HENRY COUNTY BOARD OF HEALTH MEETING
Minutes
August 23rd, 2018
Henry County Health Department

The Henry County Board of Health held their quarterly meeting at 11:50am on August 23rd, 2018 in the Conference Room at the Henry County Health Department.

Attendees

Board of Health Members
Mayor Anthony Ford, Vice Chairman
Charlie Tomlinson
Mary Elizabeth Davis, Henry County School Superintendent
Mike Carley
Jill Bolton, RN

Henry County Health Department Managers/Representatives
Tisa Dupree-Bright, RN, BSN, County Nurse Manager
Glinda Scott, Environmental Health Manager
Ericka Borrero, RD/LD, WIC Program
Tammy Combs, Customer Service Rep. III, Environmental Health

District Office Representatives
Wendy LeVan, RN, Dir. Of Nursing & Clinical Services
Debbi Heard, Executive Assistant/BOH Liaison
Duane Fields, District Environmental Health Manager
Teresa McDaniel, District Administrator

The Henry County Board of Health meeting was called to order on August 23rd, 2018 at 11:50am by Vice-Chairman Mayor Anthony Ford.
Agenda Approval

Vice Chairman Mayor Anthony Ford asked for a motion to approve the agenda for the meeting. Mary Elizabeth Davis made a motion to approve the agenda as presented, seconded by Charlie Tomlinson.

Minutes Approval

The minutes from the June 29th meeting were presented for approval. Mary Elizabeth Davis made the motion to approve the minute as presented, seconded by Charlie Tomlinson.

New Business

Introduction of New Board Member & Oath of Office – Vice Chairman Mayor Anthony Ford introduced and welcomed new board member Jill Bolton, who was appointed by the Henry County Board of Commissioners. Jill Bolton read the Oath of Office aloud and signed.

Old Business

None

Tisa Dupree-Bright, RN, BSN
Clinical

Tisa Dupree-Bright provided the Nursing Report. (Narrative attached)

Teresa McDaniel
Financial

Teresa McDaniel provided the Financial Report. (Narrative attached)

Ericka Borrero, RD,LD
WIC Program

Ericka Borrero provided the WIC report. (Narrative attached)
Glinda Scott
Environmental Health

Glinda Scott provided the Environmental Health report. (Narrative attached)

Wendy LeVan, RN
District 4/Public Health

- The NALBOH Conference was held August 8th – 10th in Raleigh, NC. Wendy thanked Vice-Chairman Anthony Ford for attending. District 4 was the only district from Georgia represented. There was a total of 5 board members who attended.

- August 31st at 9am will be the Mercer Leadership Certificate Ceremony in Newnan.

- August 31st at 1:30pm Dr. Obasanjo will officially push the button to send our application to PHAB for Accreditation. This will be provided by VICS, with all the district sites joining. We will then have until December 28th to download all of our documents. Board members are invited to attend.

- October 5th is the District 4 Annual Health & Wellness Day at Rock Ranch. Speakers are scheduled for the morning and activities in the afternoon. Board members are invited to attend.

- In the packets is a flyer about Point of Dispensing, what we refer to as a POD. A District 4 Emergency Preparedness representative will be reaching out to county, city and school representatives about being a closed POD.

- The Opioid Crisis Health Summit held in Forsythe on August 1st brought together community partners from a variety of stakeholders.

- Introduced Dr. Lilianne Lewis, a fellow providing clinical services and learning more about public health.

Board Member Reports/Updates

Vice-Chairman Mayor Anthony Ford reported that he also attended the summit in Forsythe and that it was a very good program. He also attended the NALBOH Conference and it was very good informational and learned a lot.
Gilda Scott told the board members that this would be Duane Fields last meeting, he is retiring and will be greatly missed.

Public Comments

None

Adjourn

Vice Chairman Mayor Anthony Ford adjourned the meeting at 12:31pm.

Mayor Anthony Ford, Vice-Chairman

Date

The next Henry County Board of Health Meeting is scheduled for October 25th at noon in the conference room of the Henry County Health Department.
<table>
<thead>
<tr>
<th>Topic</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Staff Vacancies</td>
<td>Currently, all administrative and clinical positions are filled.</td>
</tr>
<tr>
<td>Back to School Immunization Rush</td>
<td>Back to School Immunization Rush was a huge success. Clients were seen in a timely manner. There were no client concerns or complaints.</td>
</tr>
</tbody>
</table>
| Outreach Events                            | • Jun 16—McDonough Caribbean Cultural Festival at Alexander Park  
• Jun 26—Haven House for National HIV Testing Day  
• Jun 30—Christ Centered Gospel Church Health Fair at McDonough Square                                                                                                                                 |
| Staff Enrichment                           | • Full Scale Dispensing Exercise/Drill—The exercise is rescheduled to October 11, 2018.  
• Orientation continues for Valerie Fraley, RN (hired April 16, 2018).                                                                                                                                     |
| Additional Items                           | • June 1—initiation of primary care services. We are moving forward at a steady pace. A meeting is scheduled for next week to discuss the progress of the new service, review processes, make necessary changes, etc.  
• CenteringPregnancy Update—The licensing agreement has been signed by Dr. Obasanjo.  
• United Way/Red to Green Initiative                                                                                                               |

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:** August 28, 2018

**Final**

<table>
<thead>
<tr>
<th>Topic</th>
<th>Comments</th>
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</thead>
<tbody>
<tr>
<td>FY 18 Budget</td>
<td>FY18 budget closed out at 92% spent.</td>
</tr>
<tr>
<td>Financial Report</td>
<td>Henry Co. Financial Report was presented to the Board.</td>
</tr>
<tr>
<td></td>
<td>Revenue:</td>
</tr>
<tr>
<td></td>
<td>FY18 Revenues YTD: $2,334,485 compared to FY17 Revenues YTD: $2,314,671. This is an increase of $19,814 compared to LY.</td>
</tr>
<tr>
<td></td>
<td>Clinical/Medicaid fee rev: <strong>down $10,957</strong> compared to LY.</td>
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<td>EH fee rev: <strong>down $23,799</strong> compared to LY.</td>
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<tr>
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<td>Total fee rev: <strong>down $34,756</strong> compared to LY.</td>
</tr>
<tr>
<td></td>
<td>Other Rev: up $54,570 compared to LY. (GIA+, Admin Claiming+, Contracts+, County-)</td>
</tr>
<tr>
<td></td>
<td>Expenses:</td>
</tr>
<tr>
<td></td>
<td>FY18 Expenses YTD: $2,092,953 compared to FY17 Expenses YTD: $2,136,347. A decrease of $43,394 compared to LY.</td>
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| Additional Information | None. |

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**INFORM-PREVENT-PROTECT**  
**Presented by:** Teresa McDaniel  
**District 4**

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District 4 Public Health  
Rev 9/16 DH
<table>
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<tr>
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<tr>
<td>Activity Report</td>
<td>Food Service:</td>
</tr>
<tr>
<td>Employees Update</td>
<td>New employee Mario Turner attended the food service training class in July and is attending this week the General Environmental Health Training. Tammy Combs and Jaime Kitchens attended the Communicating Across Cultures Class sponsored by D4 and Emory Tuesday in Spalding County. Jaime Kitchens and Bonnie Turner are teaching Serv Safe food handlers certification class yesterday and today. Bonnie Turner will be graduating from the Mercer Leadership Development Program on August 31.</td>
</tr>
</tbody>
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Henry County Board of Health  
Environmental Health Narrative

<table>
<thead>
<tr>
<th>Comments</th>
<th>Mayor Ford asked if we were aware of the upcoming Bridgefest. I informed him that EH had met previously with representatives from the City of Stockbridge to discuss Bridgefest.</th>
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INFORM-PREVENT-PROTECT  
Presented by:  

Gilinda A. Scott
Henry Board of Health Meeting  
WIC Narrative

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| WIC Reports              | *Henry County WIC reports for June and July 2018 were presented.  
                              *July was the most current report. The clinic met 91.6% of the total caseload assigned (3877/4231). Vouchers printed  
                              *Henry continues to serve clients from the Clayton District. We have permission from the state to extend our processing standards to 15 days vs 10 days.  
                              *The clinic continues to work on in-reach (by calling missed appointments) and outreach (attending community events/health fairs).  
                              *Mayor Ford asked why participants were missing appointments, are they getting reminder calls? We are currently working on a new call system that will send appointment reminders. |
| Common Risk Factors      | *The top risk factor for each type and category.  
                              -Overweight was the top risk factor for all women.  
                              -Inappropriate nutrition practices was the top factor for infants and children.                                                                 |
| 1st Trimester Enrollment | *First Trimester Enrollment was below the state standard of 60% for June and July. (June: 40.6% and July: 34.0%)                                                                                           |
| Vendors                  | Reviewed the number of WIC vendors that are located in and serving the county.  
                              *There were 20 vendors in Henry county for June & July.  
                              *The amount of vouchers cashed for the month of July: 14,132  
                              *The amount that was cashed for the month of July: $233,251.53  
                              *Cumulative Amount Cashed for FFY17 (Oct-July): $2,417,112.56                                                                                   |
| Other                    | July 2018, WIC added yogurt and whole wheat pasta to the approved list.                                                                                                                                   |
|                          | Henry had a PT WIC Customer service rep opening, we have hired through Express and she will start next week.                                                                                             |
| Fairs/Events:            | -McDonough Caribbean Festival at Alexander Park on Saturday, June 16th                                                                                 |
|                          | -WIC Outreach Worker attended an event held at the Locust Grove Library on July 24th.                                                                     |
|                          | -Nutritionist attended a health fair provided by a local church on Saturday, June 30 @ the McDonough Square                                                |
|                          | -August 25th-Healing Henry Baby shower @ the McDonough Women's Center. Provide BF education/WIC program information.                                |
Henry Board of Health Meeting
WIC Narrative

*Cooking Matters:
The Henry County WIC office offers two Cooking Matters Classes every Friday @10am and 1pm

*Passed out Cooking Matters Class & Recipe flyer (March 2018-September 2018)
* Passed out New WIC Foods Insert-for yogurt and whole wheat pasta

August-Lesson Five “Active Families”
Featured Recipe: Fruit smoothies
Objective/Topic: Benefits of choosing low fat-dairy foods

Benefits of choosing low-fat dairy foods
September-Lesson Six “Recipe for Success”
Featured Recipe: Tabbouleh with Brown Rice
Objective/Topic: Principles of making smart food choices

INFORM-PREVENT-PROTECT

Prepared by: Ericka Borroto RDN, LD, CLC