeting to order at 7:30am. Dr. Faulkner provided the Invocation. Chairman Toles led the group in the Pledge of Allegiance.

AGENDA APPROVAL

The agenda for today’s meeting was presented for approval. Dr. Faulkner made a motion to approve the agenda as presented, seconded by Mayor Fleisch.

MINUTES APPROVAL

The minutes from the May 14th, 2019 board meeting were presented for approval. Mr. Barrow made a motion to approve the minutes as presented, seconded by Mr. Bernard.

OLD BUSINESS

New Building Update - Robert Kurbes talked with Steve Rapson, County Administrator and he needs plans to take to the Board of Commissioners. The land is across from the courthouse and parking is already there which will help with cost. Robert met with Jefferson Browne and his partner and they provided a proposal of $21,000.00 for the plans. Chairman Toles stated we need a cost for the building from the architect. Mr. Barrow stated we have looked at cost of a remodel and at the cost of a box building and with both options we are looking at 5 to 10 years maybe with these. With building a new building we are looking at a lot longer and with room to expand in the future. The $21,000.00 is an investment in the future. Robert stated the plan now gives us 20 to 25 years. Chairman Toles stated the ability to offer expanded services will help to pay for the building. Robert said the proposed land is in a very accessible location. It is located to the jail and to Senior Services building and we could possibly expand services we offer to them. Vice Chairperson Dr. Bonney agrees with Mr. Barrows statement we are investing in the future. She commended the committee on their work. Chairman Toles stated we now have a plan and the support of the county. He feels this will be a good long-term investment. Mr. Barrow said if we decide to not build at this time we will already have the plans for the future. Mr. Barrow made a motion to accept the proposal of $21,000.00 for the new plans from Jefferson Browne and seconded by Mr. Bernard. Robert will contact Jefferson Browne this afternoon so they can get started on the plans. Chairman Toles asked Robert if he could get a timeline on how long it would take to build the new building.

NEW BUSINESS

None
REPORTS

Clinical
Wendy LeVan, RN, Director of Nursing & Clinical Services

Wendy LeVan provided the Clinical Report (narrative attached)

Environmental Health Program
Robert Kurbes, EH Manager

Robert Kurbes provided the EH Report (narrative attached)

Financial
Teresa McDaniel, District Administrator

Teresa McDaniel provided the Financial Report (narrative attached)

WIC/Nutrition Program
Jennifer Whitaker, WIC Manager/Supervisor

Jennifer Whitaker provided the WIC report (narrative attached)

District 4/Public Health Report
Olugbenga Obasanjo, MD, District Health Director

Accreditation site visit will be on September 18th and 19th. Domain 12 is the BOH/Governance section. Dr. Obasanjo thanked Chairman Toles for attending the review on May 30th. Ms. Debbi Heard informed the board members that she has set up 2 dates for Domain 12 Document Review by VICS on July 30th and August 21st at 1pm. If a member of the board can not attend VICS and you plan to be at interview on September 19th to just call her and she can set up a VICS to go over the information with you. Dr. Obasanjo stated that the BOH section will probably be on September 19th from 1-2:30pm. He will let the members know as soon as he gets the agenda. On August 29th we will have a mock site visit with other districts coming in to interview us. By the end of November we should receive notice if we are Accredited.

In June the Governors office sent an email that we could have a SHBP payment vacation. District 4 decided to give back to the employees. It was met with great appreciation from the staff. We will have a budget revision in November for Chairman Toles to sign.

Hepatitis A- an infected worker at Wendy’s in Gwinnett County worked while sick and exposed everyone that came in there. Dr. Obasanjo strongly encourages everyone to get the Hep A Vaccine. You get 96% coverage with the first dose and 99% with the second dose.

Serving Butts, Carroll, Coweta, Fayette, Heard, Henry, Lamar, Meriwether, Pike, Spalding, Troup, and Upson Counties
The State is implementing a Needle Exchange Program and DPH has been chosen to regulate this program. Dr. Obasanjo stated he was appointed to the committee. They are looking at Environmental Health Inspectors to enforce the regulations and perform the inspections. He will be sharing more information in the future. Vice Chairperson Dr. Bonney asked if Public Health would be involved in the actual needle exchange or needle drop off. Dr. Obasanjo said probably the needle drop off. Vice Chairperson Dr. Bonney said the nurses should be able to do the needle exchange with the experience they have.

Dr. Obasanjo stated a few weeks ago he received an email from the District Health Director in Rome, who also was interim DHD in the Clayton County District. She stated that it was her last day in Public Health. Not long after he received a call from Dr. Kathleen Toomey, Public Health Commissioner, asking him to be interim in the Clayton County District. Dr. Obasanjo has now been interim for 5-6 weeks in Clayton. He gave the board an update on the Clayton building that has been going through renovations due to mold and mildew. The building should be ready by July 31st. Since the rent on the building they are now housed in is paid to the end of the year, he is looking to make some changes to the layout to make it more efficient. He is working with the staff to get them updated.

WIC in Clayton County had a caseload of 5000 before the issues with the building and now is currently as low as 600. The caseload is now up to 1500 as we are now scheduling the patients with Clayton County address back to them when they are calling for appointments. Dr. Obasanjo said that he was working to get them up to District 4 standards. When he walks away in 6 months to a year everything will be in place for the new Health Director. In January '20 Dr. Obasanjo plans to have a ribbon cutting for the new redesigned building. Chairman Toles asked if the state was actively searching for a Health Director to fill the openings in Fulton, Rome and Clayton Districts. Dr. Obasanjo said not at this time, the Commissioner is currently working on internal issues.

Chairman Toles said that everyone had done a great job putting everything together for Accreditation. Everything is on the District website and that it looked amazing.

PUBLIC COMMENTS

None

Adjourn

Vice Chairperson Dr. Bonney made the motion to adjourn the meeting, seconded by Mr. Bernard. The meeting adjourned at 8:38am.

Ted Toles, Chairman

Date

The next Fayette County Board of Health Meeting is scheduled for November 12th, 2019 at 7:30am in the conference room of the Fayette County Health Department.

Serving Butts, Carroll, Coweta, Fayette, Heard, Henry, Lamar, Meriwether, Pike, Spalding, Troup, and Upson Counties
Fayette BOH Meeting
Clinical Narrative

Date: July 9, 2019

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| County Management    | Attended CNM Meeting and Grant Writing training on May 15th & June 12th  
                        | Attended Emergency Preparedness Meeting on May 29th  
                        | National Nurses Professional Week Celebration May 6th – 12th  
                        | Precepted Kelci Harp, Gordon State College Nursing Student June 24th – 28th  
                        | Fayette Factor meeting attended by Bernice Gay, CSR  
                        | Children in Needs of Services (CHINS) attended by Uwa Amoji, NP |
| Staffing             | Denise Kilgore continued to provide Nursing support to the Clinical staff through the Month of June leading up to her retirement. We thanked Denise for her support to FCHD and wished her well on her new journey.  
                        | Interviews were held on May 24th for PHN and CSR positions and the panel selected Marcia Davis, RN and Michelle Nichols, CSR that started on July 1st.  
                        | Interviews were held on June 24th for a full-time LPN, no candidate was selected; position has been reposted.  
                        | All staff completed the Worksite Wellness Ergonomics Training during the Month of June  
                        | Jan Hall & Joann Mathis attended Presumptive Medicaid training on June 12th  
                        | Brianna Mavis, RN and Uwa Amoji, FNP attended a Three-Day Diabetes Prevention Lifestyle Coach Training on June 12th – 14th |
| Clinic Update        | Staff meeting was held on May 31st  
                        | The health department staff has started utilizing Language Solutions Interpreter Services with the capabilities of Interpreter on Wheels. |
| Programs Data        | Please review the bar chart and graph with program numbers. |
| Outreach             | Upcoming Outreach  
                        | Hepatitis A Education & Vaccination, July 19th @ 10AM  
                        | Back to School Bash, July 27th 9AM – 1PM |
# Fayette County Board of Health Meeting
## Environmental Health Narrative

**Date:** 7/9/2019

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| **Overall Status**           | 1) Currently < 10 day turnaround time for new construction septic permits mostly due to increase in revisions, Alternative type systems and relocations for pools/accessory structures. Some typical weather delays.  
                                  2) 2-3 day avg. turnaround on septic repair permit applications.  
                                  3) Able to maintain 1-3 day turnaround on water samples, septic letters and 3-5 day turnaround on approvals for construction items such as additions, outbuildings and pools. |
| **Staffing**                 | 1) Our new hire CSR1, Aja Johnson, through the temporary employee agency to allow vacant position to be filled immediately did not work out and the assignment was terminated at our request. A new CSR 1, Tiffany Smith, was offered the assignment and began working with our department 7/2/19 and is currently going through inhouse training.  
                                  2) An additional EHS 1 position has been allowed by the District and it is my intention to look at filling it later this year. |
| **Fayette County Safe Kids Activities** | 1) Department still lead agency with Debbie Straight acting as Coalition Coordinator.  
                                  2) Debbie continues to hold car seat classes through state minigrant program using PTC Fire Station 81.  
                                  3) There will be an informational table top display at the upcoming Back to School Expo to be held at Stonewall 7/27. |
| **Food Service**             | 1) We have 3 staff remaining that will go through the Standardization process for the first time in the next several months: Kat, Austin and Don Ackerman.  
                                  2) Don Lucas and Debbie Straight will both go through the Re-standardization process as the district schedule allows.  
                                  3) Don Lucas, our Food Service Program Lead, is working toward our goal of increasing inspections up to 2-3 times per year for facilities. |
| **Staff Development**        | 1) Don Ackerman has completed his certification as a Level 2 inspector in the On-Site Sewage Program and this has allowed him to fully participate in the program and septic system permitting. It has also allowed me to adjust the priorities of other staff to better address the turnaround time on major program services. |
| Public Swimming Pools | 1) Debbie Straight in in progress of completing the seasonal facility pool inspection process. Robert and Don A. are assisting as time permits and travel schedules allow piggybacking onto other services.  
2) FYI: There is another individual who has requested placement on the November BOH Agenda for the purposes of a Float Pod Business and potential Variance requests. She is working on plans and specifications for submission prior to meeting. |
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<tr>
<td>Discussion/BOH Questions</td>
<td>No questions.</td>
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### Fayette Board of Health Meeting
#### Financial Narrative

**Date:** July 9, 2019

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<tr>
<th>Topic</th>
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<tbody>
<tr>
<td><strong>FY19 Budget</strong></td>
<td>FY19 budget is at 97.68 spent YTD.</td>
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<tr>
<td><strong>Financial Report</strong></td>
<td>The Financial report was presented to the Board.</td>
</tr>
<tr>
<td>Revenue:</td>
<td>FY19 Revenues YTD: $1,712,148 compared to FY18 Revenues YTD: $1,721,348.</td>
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<td><strong>A decrease of $9,200.</strong></td>
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<td>Clinical/Medicaid Fee Rev down by $42,391 YTD.</td>
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<td></td>
<td>EH Fee Rev up $3,251 YTD.</td>
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<td><strong>Total fee rev down $39,141 YTD.</strong></td>
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<td>Other Rev:</td>
<td>$29,941 YTD.</td>
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<td>Expenses:</td>
<td>FY19 Expenses YTD: $1,634,340 compared to FY18 Expenses YTD: $1,513,856.</td>
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<td><strong>An increase in spending of $120,484 YTD.</strong></td>
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<td><strong>Additional Information</strong></td>
<td>SHBP ER Holiday</td>
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<td>GIA Monies to lapse per state request</td>
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**INFORM-PREVENT-PROTECT**  
Presented by: Teresa McDaniel  
District 4
Fayette Board of Health Meeting  
WIC Narrative

Date: 7/9/19

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<tr>
<td>WIC Reports</td>
<td>For May, the caseload was 2,862.</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 hemoglobin, and short interpregnancy interval (closely spaced pregnancies).  
**Infants:** The top risk factor for infants was prematurity. Other risk factors included low birth weight and short stature.  
**Children:** The top risk factor for children was low hemoglobin. Other top risk factors included prematurity and obesity.                                                                                     |
| 1st Trimester Enrollment     | First trimester enrollment for prenatais is at 26.4%. The state goal is 60%.                                                                                                                                                                                               |
| Vendors                      | Fayette currently has a total of 13 WIC vendors. In May, 6202 vouchers were cashed for a total of $108,261.73.                                                                                                                                                             |
| Other                        | WIC is preparing for World Breastfeeding Week and World Breastfeeding Month in August. The theme is "Empower Parents. Enable Breastfeeding." We have a bulletin board competition for staff and celebrations for participants. Outreach planned for August includes an in-service at Head Start and the Fayette Back to School Bash. |
| Board Member Comments        |                                                                                                                                                                                                                                                                         |

INFORM-PREVENT-PROTECT  
Presented by: Jennifer Whitaker, CLC