HEARD COUNTY
BOARD OF HEALTH MEETING
February 14th, 2017 @ Noon
Heard County Health Department

The Heard County Board of Health held their quarterly meeting on February 14th, 2017 at noon in the Heard County Health Department conference room.


Lee Boone, Vice Chairman, determined a quorum and called the meeting to order.

Minutes from the November 8th, 2016 meeting were presented for approval. Mamie Pascal made a motion to approve the minutes as presented, seconded by Kathy Knowles. The Board unanimously approved.

OLD BUSINESS
None

NEW BUSINESS

Vice Chairman Boone introduced new board member, Rodney Kay. The Oath of Office was administered to Rodney Kay by Vice Chairman Boone.

Kathy Knowles nominated Rodney Kay as Chairman of the Board, seconded by Mamie Pascal. The Board unanimously approved. The meeting was turned over to Chairman Rodney Kay.

Mamie Pascal nominated Lee Boone as Vice Chairman of the Board, seconded by Kathy Knowles. The Board unanimously approved.

Chairman Kay expressed his desire to have a stand-alone clinic in the elementary school. Debbi Heard will set up an appointment for Dr. Obasanjo to meet with him to discuss the options.

Vice Chairman Boone expressed his concerns with the personnel changes made with the health department staff. Debbi Heard will set up an appointment for Dr. Obasanjo to meet with him discuss the issues.

OLD BUSINESS
None
FINANCIAL

Brigid Smith presented the Financial Report. (See Narrative)

NURSING

Becky Lewis presented the Nursing Report. (See Narrative)

ENVIRONMENTAL HEALTH

Melinda Bailey presented the Environmental Report. (See Narrative)

WIC

Freda Mitchem presented the WIC Report. (See Narrative)

DISTRICT 4 PUBLIC HEALTH – BRIGID SMITH (for Dr. Obasanjo)

District 4 continues to be on track to Accreditation. A Quality Improvement presentation was provided at the district-wide Employee Professional Development Day along with speakers and breakout sessions.

The GPHA Conference on April 11th – 12th will include a Board of Health section. The board members were encouraged to attend.

The next District Four Annual Health and Wellness Day is scheduled for October 6th, 2017. The Board members were invited.

A centralized appointment system will begin March 1, 2017.

BOARD MEMBERS REPORT

Kathy Knowles notified the Board of the cancelation of the Teen Maze. Family Connections, when their personnel issues are resolved, will reschedule.

The Low Birthweight Initiative/ Baby Braves is a huge success. Their efforts to obtain birth certificates has been blocked. Access to these documents would enable them to contact potential members.

PUBLIC COMMENT

None

ADJOURNMENT

The meeting was adjourned at 1:00 pm.

Rodney Kay, Chairman

5/9/2017

The next Heard County Board of Health meeting is scheduled for noon on May 9th, 2017 in the Heard County Health Department Conference Room.
<table>
<thead>
<tr>
<th>Topic</th>
<th>Comments</th>
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<tbody>
<tr>
<td>FY17 Budget</td>
<td>Budget is on track with spending after 7 months of the year. At 58%</td>
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<tr>
<td>FY16 Audit</td>
<td>Mentioned at the last meeting that the audit was complete and there were no findings. There are letters in your packet from the auditors. Also there are audit books available.</td>
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<tr>
<td>Financial Report</td>
<td>The Financial report was presented to the Board.</td>
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<td>FY17 Revenue July thru Jan was $190,528 compared to $196,117 in FY16</td>
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<td>A decrease of $5,589.</td>
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<td>Clinical and Medicaid fees were down $2,598.</td>
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<td>EH fees are up $2,323. For an overall net change of $275.</td>
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<td>FY17 Expenses July thru Jan were $199,827 compared to $197,593 in FY15.</td>
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<td>An increase of $2,264. Salaries are up $29,261 (new RN).</td>
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**INFORM-PREVENT-PROTECT**

Prepared by: Brigid Smith, District Administrator
### Heard County Board of Health Meeting
### Nursing Narrative

**Date:** 2-14-2017

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| Staffing  | Shonda Smith has completed training in the areas of:  
PPD testing  
Children First assessments  
Hearing, Vision, Dental and Nutritional screening  
She is enrolled in classes and is completing on line trainings to complete the requirements needed for expanded role. |
| Outreach  | Provided Health Department services information and growth and development information for Baby Braves reunion January 26, 2017. Advertisement for BreaTest and More program services.  
When Call Center numbers are established we will print flyers listing Health Department services and contact information.  
Developing professional table top display to be used at health fairs |
| Visits    | November 1, 2016-January 31, 2017  
180 visits  
November 1, 2015-January 31, 2016 (178 Flu Mist)  
389 visits |

**INFORM-PREVENT-PROTECT**  
**Presented by:** [Signature]

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

Date: February 14, 2017

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<td>Food Service</td>
<td>Patti Gammans has begun inspections at food service facilities in Heard County. Six inspections were performed in January 2017. Also, new restaurant was permitted and opened (Hometown Pizza).</td>
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<td>Septic Systems</td>
<td>New permits were issued for 8 sites as opposed to 0 for last reporting period. Also, 7 new systems were installed versus 3 prior reporting period.</td>
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<td>Fees</td>
<td>Revenue continues to increase in EH programs in Heard County.</td>
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<tr>
<td>Nursing</td>
<td>Made statement regarding nursing and full time nurse now hired in Heard County that has been on staff since December 1, 2016. Leslie Leonard was not present, so took a moment to ensure Board that there was a full time nurse on duty in Heard, along with nurse from Troup County would be on staff during the week until Shonda Smith was completely trained and certified to perform all nursing duties.</td>
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INFORM-PREVENT-PROTECT
Presented by: Melinda Bailey
### Heard County Board of Health Meeting

#### WIC Program Narrative

**Date:** 2/14/17

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| Caseload Management-1st, 2nd, 3rd, and 5th Columns of Report | - In December, Heard Co. WIC serviced 231 participants. This total includes 23 prenats; 38 Postpartum Mothers (including non BF mothers and BF mothers); 66 babies; and 104 Children  
- We enrolled 4 new pregnant women onto the WIC Program in Heard County in December. Of those 4, only 2 of them (50%) came in for initial WIC services during their 1st Trimester.                                                                                                                                 |
| Nutrition Risk Factors-4th Column of Report           | - Most common risk factors for our participants were either weight-related issues or nutrition intake/inappropriate nutrition practices noted during our assessments.                                                                                                                                                                                                                       |
| WIC-based County Vendor revenue-6th Column            | - As far as WIC generated vendor revenue, we have 1 local WIC vendor in Heard County and they generated $6568.14 in County vendor revenue for the month of December from the redemption of 336 WIC vouchers  
- Cumulative FFY 16' Total is ~$20,137.16 dollars since October 2016                                                                                                                                                                                                                           |
| Outreach and Clinic Activities                        | - National Nutrition Month is coming up in March. My staff and I are planning a couple of activities to promote good nutrition habits and this year's theme is "Put Your Best Fork Forward". If you all open to the idea, I would like to have your Carroll Co Nutritionists present a ~10 minute presentation to you all regarding that nutrition theme at our next board of health meeting. Who knows... you all may win a prize.  
- As Becky mentioned, Heard PH participated in Baby Braves event at the Heard Co. Elementary School on Jan 26. There was a very good turn-out. We saw a lot of current WIC participants and several categorically eligible participants that didn’t realize that WIC services children up to the age of 5.                                                                                                                                 |
| Questions                                             | Q: Rodney Kay- Do you all refer your clients to the Baby Braves program?  
A: Mitchem- WIC is a referral program so we do inform our participants of several resources available and we would be glad to offer Baby Braves and                                                                                                                                                                                                 |

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**District 4 Public Health**  
**Rev 9/16 DH**
| LBW information to our WIC participants. |

**INFORM-PREVENT-PROTECT**  
Presented by: Freda V. Mitchem