HENRY COUNTY
BOARD OF HEALTH MEETING
February 22, 2018
Henry County Health Department

The Henry County Board of Health held their quarterly meeting at 12:00pm on February 22, 2018 in the Conference Room at the Henry County Health Department.

Attendees  | Board of Health Members
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Chairman June Wood
Dr. Andrea Miles
Charlie Tomlinson
Dr. James Alexander
Mary Elizabeth Davis
Mayor Anthony Ford

Henry County Health Department Managers/Representatives
Tisa Dupree-Bright, RN
Ericka Borroto
Glinda Scott
Nakita Morrison

District Office Representatives
Dr. Olugbenga Obasanjo
Debbi Heard
Duane Fields
Wendy Levan
Teresa McDaniel
Barbara Stephens

Visitors
Deborah Armstrong
Nakia Moore
Tara Bronn
Donna Braddy

District 4 Public Health
Serving Butts, Carroll, Coweta, Fayette, Heard, Henry, Lamar, Meriwether, Pike, Spalding, Troup and Upson Counties
The Henry County Board of Health meeting was called to order at 12:16pm by Chairman Wood. Chair Wood opened the meeting by commending Public Health Emergency Preparedness Program for the assistance taking place during recent storms that occurred in the community.

Chair Wood then introduced the board members, managers, and district personnel. The new board members, Mary Elizabeth Davis, Andrea Miles and Anthony Ford took their Oaths of Office and were sworn in by the Chair Wood.

Chair Wood asked for a motion to approve the agenda for today’s meeting. Mayor Ford motioned to approve the agenda. The motion was seconded by Superintendent Davis.

Chair Wood asked for a motion to approve the July 13th minutes as presented. Dr. Alexander motioned to approve the minutes as presented and Mr. Tomlinson seconded the motion.

**New Business**

**Piedmont-Henry Hospital Presentation**

Deborah Armstrong, CEO, Piedmont-Henry Hospital, provided a presentation about the local hospital. She gave an overview of the current and future state of the hospital. The presentation highlighted partnerships in the community that assist in servicing the population of Henry and Clayton counties. She also focused on the growing concern for expecting mothers receiving prenatal care due to the change in how Medicaid pays for care at local OBGYN offices. At the end of the presentation, Ms. Armstrong invited the members to an Open House at Piedmont Henry in Stockbridge, GA today at 5:30pm.
New Swimming Pool Rules & Regulations

Duane Fields, District Environmental Health Manager presented information on the change in the swimming pool rules and regulations. He asked the board to adopt the rules and regulations that had been sent by the state legislature. Chair Wood asked for a motion to approve the rules and regulations for Henry County. Mayor Ford made a motion to approve the rules and regulations. Dr. Andrea Davis seconded the motion to approve the rules and regulations.

Annual Board Actions/Approvals

Chair Wood informed the board that it was time to elect members to serve as Chairman and Vice Chairman of the board. The floor was opened for nominations. Dr. Alexander nominated Superintendent Mary Elizabeth Davis for Chairman. She declined the nomination. Mayor Ford nominated Chair Wood. She accepted the nomination. Chair Wood asked for a motion to elect her as Chairman. Mayor Ford made a motion to elect Chair Wood as Chairman, seconded by Superintendent Mary Elizabeth Davis. Superintendent Davis nominated Mayor Ford for Vice Chairman. Mayor Ford accepted the nomination. Chair Wood asked for a motion to elect Mayor Ford as Vice Chairman. Dr. Alexander motioned to elect Mayor Ford Vice Chairman, seconded by Dr. Miles.

The next order of business was the 2018 Henry County Board of Health meeting schedule. The 2018 meeting schedule included six meeting dates. Chair Wood asked for a motion to approve the meeting dates. Mayor Ford made a motion to approve the dates, seconded by Superintendent Davis.

The next order of business was the board meeting location, time and member reimbursement. Debbi Heard presented the board with the options of having the meetings at the health department during lunch (12:00pm) or later in the afternoon (3:30pm). The board decided that having the meetings at the health department during lunch would be more convenient for all members. Chair Wood asked for a motion to approve the new time and location. The motion was made by Mayor Ford to approve the new time and location, seconded by Dr. Miles.
Debbi Heard presented the board the options of receiving a $25 stipend with no lunch for every meeting or waiving the $25 stipend and have lunch at the meeting. Mayor Ford suggested that each member receive a $15 stipend and surrender the remaining $10 for lunch. All the board members agreed to the suggestion made by Mayor Ford. Chair Wood asked for a motion to approve the member and lunch reimbursement. Mayor Ford made the motion to approve the member and lunch reimbursement, seconded by Dr. Alexander.

The last order of business was the Henry County Board of Health By-Laws. Debbi Heard provided a copy of the current By-Laws and proposed revisions. She asked the board to contact her if they had any concerns with the revisions. She stated she would have the revisions completed for the board to vote on at the next meeting, pending approval from the county legal counsel.

Revisions:  

Article IV – Election of Officers  
Remove: The election of officers shall occur at the first regular meeting held or after January 1st every three years.  
Revision: The election of officers shall occur annually, at the last scheduled meeting of the year or the first meeting of the upcoming year.

Article VI – Regular Meetings  
Remove: Meetings are held quarterly beginning in January.  
Revision: Meetings are held bi-monthly beginning in February.

Article VI – Attendance Requirements  
Remove part regarding individual board members may attend by speaker phone or video call.
Old Business

There was no old business.

Reports

Tisa Dupree-Bright, RN, BSN
Nursing

Tisa provided the Nursing report. (Narrative attached)

Teresa McDaniel
Financial

Teresa provided the Financial report. (Narrative attached)

Ericka Borrolo
WIC Program

Ericka provided the WIC report. (Narrative attached)

Glinda Scott
Environmental Health

Glinda provided the environmental health report. (Narrative attached)
Dr. Obasanjo, District Health Director  
District 4 Public Health

Dr. Obasanjo provided the following updates:

- District 4 is currently in the middle of the Accreditation process with upcoming site visits.
- The Georgia Public Health Association will have their annual conference on April 4-6 at Jekyll Island. Board members interested in going should contact Debbi Heard.
- He shared the District 4 social media sites and encouraged them the visit the sites
- He continues to serve as Interim Director in the Macon District.

Henry County Updates/ Remarks

Duane Fields presented Glinda Scott with a service award for 30 years of faithful service.

Board Member Reports/Updates

Chair Wood informed the board that she will not be in attendance at the next board meeting scheduled for April 26, 2018. Mayor Ford will conduct the meeting.

Adjourn

Chair Wood asked for a motion to end the meeting if there were no further remarks. Mayor Ford made a motion to adjourn the meeting, seconded by Superintendent Davis. The meeting was adjourned at 1:47pm.
Henry Board of Health Meeting
Financial Narrative

Date: February 22, 2018

<table>
<thead>
<tr>
<th>Topic</th>
<th>Comments</th>
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<tbody>
<tr>
<td>FY18 Budget</td>
<td>FY 18 budget is a little under budget on spending at 53% for 7 months.</td>
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<tr>
<td>Financial Report</td>
<td>Revenue:</td>
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<tr>
<td></td>
<td>FY18 Revenues: $1,277,911 compared to FY17 Revenues: $1,092,871. An increase of $185,040.</td>
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<td>Clinical/Medicaid fee rev down $4,913 compared to LY.</td>
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<td>EH fee rev down $34,740 compared to LY.</td>
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<td>Total fee rev down $29,827 compared to LY.</td>
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<td>Other Rev up $224,693 (GIA, Admin Claim, Intra/Inter)</td>
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<td>Expenses:</td>
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<td>FY18 Expenses: $1,220,457 compared to FY17 $1,226,625.</td>
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<td></td>
<td>A decrease of $6,168 compared to LY. (equip down, other operating up, salaries up)</td>
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<tr>
<td>Additional Information</td>
<td>Budget Revision 1 is presented to align GIA and PYPI to actual. GIA decreased $46,511; PYPI increased $150,865. Intra/Inter and Admin Claiming were backed out to allow for these changes. The expense side was adjusted accordingly to align YTD spending as needed per line item. The overall change to FY18 budget is $0.00</td>
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INFORM-PREVENT-PROTECT
Presented by: Teresa McDaniel
District 4
## Henry County Board of Health Meeting
### County Nurse Manager Narrative

**Date:** 02/22/2018

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| **Staff Vacancies**    | • Nurse Practitioner position: Olivia Agboola, FNP is slated to start March 1, 2018  
                        | • Lab Technician: Annette Webber retired. Goal is to fill vacancy as soon as possible.                                               |
|                        | • Public Health Nurse 1: remains vacant with interviews TBA                                                                             |
| **Immunization Audits**| 70 school audits conducted to include 40 K-5 and 7th public grade student records as well as 30 private K-5 and 7th grade student records |
|                        | NOTE—Audits are completed by health department staff which decreases the number of client services in house until audit are completed (usually 5-7 days out of clinic) |
| **Outreach Events**    | • OCT—A Friend's House: Presentation on Dangers of Smoking                                                                          |
|                        | • OCT—My Sister's Keeper: Overview of health department services                                                                        |
|                        | • DEC—Haven House: provided free HIV screenings in recognition of World AIDS Day                                                        |
|                        | • DEC—Leadership Henry: provided overview of health department services                                                                |
| **Staff Enrichment**   | • OCT—District wide Wellness Day at Rock Ranch                                                                                         |
|                        | • OCT/NOV—Contraceptive Technology Conference                                                                                          |
|                        | • Emergency Preparedness Training—Incident Command 300; Sheltering; Winter Weather Exercise; PODS                                       |
|                        | • County Nurse Manager Retreat—at Callaway Gardens. Great discussions on leadership; taking care of self; succession planning, etc.       |
| **Additional Items**   | • Map of State DPH districts distributed                                                                                                |
|                        | • Health department brochure distributed outlining services provided                                                                   |

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**INFORM-PREVENT-PROTECT**  
**Presented by:** Tisa Bright, RN BSN County Nurse Manager

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

**WIC Narrative**

**Date:** 02/22/2018

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| WIC Reports         | Provided information about the WIC program.  
**Georgia WIC flyer**- what WIC is, who we serve, what we offer and the income guidelines  
**WIC approved list**- shows all the categories and brands of foods that we offer and it also includes WIC tips: how to use the vouchers, reminder that you can participate in the BOGO if the store offers it,  
**Pocket calendar**- tips/recipes for healthy and lifestyle goals getting enough sleep, portion sizes and healthier drinks/snacks.  

*Henry County WIC reports for November, December and January were presented.  
*Our fiscal year started in October of 2018 and the target caseload was set at **4231** participants.  
*January is the most current report and the clinic met 86.3% of the total caseload assigned.  
*Issued vs enrolled: participants that are on the program but did not pick up for the month  
*The clinic continues to work on outreach and of course in-reach.  

Overview of the WIC Type/Ethnicity of the participants that we serve.  

| Common Risk Factors | *These are the top 3 risk factors for each type or category.  
The top risk factors were consistent for all **women**: overweight  
**Children & infants**: inappropriate nutrition practices (routine nutrition practices that may affect the client’s nutrition status or cause health problems.  

| 1st Trimester Enrollment | First Trimester Enrollment was below the state standard of 60% for all three months. We have anywhere for 70-80 prenatal women that come per month, but it’s just later in their pregnancy.  

| Vendors | Reviewed the number of WIC vendors that are located in and serving the county.  
*There were 20 vendors in Henry county.  
*Amount of vouchers cashed for the month of January: **16,850**  
*Amount Cashed for January: **$288,925.01**  
*Cumulative Amount Cashed for FFY17 (Oct-January): **$1,016,301.99**
**Henry had a PT WIC Customer service rep opening, we hired through a temp agency and she will start tomorrow.**

*Cooking Matters:*
*Hand out flyer for March-August.*
*Just the lessons and the recipe for the month.*
*We offer Cooking Matters Classes every Friday @10am and 1pm*

March: Tuna Melt
Cooking Side by side and Setting a healthy example.

March is NNM and WIC will be using social media to promote the theme which Go Further with food.
We will have different activities/contest/incentives thorough out the month for staff and our participants.
Each week we will kick off a specific topic:
Our region will focus on Using Food Safety Practices and Considering leftovers to be used later in week, proper storage/reheating)

**INFORM-PREVENT-PROTECT**

Prepared by: Ericka Borrero RD, LD, CLC
## Henry County Board of Health Meeting

### Environmental Health Narrative

**Date:** February 22, 2018

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<td><strong>Foodservice</strong></td>
<td>Currently 478 restaurants compared to 470 last year. Number of inspections down from same period last year. Scores continue upward with 329-A, 97-B, 10-C, 5-U, from June 2017 - Jan. 2018. New facilities constantly opening. Sometimes change of ownership. Inspected 185 temporary facilities in 2017. NASCAR this weekend.</td>
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<tr>
<td><strong>Onsite Sewage</strong></td>
<td>Inspections were down in this program. Both septic permit issuance and tank inspections.</td>
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<td><strong>Tourist Accommodations and Swimming Pools</strong></td>
<td>TA inspections up this period. Investigated 9 complaints as compared to 12 the same period last year. 3 pool complaints as compared to 2 same period last year. Pool inspections were close to the same for the time period.</td>
</tr>
<tr>
<td><strong>Body Art</strong></td>
<td>All facilities inspections have been completed. A group of body artists are looking to sponsor a convention in Henry. Our BA regulations does not allow for conventions. Artist have pursued it with the county through their ordinances but it appears that county codes will not allow it as well. Still waiting on state BA Regulations.</td>
</tr>
<tr>
<td><strong>Other</strong></td>
<td>General complaints investigations were up with 133 out of 139 resolved. New employees start March 1 - CSR and EH 1. Jaime and Bonnie taught Serv-Safe class last month. Brett Sims received his Serv-Safe Certification. Jaime Kitchens is currently undergoing restandardization by the state office. Standards are recertified every 5 years by the state. Fee collection was down compared to same period last year. Still collecting for restaurant yearly fees. Address phone calls and consultations. Indicator Report</td>
</tr>
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**INFORM-PREVENT-PROTECT**

Presented by: [Signature]

District 4 Public Health

Rev 9/15 DH