

**Lowndes County of Board of Health**  
**January 23, 2018**  
**Minutes**

<b><u>Members Present</u></b>	<b><u>Members Absent</u></b>	<b><u>Others Present</u></b>
Dr. Mark Eanes, Chairman	Bill Slaughter	Dr. William R. Grow
Dr. Mary Margaret Richardson, Vice-Chairman	Mayor John Gayle	Tad Williams
Dr. Randy Smith, Secretary		Norma Jean Johnson
Wes Taylor		Teresa Giles
		Kyle Coppage
		Patrina Bowles
		Brenda Nash

**Call to Order**

- A meeting of the Lowndes County Board of Health was held Tuesday, January 23, 2018 at 7:30 a.m. in the large conference room at the Lowndes County Health Department.

**Public Comments**

- There were no public comments.

**Approval of November 14, 2017 Minutes (Attached)**

- The minutes from the November 14, 2017 Lowndes County Board of Health meeting were approved with no opposition.

**Business**

**Financial Information – Teresa Giles (Attached)**

- The Revenue and Expense Summary from July 1, 2017 – December 31, 2017 was reviewed.
- Revenue is good with expenses at 53.89%.
- Environmental Health fees have increased while Family Planning, PCM and Medicaid fees have decreased slightly. Norma Jean Johnson indicated there is delayed billing with PCM due to the requirement that the client be under a physician's care before the health department can bill for services. Dr. Grow mentioned this downward trend is being reviewed aggressively across the District with different marketing strategies being considered, including the use of social media to advertise health department services.
- The Board was informed that the FY2017 audit reports are due in December. The auditors are running behind schedule and requested an extension from the state. The report should be available for presentation at the March 2018 board meeting.

**Public Health Updates – William R. Grow, MD, FACP (Attached)**

- Dr. Grow announced all ten health departments are now fully activated and using Mitchell & McCormick (M&M) software. There are now 16 health districts with this system.
- The state has determined after receiving two requests for proposals that the ESM project was too broad and expensive. There will be additional review of this project to determine the next course of action.
- The Miller Foundation Grant will continue to support the District's hypertension program for 2018. The Lowndes County Board of Commissioners will continue to match the \$10,000 grant. Diabetic clients will also be seen by the expanded role nurses who have protocols and are trained to provide diabetes management services.

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- Dr. Grow informed the board that the legislators are considering Senate Bill 329 regarding boards of health and sovereign immunity and that he will update the Board when a decision has been made.
  - WIC is working on a centralized call center, which will be located at the Satellite Office. This process is 80% complete. Rather than each health department calling clients to reschedule their failed appointment or follow-up appointments, the call center staff will assume this responsibility.
  - Partnership for Health is now funded by South Georgia Medical Center with three family practitioners and two-three nurse practitioners. Joh Sparks will be coming off the District's budget within six months. All funds owed to the Lowndes County Board of Health have now been paid.

**Nurse Manager's Report – Norma Jean Johnson (Attached)**

- Ms. Johnson announced two RNs started January 16, 2018; however, one resigned January 17, 2018. Two RNs have reduced their status to part-time to continue their education and one of them subsequently resigned effective January 31, 2018 – the other will work three days each week.
- Three nurses are being trained in breast and pelvic, STD 101 and microscope training.
- There is one VSU nursing student working with a preceptor in the health department to satisfy their community health requirement.

**Environmental Health Update – Kyle Coppage (Attached)**

- The Environmental Health Activity and Inspection reports from January 1, 2017 – December 21, 2017 were presented and reviewed along with the Environmental Health Activity and Inspection Report for the current period.

**Announcements**

- There were no announcements.

**Adjournment**

- There being no further business, the meeting was adjourned at 7:55 a.m.

Respectfully Submitted,

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Dr. Randy Smith, Board Secretary  
Brenda Nash, Typist