PIKE COUNTY
BOARD OF HEALTH MEETING MINUTES
November 6th, 2018 @ Noon
Pike County Health Department

The Pike County Board of Health met for their quarterly meeting on November 6th, 2018 at noon in the Pike County Health Department conference room.

Attendees:

**Board of Health Members**
Briar Johnson, Vice Chairman
Donna Haney, MD
Rodney Hillely
Greg Green

**Pike County Health Department Managers/Representatives**
Laurie Roberts, RN, County Nurse Manager
Melanie Teel, Office Manager
Ben Trotter, Environmental Health Manager
Ericka Borrero, Regional Nutritional Manager

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

**CALL TO ORDER**
Vice-Chairman Briar Johnson called the meeting to order at 12:10 pm and determined a quorum.

**INVOCATION**
Vice-Chairman Briar Johnson provided the Invocation.
AGENDA APPROVAL

The November 6th agenda was presented for approval. Rodney Hilley made the motion to accept the agenda as presented, seconded by Greg Green.

MINUTES APPROVAL

The August 7th, 2018 meeting minutes were presented for approval. Dr. Haney made the motion to accept the minutes as presented, seconded by Greg Green.

OLD BUSINESS

None

NEW BUSINESS

Melinda Bailey, District 4 Environmental Health Director presented to the Board of Health members Notice of Proposed Rulemaking “Pop-Up” Food Service Operations revisions to Chapter 511-6-1. This is a recent 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. Permits are not needed for these operations, but a letter of approval is from the Environmental Health office.

Teresa McDaniel District Administrator presented the 2019 Budget Revision for approval. Rodney Hilley made the motion to accept the budget revision as presented, seconded by Greg Green.

The 2019 BOH Meeting schedule was presented for approval. Dr. Haney made the motion to accept the schedule as presented, seconded by Rodney Hilley.

TERESA MCDANIEL, DISTRICT ADMINISTRATOR
FINANCIAL

Teresa provided the Financial Report. (Narrative attached)

LAURIE ROBERTS, RN, COUNTY NURSE MANAGER
NURSING

Laurie provided the Nursing Report. (Narrative attached)

BEN TROTTER, EH MANAGER
ENVIRONMENTAL HEALTH

Ben provided the Environmental Health Report. (Narrative attached)

ERICKA BORRERO/ REGIONAL WIC/NUTRITION MANAGER
WIC

Ericka provided the WIC report. (Narrative attached)

DISTRICT 4/PUBLIC HEALTH
DR. OLUGBENGA OBASANJO, MD, DISTRICT HEALTH DIRECTOR
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. District 4 will “Push the Button” on March 1st, 2019 to submit documentation. Dr. Obasanjo informed the board that the upload date was moved back due to a training that he and Susie Hammock must attend in February 2019. We should have our site visit by this time next year. The Accreditation updates will be sent out by Debbi Heard. Documents will be sent out for the board to review and make their comments. We will be offering training and a “mock” site visit, which will hopefully take place in October 2019.

BOARD MEMBER REPORTS/COMMENTS

Greg Green gave his thanks and appreciation for all the county and district does for Pike County.

Rodney Hilley asked about the board member vacancy. Vice-Chairman Briar Johnson said he would check into it.

Dr. Haney and Greg Green reviewed the handout regarding closed point-of-dispensing (POD) that was included in the packets.

They asked who a closed POD in Pike County was already. Dr. Obasanjo commented he would have Ryan Jones contact them.

Vice-Chairman Briar Johnson wished all in attendance a Merry Christmas and Happy New Year.

PUBLIC COMMENTS

None

ADJOURN

There being no further comments Dr Haney made a motion to adjourn at 12:55 p.m., seconded by Greg Green.

__________________________________________________________________________
Briar Johnson, Vice-Chairman                                   Date

Copies of reports distributed at meeting are available upon request.

The next Pike County Board of Health meeting is scheduled for February 5th, 2019 at noon in the conference room at the Pike County Health Department.
# Pike Board of Health Meeting

## Clinical Narrative

Date: November 6th, 2018

<table>
<thead>
<tr>
<th>Topic</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Staffing/Health Department phone system</td>
<td>Staffing remains stable with RN present five days a week and LPN back in Pike full time since September. Phone system has changed from Version to Localloop.</td>
</tr>
<tr>
<td>Community outreach</td>
<td>Update provided by Angela Farr RN. This year Pike Health Department staff administered more flu shots outside the health department to include United Bank, Pike Manor, County Employees and school system with a total of 155. September 18 National HIV Awareness Day observed at the Sr Center with testing being performed. October 2nd scoliosis screening completed on 6th and 8th grade students with 358 screened and 35 referred for further evaluation. Health Fair postponed due to weather and tentative date is February 15. Breast Cancer Awareness month observed with education provided to Pike Headstart Employees and free Breast Exams in Health Department on October 26th.</td>
</tr>
<tr>
<td>Update on expanding health department services</td>
<td>We are working toward offering the urine drug testing. December 18th is the day for nurses to complete the DOT Web Cam training. If all goes according to plan, January 2019 would be the start date.</td>
</tr>
<tr>
<td>Nursing Report</td>
<td>August September and October numbers for services provided are on the report. Please note the increase in vaccines given this year and the increase in Perinatal Case Management with a decrease in family planning. Wendy LeVan, Director of Nursing and Clinical Services, discussed the Public Health Safe Kid Act where infants can be dropped off without a penalty. Employees are performing safety sweeps in rest rooms and lobbies prior to closing the building for the day.</td>
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Pike Board of Health Meeting  
Environmental Health Narrative

Date: November 6th, 2018

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| Environmental Health Programs | **Food service:** Food service inspections are up for the quarter. Gina has been working hard to get the restaurants inspected. To date, there about 6 left to do. EH has not received any complaints on any establishments.  
**Tourist Accommodations:** EH inspected 1 tourist accommodation during the quarter (Elliott-Helms house).  
**Onsite Sewage:** Issued 38 new septic permits. Issued 7 repair permits. We inspected 46 system installations. This represents both new systems and repairs installs. 13 existing system evaluations were performed for closings or property additions.  
**Individual Water Supplies:** 22 well site approval permits were issued. We tested 51 water samples. 18 water samples were positive.  
**Private Swimming Pool:** Issued 6 new private swimming pool site evaluation letters.  
**Rabies:** EH investigated one possible human contact rabies case. The specimen (a goat) was sent for testing and came back negative. |
| Employee Updates           | Gina Duffey is currently going through food service standardization. Jalesa Dixon is continuing to shadow Gina in Food Service and Ben Trotter in other programs. She has completed the residential and commercial contractor/inspector exams that are required towards her becoming a certified level 1 inspector.  
**INFORM-PREVENT-PROTECT**  
Presented by: Benjamin T. Trotter |
# Pike Board of Health Meeting

**Financial Narrative**

**Date:** November 6, 2018

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<tr>
<td>FY19 Budget</td>
<td>FY19 budget is at 26.17% spent for the first quarter.</td>
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<tr>
<td>Financial Report</td>
<td>Pike Financial Report was presented to the Board.</td>
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<tr>
<td>Revenues:</td>
<td></td>
</tr>
<tr>
<td>FY19 Revenues YTD:</td>
<td>$104,454 compared to FY18 Revenues YTD: $94,426. This is an increase of $10,028 over LY.</td>
</tr>
<tr>
<td>Clinical/Medicaid Fee Rev down $724 compared to LY.</td>
<td></td>
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<tr>
<td>EH Fee Rev up $2,505 compared to LY.</td>
<td></td>
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<tr>
<td>Total Fee Rev up $1,781 compared to LY.</td>
<td></td>
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<tr>
<td>Other Rev up $8,246 compared to LY. (GIA+, Admin Claiming+, Contracts+, Intra/Inter-)</td>
<td></td>
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<tr>
<td>Expenses:</td>
<td></td>
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<tr>
<td>FY19 Expenses YTD:</td>
<td>$121,893 compared to FY18 Expenses YTD: $124,230. A decrease in spending of $2,337.</td>
</tr>
<tr>
<td>Additional Information</td>
<td>None.</td>
</tr>
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**INFORM-PREVENT-PROTECT**

Presented by: Teresa McDaniel
District 4
Pike County Board of Health Meeting  
WIC Program Narrative

Date: 11/06/18

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<td>New WIC Reports</td>
<td>• New report that resembles and are in line with the Clinical and Environmental reports.</td>
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| Caseload/Snapshot             | **Caseload**  
• The first graph is the Caseload. You can see the FFY 2018 caseload and as we move through FFY 2019 we will be able to compare to the same time last year. This graph also allows the board to see every month instead of snapshots throughout the year.  
• The current total caseload for Pike County is 198 participants.  
• Assigned caseloads, given by the state, were changed this year. The assigned caseload for Pike for FFY 2018 was 244 and decreased to 200 for FFY 2019.  
**Snapshot**  
• The report snapshot is there for a quick look at some of the numbers provided in the report such as vendor totals, first trimester enrollment and obesity data. |
| Demographics                  | **Participant Category**  
• The second page of the report shows the demographics of our caseload.  
• The participant category is divided into the type or category of participant such as Prenatal (16%), Breastfeeding (6%), Non-Breastfeeding (9%), Infant (29%) and Children (40%).  
• The majority of the participants are Children, ages 1-5. Women make up 31% of the participants and infants 29%.  
**Ethnicity**  
• The graph below Participant Category is the ethnic makeup of the participants. White (77%), Black (20%), Hispanic (2%), Multiracial (1%). |
| First Trimester Enrollment/Obesity Report | • Pike did not meet state goal of 60% for first trimester enrollment (3/7 participants or 42.9%).  
• The obesity graph shows the percentage of children that were found to be obese or overweight during the recertification process. 25% of the children certified were found to be overweight (BMI between ≥85 - ≤95%) and 0% were obese (BMI ≥95%). |
| Clinic Information and Vendors | **Vendor Monthly Totals**  
• The Vendor Monthly Totals shows a breakdown of how many federal dollars were generated in the only WIC approved Pike County vendor. For this period, 151 vouchers were cashed worth $2,554.09.  
**Most Common Risk Factors**  
• The most common risk factors for women were overweight, high maternal weight gain, low hemoglobin and breastfeeding an infant at nutritional risk.  
• The most common risk factors for infants were food allergies, inappropriate nutrition practices and prematurity.  
• The most common risk factors for children were inappropriate nutrition practices, low hemoglobin and food allergies.  
**Clinic Information/Announcements**  
• Pike County is fully staffed. Tonya Wynn, CSR transferred to cover Upson and Lamar. Aracely Ibarra, CSR will now be covering Pike County.  
• Cooking Matters continues to be held on a monthly basis. Pike offers Cooking Matters on the 3rd Thursday at 1:00 PM. |
Pike County Board of Health Meeting
WIC Program Narrative

| October: Pasta with Roasted Vegetables. |
| November: Black Bean and Vegetable Soup |
| December: Cheesy Hamburger Skillet |

- Infant formula rebate changed to Enfamil.
- Yogurt and whole wheat were added to the vouchers.
- New WIC Call Center number 770-722-0633

Comments/Questions

INFORM-PREVENT-PROTECT
Presented by: Ericka Borrero, RDN, LD, CLC