Upson County
Board of Health Meeting
Minutes
October 24, 2018 @ Noon
Upson County Health Department Conference Room

Attendees:

Board of Health Members
Glenda VanHouten, Chairperson
Dr. Patricia Hall
Anita Whitmore
Cristina Cunningham

Upson County Health Department Managers/Representatives
Sherry Farr, RN, County Nurse Manager
Kristie Pitts, Administrative Assistant
Tamara Kendall, Customer Service Representative
Ben Trotter, Environmental Health Manager

District 4 Office Representatives
Olugbenga Obasanjo, Health Director
Teresa McDaniel, District Administrator
Wendy LeVan, RN, Nursing & Clinical Services Director
Melinda Bailey, District Environmental Health Director
Ericka Borrero, Regional Nutrition Manager

The meeting was called to order by Chairperson Glenda VanHouten at 12:10 p.m. The minutes from the August 22nd, 2018 meeting were presented for approval. Anita Whitmore made a motion to approve, seconded by Dr. Patricia Hall, all were in favor. The minutes were approved as presented.
Old Business
None

New Business
Teresa McDaniel presented a Budget Revision for Fiscal Year 2019, BRev1 dated 10/1 to increase Prior Year Program Income (PYPI) $79,288. Anita Whitmore made the motion to accept the revision, seconded by Dr. Patricia Hall. All were in favor. A copy of the revision is in the packet.

Sherry Farr presented the 2019 Meeting Schedule for approval. Dr. Patricia Hall made a motion to accept the 2019 Meeting Schedule as presented, seconded by Anita Whitmore. All were in favor. A copy of the schedule is located in the packet.

Melinda Bailey explained the Notice of Proposed Rulemaking for “Pop-Up’ Food Service Operations” Revisions to Chapter 511-6-1. A copy of the notice is in the packet. There is no action needed by the Board.

REPORTS

CLINICAL

Sherry Farr, RN, provided the Nursing Report. (Narrative attached)

ENVIRONMENTAL HEALTH

Ben Trotter provided the Environmental Health Report. (Narrative attached)

FINANCIAL

Teresa McDaniel provided the Financial Report. (Narrative attached)

The Upson County Department of Public Health Financial Statements year ending June 30, 2018 are available for Board of Health members. A copy of the Basic Fraud Prevention and Audit Findings are in the packets.

WIC

Ericka Borrero provided the WIC Report. (Narrative attached)

DISTRICT 4 / PUBLIC HEALTH

Dr. Obasanjo thanked Christina Cunningham for attending the District 4 Wellness Day event at The Rock Ranch on October 5th.

Dr. Obasanjo reviewed the Accreditation Scoreboard flyer located in the packet. The “Push the Button” date has been changed to March 1st, 2019. The training required for access to the portal where documents can be uploaded will not be available until February 2019. The Accreditation updates will be sent out by Debbi Heard. Documents will be sent out for the Board to review and make comments.
District 4 has implemented a marketing strategy plan which has created an available position for marketing. The district will be looking into filling this position.

February 3rd, 2019 is the Superbowl game and will be held in the Mercedes-Benz stadium in Atlanta, GA. Be aware of public issues that come with big events such as terrorism, increased sexually transmitted diseases, human trafficking, increased food inspections and increased stress due to heavy traffic. District 4 will help our neighboring districts if needed. Upson has one point of distribution (POD) to distribute medicines if there was an emergency. There is a need for closed POD’s in Upson. More information will be sent out to the Board members regarding the Public Health issues.

UPDATES / COMMENTS:

Chairperson Glenda VanHouten ask if the December meeting could be cancelled due to the fact the board has had 4 meetings for the year. Dr. Obasanjo stated Debbi Heard can send out an email asking the other members.

PUBLIC COMMENTS:
None

ADJOURN:

Board member Christina Cunningham left the meeting at 12:35 p.m. to attend another meeting at the school. The meeting was considered ended due to no quorum.

Glenda VanHouten, Chairperson

Date:

The next meeting is scheduled for December 19th, 2018 at noon in the Upson County Health Department Conference Room. Lunch will be provided.

Additional copies of reports are available upon request.