The Heard County Board of Health held their quarterly meeting on November 8, 2016 at noon in the Heard County Health Department conference room.

**Attendees:** Jerry Prince, Lee Boone, Dr. Cory Butzon, Mamie Pascal, Myra Braswell, Dr. Olugbenga Obasanjo, Leslie Leonard, Melinda Bailey, Freda Mitchem, Brigid Smith, Duane Fields, Wendy Levan, Debbi Heard, Ryan Jones, and Diann Adams.

Jerry Prince, Chairman, determined a quorum and called the meeting to order. He introduced Rodney Kay as the incoming Superintendent of the Heard County School System and representative to the Board effective in January.

Minutes from the August 9, 2016 meeting were presented for approval. Myra Braswell made a motion to approve the minutes as presented, seconded by Dr. Butzon.

**NEW BUSINESS**

None

**OLD BUSINESS**

None

**BRIGID SMITH**

**FINANCIAL**

Brigid provided the Financial Report. (Narrative attached)

**LESLIE LEONARD**

**NURSING**

Leslie provided the Nursing Report. (Narrative attached)
MELINDA BAILEY
ENVIRONMENTAL HEALTH

Melinda provided the Environmental Report. (Narrative attached)

FREDA MITCHEM
WIC

Freda provided the WIC Report. (Narrative attached)

DR. OLUGBENGA OBASANJA
DISTRICT FOUR

Ryan Jones, Emergency Preparedness Director, was introduced.

District Four is on the right track to accreditation. The CHA has been completed and work on the CHIP is ongoing. The QI Plan was submitted to Georgia Southern University for approval. The Work Force Developmental Plan was submitted and recommendations have been made (see handout).

The Board Members were invited and encouraged to attend District Four’s Employee Professional Development Conference January 13, GPHA April 11-12 and District Four’s Health and Wellness Day October 6 (see handout).

A list of available vaccines was provided with fees and accepted payment options (see handout).

Dr. Olugbenga is serving as interim Health Director for the Macon District. They are planning on submitting their application for accreditation in January 2017. He will be able to compare their submission to District Four.

PUBLIC COMMENT

None

Lee Boone, Vice Chairman

Date

The next Heard County Board of Health meeting is scheduled for noon on February 14, 2017 at the Heard County Health Department.
Heard Board of Health Meeting
Financial Narrative

Date: Nov 8, 2016

Heard County

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<th>Topic</th>
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| FY17 Budget    | Budget Revision presented to the board with new GIA amount and prior year amount.  
PyPI increased by $41,673.60 to $125,136.43  
We left GIA the same, Fringes are same for insurance, retirement is 24.81%  
3% Across the board increase based on criteria. State will fund this at 85%.  
Presented the FY17 to the BOH.  
We know that the PYPI is $10,248 more than we put in the budget  
Also, GIA is $1,188 higher. We will do a budget revision at a later date and remove $11,436 in fees.  
Also, Leslie Lenard will share her CNM duties and a Troup nurse will be here 2 days a week. We will do a budget revision at a later date. |
| FY16 Audit     | Audit was completed. There were no findings. Letters in your packet from the auditors to inform you of the scope of the audit.  
Fund Balance remains at $163,641.88 and $50,000 respectively. |
| Financial Report | The Financial report was presented to the Board.  
FY16 Revenue July thru Oct Revenues were $103,014 compared to $104,231 FY16  
A decrease of $1,217.  
FY16 Expenses July thru Oct were $90,837 compared to $119,672 in FY16.  
A decrease of $28,835. |

INFORM-PREVENT-PROTECT

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

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<tbody>
<tr>
<td>Staffing</td>
<td>Shonda Smith has been hired to fill the Heard County Health Department RN vacancy. She will begin work December 1, 2016.</td>
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| Outreach     | Senior Center Flu Clinic-30 Immunizations  
Heard County School System Flu Clinic- 22 Immunizations  
City of Franklin Flu Clinic -3 Immunizations  
Article Times Journal discussing Breast Cancer Awareness month and services offered by the health department. |
| Visits       | August 1, 2015 through October 31, 2015  
377 visits (school flu mist clinics)  
August 1, 2016 through October 31, 2016  
363 visits (no flu mist) |
| BOH Question | Lee Bonner asked the difference between FLU and FLUH. Wendy LeVan responded stating the FLUH is a formulation of the flu vaccine recommended for individuals 60 years of age and older. |

INFORM-PREVENT-PROTECT
Presented by: [Signature]

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

Date: November 8, 2016

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<tr>
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<tr>
<td>Septic Permits</td>
<td>The number of septic permits for Heard County has increased from 3 to 11</td>
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<td>from this time last year. There has also been an increase in the number</td>
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<td>of new system installations and requests for closing letters on homes with</td>
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<td>existing septic systems.</td>
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<td>Food Service</td>
<td>Food inspections are up to date, but we will begin routine inspections</td>
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<tr>
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<td>soon.</td>
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<td>Fee collections</td>
<td>Fee collections are up over $1500.00 from this time last year.</td>
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INFORM-PREVENT-PROTECT
Presented by: _Melinda Bailey_

District 4 Public Health

Rev 9/16 DH
**Heard County Board of Health Meeting**  
**WIC Program Narrative**

**Date:** 11/8/16

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| **Caseload-1st and 5th Columns of Report** | • In September, Heard Co. WIC serviced 226 participants with this total including 35 prenatais; 36 Postpartum Mothers (including non BF mothers and BF mothers); 70 babies; and 110 Children  
• We enrolled 11 new pregnant women on to the WIC Program in Heard County in September. Of those 11, only 5 of them came in for initial WIC services during their 1st Trimester. |
| **Nutrition Risk Factors-2nd 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** | • As far as WIC generated vendor revenue, we have 1 local WIC vendor in Heard County generated $6809.02 in county vendor revenue  
• Cumulative FFY 16’ Total since October 2015 is $74,275.68 |
| **Outreach and Clinic Activities** | • Cooking Matters is still being offered every 2nd Thursday in Heard at 1pm. I have Cooking Matters recipes for anyone interested in taking the recipe home. |
| **Questions** | | 1. **Q-Dr. Butzon:** ?  
**Response-Mitchem:** |

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