Upson County Health Department
Board of Health Minutes
Upson County Health Department
Conference Room
January 27th 2016
1:00 p.m.

Attendees:
Martha Bentley, Chairman
Glenda VanHouten, Vice Chairman
Mayor J.D. Stallings
Rusty Blackston
Anita Whitmore
Dr. Patricia Hall
Amy Miller
Patrice McKissick-Finney, Nurse Manager, Upson County Health Dept.
Kristie Pitts, Office Manager, Upson County Health Dept.
Tamara Kendall, Quality Champion, Upson Co. Health Dept.
Ben Trotter, Environmental Health Manager
Brigid Smith, District, Administrative Director
Dr. David Ajayi, District
Wendy LeVan, District, Dir. Of Nursing & Clinical Services
Jan Edwards, District, Accreditation & Quality Coordinator
Duane Fields, District, Environmental Health Director
Hays Arnold

Call to Order: The meeting was called to order by Chairman Martha Bentley.

Approval of Minutes:

Motion was made by Mrs. VanHouten and seconded by Mrs. Miller to approve the minutes from the August 19th, 2015 meeting as submitted.

New Business:

Introduction of the new Board of Health members Dr. Hall and Mayor Stallings.
The County appointed Dr. Trish Hall to fill the Physician Position on the Board of Health.
Mayor J.D. Stallings introduced himself to the Board of Health as the newly elected Mayor of Upson County.
The Board of Health Oath of Office was read and signed by Mayor Stallings and Dr. Hall.

Dr. Ajayi presented the Accreditation Process for District 4.

Budget Revision – Brigid presented a budget revision (Program #001, Rev 01, Revision date 1/27/16 increasing PYPI $20,539) for the board approval. Motion was made by Mrs. Miller and seconded by Mrs. VanHouten to approve. All in favor.

Chairman’s Report: Mrs. Bentley on behalf of the Upson County Board of Health and the health department presented to Mr. Hays a plaque of appreciation for 12 years of dedicated service on the Board of Health.

Reports:

NURSING:
Patrice McKissick-Finney presented the Nursing Report.
(Narrative attached)

FINANCIAL:
(Narrative attached)

Upson had their annual audit and there were no findings. The financial statement books are available to the Board.

There is a new line item in the audit book called GASB 68. State and local governments will now have to report defined benefits as a separate line item.

WIC:
Kristie Pitts presented the WIC Report in Ryan Saccucci absence.
(Narrative attached)

ENVIRONMENTAL HEALTH:
Ben Trotter presented the Environmental Health Report
(Narrative attached)

DISTRICT IV / PUBLIC HEALTH:
Wendy Levann presented the updates for the district. Dr. Obasanjo is currently deployed. His first day back will be March 21st. Dr. Townsend from the Columbus district is our interim health director.
The district is in the process of building a new building in downtown LaGrange. It will be smaller than the current location but will be more efficient. We anticipate to move in early summer. There will be an open house once it’s finished. The board is invited to participate. More information will be sent out.
Georgia Public Health Association annual meeting is March 22-23 in Atlanta. Any new BOH member is encouraged to attend. Debbi Heard will be sending additional information out about this event.

District 4 Annual Health and Wellness Day – April 29th at the Rock Ranch. The BOH is invited to attend. There will be a couple of guest speakers from the State that will be presenting to all staff during the morning. The afternoon there will be fellowship time. This will give the Boards of Health opportunity to meet other Board members across the district and all D4 staff. More information will be sent out.

There was recently a contest held across D4 asking for nominations of staff members whom they felt have gone over and beyond in terms of customer service. For Upson, there were two people nominated. Tamara Kendall and Kristie Pitts.

Mercer Leadership classes are ongoing. There are 3 classes left. Ben Trotter and Kristie Pitts are currently attending. There will be a ceremony once the class is completed. The anticipated date is March 18th. Board members are invited to attend.

Dr. Obasanjo had discussed in the past BOH meetings, the possibility of a name change for the health districts. We are pleased to announce District 4 name will remain the same. There is still a possibility of an additional name added to that. It may be District 4 West. The district will keep the Board informed of any changes.

January 21st District 4 had their Quarterly Emergency Preparedness meeting for managers in Newnan. Representatives from GEMA and the Sheriff’s Office presented the Active Shooter Training and recognizing and detection of weapons. Additional training will be rolled out to the counties.

Dr. Ajayi presented the Zika Virus presentation.

PUBLIC PARTICIPANTS: None

There were no further questions or comments.

ADJOURN: The meeting was adjourned by Mrs. Bentley at 2:30 p.m.

The next meeting is scheduled for April 27th, 2016 at 1:00 in the Upson County Health Department Conference Room.

Additional copies of reports are available upon request.

Minutes approved: ___________________________ Date: ___________________  
(Signature)
<table>
<thead>
<tr>
<th>Topic</th>
<th>Comments</th>
</tr>
</thead>
</table>
| Community Services         | October was our Flu Campaign Month. 603 Flu Vaccines were given. October 8th Flu vaccines were given to 95 employees at Standard Textiles. October 13<sup>th</sup>-16<sup>th</sup> 457 flu vaccines were given in school.  
October 21<sup>st</sup> Flu shots were given at the Gilmore Center.  
October 23<sup>rd</sup> Participated in a Health Fair at Avera Estates providing B/P for the residents.  
October 27<sup>th</sup> Provided B/P and Health information at EMC Annual Meeting.  
October was also Breast Cancer Awareness and we provided free breast exam to the community. Door prizes were given. Information on Breast Cancer was given out.  
November 3<sup>rd</sup> and 10<sup>th</sup> Scoliosis Screening was done on the 6 and 8 graders at Upson-Lee Middle School a total of 525 student were screened 87 were referred for further evaluation.  
December we completed the Immunization Status for all daycares, (99.68%) kindergarten private and public (100%), and the seventh graders (99.67%) in Upson County.  
December 10<sup>th</sup> and 11<sup>th</sup> STD Awareness Presentation was given by Patrice McKissick-Finney at Upson-Lee High School. |
| Staff Update               | Shanna Glanton completed the Child Passenger Safety Technician Course and is certified to provide instructions on installing child safety seats. We have 2 certified technicians who conduct monthly Child Passenger Safety Seat Class. At the end of the class each participant receives a car seat.                        |
| Staff Continuing Education | Valerie Henry and Patrice McKissick-Finney attended the Immunization Conference.  
Angela Farr and Patrice McKissick-Finney completed training for Multidisciplinary Investigation and Prosecution of Child Abuse and Sexual Exploitation.  
Angela Farr and Valerie Henry attended Contraceptive Technology Conference.  
December 2<sup>nd</sup> Tamara Kendall and Angela Farr attended the BCCP Update.                                                                 |
| Community Awareness        | Promoted Family Planning in the Community by posting Flyers at various locations. Dec 1<sup>st</sup> World AIDS Day—Provided free HIV test at Health Department and Farview Apartments. Each participant received a backpack with information on HIV/AIDS. |
### Good to Great

September 24th - Quarterly Luncheon was hosted by Environmental Health Theme: Swimming Pool Safety Quality Champion - Tamara Kendall has become involved in the community promoting Public Health and Networking with Community Partners. December 17th The Managers provided a luncheon for all staff

### Upcoming Events

February is Heart Health Month and we will be providing free BP Screening everyday. Call for an appointment or walk-in. Information will be given on Heart Health.

March is National Nutrition Month and the staff will be given a Lunch and Learn by the WIC Supervisor. The staff will give out information on Good Nutrition.

March 23rd Southern Crescent Technical College’s Annual Student Self-Empowerment Expo

### Questions

Mrs. Bentley: Did you have many participants on the HIV free testing? Mrs. Response: Farview had 6-7 participants. The health department had 15. June 2015 there were 15-20 participants at Farview. We will move around to different locations in the community each time.

Mrs. Whitmore - When HIV testing is done is it a finger stick or is a blood draw and you have to bring it back for testing?

Response: We use Clearview. It is a finger stick and they get the results within 15 minutes. If it comes back what we call “preliminary positive” then we draw blood on them and send to the State Lab. When that result comes back, we will notify them. If we do know they are positive for HIV, we have a clinic that we can enroll them in. A referral is made and sent to the clinic. The clinic contacts them to make the appointment.

Mrs. Whitmore: Is the clinic located here?

Response: No, the clinic is part of District 4 Public Health and located in Coweta County.

Mrs. Whitmore: How many people from here go to Coweta County to get care?

Response: We have recently referred people there and they are receiving care.

Mr. Blackston: On the 176 people that have been tested, what percent came back positive?

Response: 3 came back positive.

Mrs. Vanhouten: If they have to be referred, is there help with transportation?
Mrs. LeVann: Yes, they do provide them with some assistance in transportation. The client also has the option of going outside our district. We subcontract with another agency. There is also an HIV clinic in the Macon area. Client has the option to go there if it is closer. The client can also go to their private physician if that physician manages HIV.

There were no other further questions or comments.

INFORM-PREVENT-PROTECT

Prepared by: Z. Patrice McKissick-Finney, County Nurse Manager
Date: Jan 27, 2016

Upson County

<table>
<thead>
<tr>
<th>Topic</th>
<th>Comments</th>
</tr>
</thead>
<tbody>
<tr>
<td>FY16 Budget</td>
<td>The budget had forecasted $349,153 for PYPI. The actual amount is $369,691.60, $20,538.60 higher.</td>
</tr>
<tr>
<td>Financial Report</td>
<td>FY16 Revenues for the 2nd quarter were $396,354 compared to $377,144 in FY15. An increase of $19,210. Clinical fees were up $8,318. Vital records up $2,809. FY16 Expenses for 2nd Qrt were $502,043 compared to $449,733 in FY15. An increase of $52,310. Expenses were higher than revenues for July by $105,689.</td>
</tr>
</tbody>
</table>

INFORM-PREVENT-PROTECT

Prepared by: Brigid Smith, District Administrator
<table>
<thead>
<tr>
<th>Topic</th>
<th>Comments</th>
</tr>
</thead>
</table>
| WIC Caseload     | - Discuss the WIC reports in Upson for the month of December. December is the most current month out on GWIS.  
|                  | - Report the total Caseload for the month and participant category which made up the caseload. Also the ethnicity percentages of the caseload were provided.  
|                  | - Review over the most common risk factors which are being seen with our participants.  
|                  | - Discuss the percentage of our caseload that is breastfeeding and our first trimester enrollment rates with our prenatal.                                                                                |
| WIC Vendors      | - Review over the numbers of WIC vendors that are located in and serving Upson County.  
|                  | - Report the number of vouchers cashed the cumulative total for the month which was $65,619.63                                                                                                          |
| Child Weight Report | - Discuss the most recent quarterly child weight report that is out for Upson County. This period covered 7/1/2015 – 9/30/2015. The child weight report contains children between the age of 2-5 who are at underweight weight range, normal weight range, and overweight weight range for their BMI.  
|                  | - This totals are represented on a graph and the percentages are compared to the district and state averages.  
|                  | - Discuss our obesity report for the 2-5 age group of our participants.                                                                                                                                   |
| Miscellaneous    | Ashley Daniel new temp clerk for Upson WIC                                                                                                                                                             |

INFORM-PREVENT-PROTECT
**Board of Health Meeting**  
**Environmental Health Report**  

**Date:** January 27, 2016

<table>
<thead>
<tr>
<th>Topic</th>
<th>Comments</th>
</tr>
</thead>
</table>
| **Environmental Health Topics** | Kathaleen has been doing a good job with our food service program. (She is out on leave currently). The inspections are slightly down from this same period last year. KB has permitted 4 new restaurants for the quarter and investigated 1 complaint—Great Wall, NZ Green Mussels, worm etc.  
Tourist Accomodations: Current on the inspections and have not had any complaints to date.  
Water Supply: Number of sites evaluated and permits issued is down. Had a slight increase in the number of wells tested with 35. 21 samples were positive on the first test. These have been retested.  
Onsite: New system permits are down while repair permits were slightly up. Performed 4 new system inspections and 11 failing system inspections for the period. Evaluated 10 existing systems for closing letters.  
Swimming pools: Nothing really to report outside of the 2 routine inspections were performed on the swimming pools at the hospital.  
Body Art: We are down to one permitted tattoo shop in the County. |
| Complaints            | General complaints: 11 (8 Mold complaints, 2 Sewage failures(hunting camp and under the house leak), 1 Vector Control/Nuisance complaint—Roaches, bedbugs at Quality Inn (room in question was treated and cleaned twice and reinspected by our office until there were no more signs of the problem). |
| Rabies                | 2 rabies investigations performed: 2 Raccoons were sent and tested. Both were positive. These were animal exposures only. One dog was current on its vax and was observed by the owner for 45 days and the other dog that was exposed was euthanized but not tested. |
| Questions             | Mrs. Bentley: With all the publicity about lead poisoning, how is the water in Upson county checked for lead poisoning?  
Response: Currently, our office does not check for lead in the well tests. If there is a call from a concerned citizen, they are referred to the extension office that will do a whole panel of testing. |

**INFORM-PREVENT-PROTECT**

Prepared by: Ben Trotter