Heard County
Board of Health Meeting
Minutes
August 13th, 2019 12:00pm
Heard County Health Department
Conference Room

The Heard County Board of Health held their quarterly meeting on August 13th, 2019 at 12pm in the Heard County Health Department Conference Room.

Attendees:  Board of Health Members
Rodney Kay, Chairman
Commissioner Lee Boone, Vice-Chairman
Kathy Knowles
Karen Boyd
Chief Steve Wirth

District 4 Office Representatives
Teresa McDaniel, District Administrator
Melinda Knight, District Environmental Health Director
Amy Fenn, RN, Assistant Director of Nursing
Wendy LeVan, RN, District Director of Nursing & Clinical Services
Seth Woodrow, District EH Deputy Director
Debbi Heard, Executive Assistant/BOH Liaison

Heard County Health Department Managers/Representatives
Leslie Leonard, RN, County Nurse Manager
Callie Hill, MSN, APRN, FNP-C
Melina Perez-Foster, RD, LD, Regional WIC Manager
Michele Davis, Environmental Health CSR II/BOH Secretary

Call to Order

Chairman Rodney Kay called the meeting to order at 12pm.
Approval of Agenda

The agenda was presented for approval. Vice-Chairman Commissioner Lee Boone made a motion to amend the agenda. Chief Steve Wirth seconded the motion. All were in favor.

Approval of Minutes

The minutes from the May 14th, 2019 meeting were presented for approval. Karen Boyd made a motion to approve the minutes as presented. Kathy Knowles seconded the motion. All were in favor.

Old Business

None

New Business

Item of Concern - Vice Chairman Commissioner Lee Boone made the board members and staff aware of an invoice that was sent to his home address. The invoice should have been sent to the Heard County Board of Commissioners, P. O. Box 40, Franklin, GA, 30217. Michele Davis, BOH Secretary apologized for the mistake and assured that this would not happen again. Commissioner Boone also stated he received his May 2019 stipend in August and wanted to make sure that other bills were not being handled the same way. With Accreditation coming in August didn’t look good that it took so long for his check to be cut. Teresa McDaniel, District Administrator and Michele Davis, BOH Secretary apologized and explained that there was confusion regarding who was responsible for making the request for the payments. They assured Vice-Chairman Commissioner Lee Boone that it has been corrected and moving forward all check requests/payments will be submitted for processing in a timely manner.

An Accreditation update was provided by Debbi Heard, BOH Liaison. A packet with the Standards and Measures for the Governance Domain 12 and sample questions were given to the members to review. Volunteers are asked to attend the mock site visit scheduled for August 29th. The actual site visit is scheduled for September 18th & 19th. If you are available to attend either or have a question, please contact Debbi Heard.

REPORTS

Clinical

Leslie Leonard, RN County Nurse Manager provided the Clinical Report. (See attached)

Environmental Health

Seth Woodrow, HHS, REHS, provided the Environmental Health Report. (See attached)

Financial

Teresa McDaniel, District Administrator, provided the Financial Report. (See attached)

WIC

Melina Perez-Foster, RD, LD, Regional WIC-Nutrition Manager provided the WIC Report. (See attached)
District 4 Public Health

Debbie Heard, Executive Assistant/ BOH Liaison explained Dr. Obasanjo was in a meeting in Jonesboro and was hoping to make it back in time for this meeting.

Dr. Obasanjo has agreed to be Interim District Health Director for the Clayton Health District. Shortly after returning from military duty he received a call from Kathleen Toomey, M.D., Public Health Commissioner, asking him to serve as interim for the Clayton Health District. The Clayton Health District office and clinics were based in one large building that was condemned due to mold issues. This is different than filling in as interim for the Macon District. Clayton is made up of only one large county, whereas Macon was made up of 13 counties. He took a team from District 4 to assist in working with the board members and staff. Two of our counties, Fayette and Henry, have seen an impact with an increase of clients in their clinics from Clayton. The Clayton clients are being referred to them for services. Building repairs and remodeling should be completed in April 2020 and they will be moving back into their original site.

There is a Hepatitis A outbreak in neighboring states. We are actively working to protect our communities in District 4. Those at risk have been identified. There are no cases reported in our district. Prevention and education are the priorities for District 4. This is an orally transmitted disease, so for everyone born before 2006 vaccination is strongly recommended.

Cases of Legionella have been identified and linked to a water fountain in an Atlanta hotel. There are no cases reported in District 4. Seth Woodrow explained how it grows. Usually when a remodel is done there are pipes cut off creating a dead space where water no longer flows. The water become stagnant and vapor is released.

Board Member Updates

Chairman Rodney Kay asked Callie Hill, MSN, ARPN, FNP-C for her insight on the School Health Checks and how Telemedicine is doing. Callie responded by saying the number of health check is going to be over 400. It may be helpful to hire a part time RN to assist in the clinic while Callie is in the schools. They are in the planning, organizing and getting prepared stages. Telemedicine is moving forward. She suggested to start with just adults until all the kinks with billing and other potential problems are worked out.

Public Comments

None

The meeting was adjourned at 1:00 p.m.

Chairman Rodney Kay

2-11-2020

Date

Additional copies of reports available upon request.

The next Heard County Board of Health Meeting is scheduled for November 12th, 2019 at 12pm in the Heard County Health Department Conference Room.
# Heard County Board of Health Meeting

Clinical Narrative

Date: 6/13/2019

<table>
<thead>
<tr>
<th>Topic</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Clinical Services</td>
<td>The graph on the front page shows total number of clients seen. The graph on the second page represents the number of patients receiving services. No duplicated services are included in this number.</td>
</tr>
<tr>
<td>Staffing</td>
<td>We held interviews today for a part-time LPN.</td>
</tr>
<tr>
<td>Outreach</td>
<td>Heard county health department and D4HS employees participated in the Dragon Boat Race July 12, 2019. We came in 2nd our first match and 3rd in our second match. Our average speed was 1 minute and 13 seconds. The proceeds from the race benefit Harmony House which helps victims of domestic violence. They provide services to Troup, Meriwether and Heard counties. The Back to School Bash was held July 27, 2019. We distributed about 500 packets to students. The Heard County School System held Open House August 5, 2019. Health department staff was present at Heard Elementary School and Centralhatchee Elementary School promoting health check screenings in the school. Amanda Reed school nurse at Heard County Middle School also assisted in promoting the health checks. There were many interested parents. Heard elementary had over 200 parents signing consent forms, Centralhatchee had about 40 forms signed and Heard Middle School had over 100 consents signed.</td>
</tr>
<tr>
<td>Upcoming Events</td>
<td>Accreditation Site Visit September 18-19, 2019. School based flu clinics dates to be determined. Flu vaccine has been ordered. HC and Telehealth in the Schools. September 28, 2019 is Paint the Town Pink on the square in LaGrange. Proceeds from the breast cancer walk help residents of District 4 Health District with free mammograms. The free mammograms are for those that do not qualify for our program or if funding is depleted. BOH chairman M. r Kay asked when the flu shots given last year. Informed October 22, 23,29 and 30, 2018.</td>
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**PROTECT**

**Presented by:** Leslie Leonard RN
## Heard County Board of Health Meeting
### Environmental Health Narrative

**Date:** 08/13/2019

<table>
<thead>
<tr>
<th>Topic</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Activity Report</strong></td>
<td><strong>Food Service:</strong> There are 24 permitted food service facilities in Heard County. 3 food service inspections were performed during this period.</td>
</tr>
<tr>
<td></td>
<td><strong>Tourist Accommodations:</strong> There are 3 permitted tourist accommodations. There have not been any inspections during this period.</td>
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<tr>
<td></td>
<td><strong>Swimming Pools:</strong> There is 1 permitted public swimming pool.</td>
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<tr>
<td></td>
<td><strong>Body Art:</strong> There are 0 permitted body art facilities in Heard County.</td>
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<tr>
<td></td>
<td><strong>On Site Sewage Management Systems:</strong> The number of new septic permits has decreased 16%. The number of repair permits issued has decreased 9%. The number of septic systems inspected has decreased 16%. The number of existing system evaluations has increased 14%.</td>
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<tr>
<td></td>
<td><strong>Private Wells:</strong> There was 1 new well permits issued this period. Also, there were 2 water samples taken with 0 positive samples.</td>
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<tr>
<td></td>
<td><strong>Rabies:</strong> 0 animal bites were investigated.</td>
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<tr>
<td><strong>Hepatitis A</strong></td>
<td>Heard/Troup Environmental Health Specialists are continuing to hand out letters and pamphlets encouraging vaccination and/or proper precautions for food service workers to protect themselves and their customers</td>
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<tr>
<td><strong>Staffing Update</strong></td>
<td>Troup County Health Department has been approved to hire a full-time Environmental Health Manager with a hopeful start date of October 1st.</td>
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<tr>
<td><strong>Board Member Questions</strong></td>
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**INFORM-PREVENT-PROTECT**  
Presented by: Seth Woodrow HHS, REHS

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District 4 Public Health

Rev 9/16 DH
# Heard Board of Health Meeting

## Financial Narrative

Date: August 13, 2019

<table>
<thead>
<tr>
<th>Topic</th>
<th>Comments</th>
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</thead>
<tbody>
<tr>
<td>FY19 Budget</td>
<td>FY19 budget is at 99.66% spent.</td>
</tr>
<tr>
<td>Financial Report</td>
<td>Heard Co. Financial Report was presented to the Board.</td>
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<tr>
<td></td>
<td>Revenues:</td>
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<tr>
<td></td>
<td>FY19 Revenues YTD: $410,265 compared to FY18 Revenues YTD: $402,758. This is an increase of $7,508 compared to LY.</td>
</tr>
<tr>
<td></td>
<td>Clinical/Medicaid Fee rev up $13,072 compared to LY.</td>
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<td>EH Fee rev up $1,294 compared to LY.</td>
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<td>Total fee rev up $14,366 compared to LY.</td>
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<td><strong>Other Rev down $6,858 compared to LY.</strong></td>
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<td>Expenses:</td>
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<tr>
<td></td>
<td>FY19 Expenses YTD: $391,578 compared to FY18 Expenses YTD: $355,056. This is an increase in spending of $36,522 compared to LY.</td>
</tr>
<tr>
<td>Additional Information</td>
<td>None.</td>
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**INFORM-PREVENT-PROTECT**

Presented by: Teresa McDaniel  
District 4  

District 4 Public Health  
Rev 9/16 DH
# Heard County Board of Health Meeting

## WIC Program Narrative

**Date:** 08.13.2019

<table>
<thead>
<tr>
<th>Topic</th>
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</thead>
<tbody>
<tr>
<td>New WIC Reports</td>
<td>The majority of these graphs represent the month of June 2019.</td>
</tr>
</tbody>
</table>
| Caseload/Snapshot | **Caseload**  
  - The June caseload for Heard County is 174.  
|  | **Snapshot**  
  - 216 vouchers were cashed at the Piggly Wiggly in Franklin.  
  - WIC has generated $26,164.91 federal dollars since October 2018 for Heard County.  
  - First Trimester enrollment is at 33.3% and Obesity was not found in the 3 children certified during the month of June. |
| Demographics | **Participant Category**  
  - Most of our participants, 39%, are Children between ages 1-5. Women make up 29% of our participants and infants 32%.  
  | **Ethnicity**  
  - The graph below Participant Category is the Ethnic makeup of our participants. |
| First Trimester Enrollment/Obesity Report |  
  - As you can see our first trimester enrollment for Heard County is 33.3%. Our state goal continues to be 60%.  
  - Of 4 children recertified 0 (0.0%) were found obese but one was found to be overweight or at risk for overweight. This means they had a BMI that was between the 85-95% |
| Clinic Information and Vendors | **Vendor Monthly Totals**  
  - The Vendor Monthly Totals shows a breakdown of how many federal dollars were generated at the singular WIC approved store in Heard. $4,073.98 was generated in June. |

**Most Common Risk Factors**  
- The most common risk factors found in Women certified during the month of March were overweight, high maternal weight gain and a history of spontaneous abortion or neonatal loss. The numbers represent how many women were found to have that risk. An example, 6 prenatal women were certified during the month of June and of those 6 women 5 were considered overweight. During June 6 Prenatal women, 5 Non-Breastfeeding and 2 Breastfeeding.  
- 4 of the 7 Infants certified during June were found to premature and 1 was found to be underweight or at risk for underweight and 1 short stature or at risk for short stature.
Heard County Board of Health Meeting
WIC Program Narrative

- Children were found to not be meeting dietary guidelines, overweight or low birth weight. The majority of our children do not meet dietary guidelines 2 of the 3 had this risk and one child was overweight or at risk for overweight.
- Inappropriate nutrition practices/failure to meet dietary guidelines are the two risk factors many of our infants and children have. This means the participant has nothing significant except that they are likely not receiving all the nutrition recommendations daily.

Clinic Information/Announcements
- Brenda Horton participated in the Heard County Back to School Bash in July.
- Heard had a District Review (Audit) during the month of May and June. We did pretty good with a handful of focus points which the team was trained on during a July 28th meeting here in the Board Room. One of the places we had points taken off was not having adequate signage outside the building. How would I go about getting permission to place a sign advertising WIC?
- Cooking Matters continues to be held on a monthly basis. Heard County class is held the 1st Thursday of the month at 1 PM. You are welcome to join us anytime! The July and August classes have currently been cancelled due to the instructor participating in the Farmer’s Market pilots in Lamar and Butts counties. I have also discussed scheduling patterns for the Cooking Matters class to improve rates. Currently it is 1-2.
  - September: Fruit Salad
  - October: Turkey Tacos
- Mrs. Knowles, last meeting you suggested we use the certified Cooking Matters instructors here in Heard but unfortunately, due to the Grant terms we use to fund this program, we were not able to utilize their skills.

| Comments/Questions |

INFORM-PREVENT-PROTECT
Presented by: Milena L Perez-Foster RDN, LD- Regional Nutrition Manager