The Meriwether County Board of Health held their quarterly meeting at 2 p.m. on November 28th, 2018 in the Norma Phillips Conference Room at the Meriwether County Health Department.

**Attendees:**
- **Board of Health Members**
  - Hannah Flynn, Chairperson
  - Bryan Threadgill, Vice-Chairman
  - Victor Lambert
  - Norma Phillips
  - Travis Ferguson

- **Meriwether County Health Department Managers/Representatives**
  - Laurie Roberts, RN, County Nurse Manager
  - Melanie Teel, Office Manager
  - Eugene Smenner, Environmental Health Manager
  - Jennifer Whitaker, Training and Development Specialist

- **District 4 Office Representatives**
  - Dr. Olugbenga Obasanjo, MD, District Director
  - Teresa McDaniel, District Administrator
  - Melinda Bailey, District Environmental Health Director
  - Wendy LeVan, RN, District Nursing Director

- **OTHERS**
  - Michele Davis, CSR II
  - Sharon McKee, Administrative Assistant

**CALL TO ORDER**

Chairperson Hannah Flynn called the meeting to order at 2:00pm and determined a quorum.
INVOCATION

Travis Ferguson provided the Invocation.

AGENDA APPROVAL

The November 28th agenda was presented for approval. Vice-Chairperson Bryan Threadgill made the motion to accept the agenda as presented, seconded by Travis Ferguson.

MINUTES APPROVAL

The August 22nd, 2018 meeting minutes were presented for approval. Travis Ferguson made the motion to accept the minutes as presented, seconded by Vice-Chairperson Bryan Threadgill.

OLD BUSINESS

Eugene Smenner. Environmental Health Manager updated the board on the RV Park situation. He informed the board that the State Attorney ruled in their favor against the RV Park, but he believes there is an error in her ruling. Eugene and Melinda are going to go over the ruling and most likely ask that a new one be issued.

NEW BUSINESS

Melinda Bailey. District 4 Environmental Health Director presented the Board of Health members Notice of Proposed Rulemaking “Pop-Up” Food Service Operations revisions to Chapter 511-6-1. This is a revision made to the Department of Public Health (DPH) rules governing Food Service Establishments to serve prepared food at “pop-up” location without requiring an additional permit.

Teresa McDaniel. District Administrator presented a budget revision for approval. Dr. Lambert made the motion to accept the budget revision as presented, seconded by Travis Ferguson.

The 2019 BOH Meeting schedule was presented for approval. Dr. Lambert made the motion to accept the schedule as presented, seconded by Travis Ferguson.

Annual elections for Chairperson and Vice Chairperson were held. Dr. Lambert made the motion for Hannah Flynn to remain as Chairperson and Bryan Threadgill as Vice-Chairperson, seconded by Travis Ferguson.

CLINICAL
Laurie Roberts. RN, County Nurse Manager

Laurie provided the Nursing Report (see Narrative attached)

FINANCIAL
Teresa McDaniel. District Administrator

Teresa provided the Financial Report (see narrative attached)
ENVIRONMENTAL HEALTH
Eugene Smenner, EH Manager

Eugene provided the Environmental Health Report (see narrative attached)

WIC
Jennifer Whitaker, Interim WIC Regional Manager

Jennifer provided the WIC Report (see narrative attached)

DISTRICT 4/PUBLIC HEALTH
Olugbenga Obasanjo, MD, District Health Director

Dr. Obasanjo apologized for missing the last meeting. He was on Military duty. He explained to the board that his commitment to the unit in California will end in April and he will return to his unit in Georgia.

Dr. Obasanjo updated the board that Debbi Heard, Exec. Assistant/BOH Liaison is out due to medical reasons. Michele Davis, CSR II has agreed to fill in while Debbi is out.

Michele Davis updated the board on Accreditation (see attached dashboard flyer). District 4 will “Push the Button” on March 1st, 2019 to submit documentation. Dr. Obasanjo informed the board that the upload date was delayed due to a PHAB Training he and Susie Hammock must attend in February 2019. We should have our site visit by this time next year. Be sure to look for emails from Debbi and get familiar with the documents. Please respond with questions or concerns. We will be offering training and a “mock” site visit, which will hopefully take place in October 2019.

BOARD MEMBER REPORTS/COMMENTS

PUBLIC COMMENTS:

None

ADJOURN:

There being no further comments Travis Ferguson made the motion to adjourn at 3:17pm, seconded by Dr. Lambert.

Hannah Flynn, Chairperson

Date

The next Meriwether County Board of Health meeting is scheduled for February 27th, 2019 @ 2 PM. Additional copies of reports are available upon request.