HENRY COUNTY BOARD OF HEALTH MEETING
April 26th, 2018
Henry County Health Department

The Henry County Board of Health held their quarterly meeting at 12:00pm on April 26th, 2018 in the Conference Room at the Henry County Health Department.

Attendees

Board of Health Members
Mayor Anthony Ford, Vice Chairman
Mary Elizabeth Davis, Henry County School Superintendent
Dr. Andrea Miles
Charlie Tomlinson
Dr. James Alexander

Henry County Health Department Managers/Representatives
Tisa Dupree-Bright, RN, BSN, County Nurse Manager
Glinda Scott, Environmental Health Manager
Nakita Morrison, Administrative Assistant/BOH Secretary

District Office Representatives
Dr. Olugbenga Obasanjo, District Health Director
Debbi Heard, Executive Assistant/BOH Liaison
Duane Fields, District Environmental Health Manager
Teresa McDaniel, District Administrator

District 4 Public Health
Serving Butts, Carroll, Coweta, Fayette, Heard, Henry, Lamar,
Meriwether, Pike, Spalding, Troup and Upson Counties

We Protect Lives.
The Henry County Board of Health meeting was called to order at 12:05pm by Vice Chairman Ford.

Vice Chairman Ford asked for a motion to approve the agenda as presented for today’s meeting. Superintendent Davis motioned to approve the agenda. The motion was seconded by Dr. James Alexander.

Vice Chairman Ford asked for a motion to approve the April 26th minutes as presented. Superintendent Davis motioned to approve the minutes as presented and Dr. James Alexander seconded the motion.

New Business

Resignation

Dr. James Alexander announced his resignation. Today will be his last meeting.

FY’19 Budget Approval

Teresa McDaniel, District 4 Administrator presented the Fiscal Year 2019 Budget to the board for approval. The board asked for an amendment to recognize a 5% cut in the budget. Vice Chairman asked for a motion to approve the budget with an amendment recognizing a 5% cut. Superintendent Davis motioned to approve the FY’19 budget with the amendment. The motion was seconded by Dr. James Alexander.

Old Business

By-laws Update

Debbi Heard, Executive Assistant/Board of Health Liaison, presented the updated By-laws to the board with changes made to Article IV and Article VI. Vice Chairman Ford asked for a motion to approve the changes as presented. Dr. James Alexander motioned to approve the updated by-laws. The motion was seconded by Superintendent Davis.
Tisa Dupree-Bright, RN, BSN
Clinical

Tisa provided the Nursing report. (Narrative attached)

Teresa McDaniel
Financial

Teresa provided the Financial report. (Narrative attached)

Tisa Dupree-Bright, RN, BSN
WIC Program

Tisa provided the WIC report. (Narrative attached)

Glinda Scott
Environmental Health

Glinda provided the Environmental Health report. (Narrative attached)

Dr. Obasanjo
District 4 Public Health

Dr. Obasanjo provided the following updates:

- He thanked Dr. Miles and Chair Wood for attending the Georgia Public Health Association conference.
- District 4 will start doing PowerPoint presentations at the board of health meetings to reduce the amount of paper used.
- He is no longer serving as Interim Director for the Macon District, he is 100% back at District 4.
• District 4 will officially register for Accreditation on August 30th, 2018. Everything is ready except CHIP (Community Health Improvement Plan), which they will start having meetings. The board is welcome to come and lunch will be served. Encouraged board members to let Debbi know if they wanted more information to attend. After that, there will be site visits at the 6 and 9-month marks after registering. There will also be a districtwide workplan for each county.

**Henry County Updates/ Remarks**

There were no updates or remarks from Henry County board members.

**Board Member Reports/Updates**

Debbi Heard announced that there were twenty-one board of health members in attendance at the annual Georgia Public Health Association conference. She also thanked Dr. Miles for her attendance at the conference. She informed the board members about attending the National Association of Local Boards of Health conference and to contact her if they wanted to register.

**Adjourn**

Vice Chairman Ford asked for a motion to end the meeting if there were no further remarks. Dr. James Alexander made a motion to adjourn the meeting. The motion was seconded by Superintendent Davis. The meeting was adjourned at 1:04pm.
Henry County Board of Health Meeting  
County Nurse Manager Narrative  

Date: 04/26/2018

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| Staff Vacancies              | Nurse Practitioner position: Olivia Agboola, FNP started March 1, 2018  
Lab Technician: Sheena Killingham, Lab Tech 1 started March 16, 2018  
Public Health Nurse 1: interviews completed, and new employee slated to start April 16, 2018 |
| Immunization Audits          | 110 daycare audits conducted to include daycares within the public schools as well as all private daycares.  
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              | JAN—assisted Butts County with TB screening at a local business  
JAN—Southern Crescent Behavioral Health System: information on health department services  
FEB—Healthy Eating presentation at SWAG  
FEB—Mt Olive Baptist Church/Henry County Extension Services  
MAR—McDonough Housing Authority: presentation on health department services  
MAR—Stockbridge Elementary School: provided information to Parent Liaison on services provided by health department |
| Staff Enrichment             | County Nurse Manager: continues with Leadership Henry  
OASIS/Data Collection sources  
Cultural Competency  
Emergency Preparedness: Sheltering; working with mentally challenged clients during crises; POD exercises  
NOTE—POD exercise/drill scheduled for November 1, 2013  
Perinatal Case management (PCM) training  
Centering Pregnancy facilitator workshop |
| Additional Items             | Demolition of “Barn”  
CCBOH—Discussed the status of CCBOH and neighboring counties in D4 are absorbing the burden/cost of Clayton residents. Mayor Ford asked if we had a status update on CCBOH. Dr. Obasanjo and Mayor Ford planned to discuss later. |

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
### Financial Narrative

**Date:** April 26, 2018

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<td>FY 19 Budget</td>
<td>FY 19 Budget was presented. Motion made to accept FY19 amended budget to account for the 5% cut of county funds by Dr. Mary Elizabeth Davis, seconded by Mr. Alexander. All in favor.</td>
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<td>FY 18 Budget</td>
<td>FY18 budget is under spent at 68% for 9 months.</td>
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| Financial Report    | **Revenue:**  
FY18 Revenues: $1,628,876 compared to FY17 Revenues: $1,499,855. An increase of $129,021.  
Clinical/Medicaid fee rev down $19,019 compared to LY.  
EH fee rev down $42,048 compared to LY.  
Total fee rev down $61,066 compared to LY.  
Other Rev up $190,087 (GIA, Admin Claim, Intra/Inter)  

**Expenses:**  
FY18 Expenses: $1,572,428 compared to FY17 $1,585,178.  
A decrease of $12,750 compared to LY. (equip down, other operating up, salaries down) |
| Additional Information | None to report.                                                                                                                             |

**INFORM-PREVENT-PROTECT**  
**Presented by:** Teresa McDaniel  
**District 4**
# Henry Board of Health Meeting

## WIC Narrative

**Date:** 04/26/18

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| **WIC Reports**        | Review Henry County WIC reports for February and March 2018. March is the most current report and the clinic met **88.8%** of the total caseload assigned.  
                          *The clinic continues to work on outreach and calling missed appointments.*                                                                 |
| **Common Risk Factors**| *Top risk factor for each type or category.*  
                          **Women:** overweight  
                          **Children & Infants:** inappropriate nutrition practices (routine nutrition practices that may affect the client’s nutrition status or cause health problems. |
| **1st Trimester**      | First Trimester Enrollment was above the state standard of 60% for the month of February (62.7%) and below the standard for the month of March (38.2%).                                                      |
| **Vendors**            | Review the number of WIC vendors that are located in and serving the county. *There are currently 20 vendors in Henry county.* *Amount of vouchers cashed for the month of March: 13,902*  
                          *Cumulative Amount Cashed for FFY18 (Oct-Mar): $1,478,054.80*                                                                                                         |
| **Other**              | **Vacancies:** We currently have a vacancy for a PT Nutritionist. All interviews will be completed by May 4, 2018.                                                                                           |
|                        | **Cooking Matters:**  
                          We offer Cooking Matters Classes every Friday @10am and 1pm  
                          **Featured Recipes:**  
                          April: Fast Southwestern Dinner Salad (Super Salads) Balsamic Vinaigrette Dressing  
                          May: Step-by-Step Stir-Fry with Lemon Stir-Fry Sauce  
                          June: Tomato Sauce over Whole Grain Pasta  
                          **National Nutrition Month:**  
                          March was NNM and WIC used social media to promote the theme created by the Academy of Nutrition and Dietetics. This year’s theme was Go Further with food.  
                          The clinics had different activities/contest/incentives throughout the month for the staff and our participants.  
                          Each week we kicked off a specific topic. Henry focused on using food safety practices, considering leftovers to be used later in week and how to properly reheat and store foods. |

**INFORM-PREVENT-PROTECT**

Prepared by: Ericka Borrero RD, LD, CLC

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District 4 Public Health

Review/Revision Date 4/2015
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<td>EH Indicator Report</td>
<td>Presented the Bi-annual Environmental Health Indicator Report. The report shows the trends in EH using graphs from 2012 to 2017 for Onsite Sewage, Foodservice, Swimming Pools and Tourist Accommodations in. Highlighted points in the Onsite Sewage Program: The downturn in the Onsite Sewage Program in 2012 was due to the economic crisis. The number of permit applications continued to rise until a downturn in 2017. The number of septic complaints and repairs are on a downward trend. Pointed out that most septic failures are caused by excessive water usage. Highlighted Points in Foodservice: The number of permitted establishments rose until 2017. Complaints on establishments continue to rise, especially because of the I Was Poisoned website. Duane Fields explained that I Was Poisoned is a website that allows individuals to lodge complaints against restaurants without leaving contact information. Some complaints are not always legitimate. The report showed 185 temporary facilities inspected in 2017 and no inspection information for 2012 to 2016. I mentioned that temporary facilities are legal for 14 consecutive days. Vice Chairman Ford asked if we did not inspect temporaries in the past since there was no data presented. Duane Fields explained the difference between temporary and permanent facilities. Duane also explained that the State EH Computer Program did not have the parameters in place in the past to capture the data on temporary inspections.</td>
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<td>General Information</td>
<td>Lost 2 employees last month. Interviewed the Wednesday before Board Meeting. Hope to have 2 new employees on board by June. One potential hire is currently trained in Environmental Health. Jaime Kitchens and Bonnie Turner assisted the Extension Office in teaching the Serv Safe Class.</td>
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