

BEN HILL COUNTY BOARD OF HEALTH MEETING

March 20, 2019

Minutes

A meeting of the Ben Hill County Board of Health was held March 20, 2019 at 12:00 p.m. in the conference room at the Ben Hill County Health Department.

Members Present

Jim Turner, Chairman
Susan Smith
Mayor Jim Puckett, Vice-Chairman
Heath Parrish
Daniel Cowan
Thelma Graham

Members Absent

Shawn Haralson

Others Present

Dr. William Grow
Christine Naylor
Chris Calhoun
Alex Collins
Teresa Giles
Michelle Carelock
Shirley Brooks
Constance Manley
Patrina Bowles
David Lynch
Julie Parker

1. Call to Order

- Mayor Jim Puckett called the meeting to order at 12:04 p.m.

2. Public Comments

- Dr. Grow introduced Dwain Butler as the new District Program Manager/Deputy Director for the South Health District.

3. Approval of June 20, 2018 Minutes (Attachment)

- Daniel Cowan made a motion to approve the minutes from the June 20, 2018 meeting. The motion was seconded by Susan Smith. All were in favor and the motion passed.

4. Business

Financial Information – Teresa Giles (Attachments)

- Ms. Giles presented the Revenue and Expense Summary and noted that 68% of the fiscal year has been completed.
- Special reference to funds received from a Stericycle settlement brought against the company by an outside party. This resulted in the health department receiving \$2,978. The health department currently uses Go Green for disposal of biohazard materials. Along with the Stericycle settlement, the county received \$5,272 from Peach State HEDIS for services rendered to their clients and \$985.94 from FEMA for reimbursement from Hurricane Irma.
- The FY2018 Audit Report for the Ben Hill County Board of Health was presented with an unqualified opinion from the auditor. Ms. Giles also informed the Board that the auditors found no material weaknesses, no significant deficiencies and no noncompliance issues. Thelma Graham made a motion to accept the Ben Hill County Board of Health's FY2018 Audit Report as presented. The motion was seconded by Daniel Cowan. All were in favor and the motion passed.

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

- Dr. Grow announced Dr. Kathleen Toomey as the new commissioner of the Georgia Department of Public Health.
- Anyone desiring to attend the 90th Georgia Public Health Association Meeting & Conference should contact Patrina Bowles.
- Dr. Grow informed the Board that officers need to be elected for 2019 – 2020. Daniel Cowan made a motion that the current officers remain in their positions. Susan Smith seconded the motion. All were in favor and the motion passed.
- Dr. Grow introduced David Lynch, the District's Nursing Informatics Specialist. Mr. Lynch provided the Board with an update on the health department's progress with the Visual Health Network (VHN – formerly M&M) and future plans for the system.

(Mr. Turner arrived at 12:24 p.m.)

5. Nurse Manager's Report – Chris Naylor

- Chris Naylor presented the health department's activities since the last meeting, which included the final vaccination numbers for the school flu project. Some numbers decreased due to the delay in receiving the flu mist for this school year.
- The car seat program is going well. Eight seats were installed in February. Four nurses were trained and three have been recertified for two more years after the May 7, 2019 training. Ten seats were given in March.
- Childcare immunization audits have begun. Staff have completed the head start as well as the Pre-K along with two daycares. The kindergartens and seventh grade will be completed in the fall.
- Staff attended the Wild Chicken Festival and distributed toothbrushes and information about health department services.

6. Environmental Health Update – Alex Collins (See Attachments)

- Environmental health reports since the last meeting were provided, which included a summary for 2018. One body art facility was permitted for microblading with semi-permanent ink.
- Mosquito tracking has been conducted in Ben Hill. Nine hundred mosquitos have been trapped. This project started mid-March and will continue through December. Dr. Grow mentioned that testing for different viruses will be conducted. This is a two-year grant.
- Twenty vendors and two non-profit vendors were permitted for the Wild Chicken Festival.

7. The Jessamine Place – Shirley Brooks and Constance Manley (Attachments)

- Ms. Manley presented The Jessamine Place's FY2018 Audit Report noting an unremarkable audit. There was a \$112,045 increase in the net position and the fund balance was at \$1,196,020.62 at the end of the fiscal year.
- The FY2019 budget was amended. Sixty-six percent of the year is complete. Most items are in range and some will take place at the end of the year. No problems are foreseen.
- Ms. Manley indicated a net increase of \$39,714 for the year. Ms. Brooks noted the goal is to ensure The Jessamine Place has at least two and a half months of operating expenses in the fund balance. The shortages in workforce was addressed by increasing salaries.

Director's Report – Shirley Brooks

- Ms. Brooks provided a spreadsheet outlining legislative priorities.
- There have been changes to The Jessamine Place's advisory board. Thelma Graham and Geraldine Rogers were appointed. Ms. Brooks announced the passing of Nancy Whidden.
- There are currently 19 host homes with two clients.
- The Jessamine Place received its four-year accreditation and were asked to present at the national conference.
- Participation in community activities included the Mayor's Motorcade in December, which resulted in a \$500 donation from the Jessamine Place – the most ever contributed; the MLK Parade in January (First Place Award for the float). Free tickets were provided by Coke. A few staff members and supported individuals were sent to the Civil Rights Movement. The CIS Banquet was also attended.
- Staff appreciation will be held in April and The Long Road Home takes place in June.
- Ms. Brooks thanked the health department for collaborating with The Jessamine Place.
- Daniel Cowan made a motion to approve The Jessamine Place's Amended Budget. The motion was seconded by Mr. Turner. All were in favor and the motion passed.
- Daniel Cowan made a motion to accept The Jessamine Place's Financial Report. Mr. Turner seconded the motion. All were in favor and the motion passed.
- Daniel Cowan made a motion to accept The Jessamine Place's FY2018 Audit. Thelma Graham seconded the motion. All were in favor and the motion passed.

8. Announcements

- There were no announcements.

9. Adjournment

- There being no further business, the meeting was adjourned at 12:50 p.m.

Respectfully Submitted,

Thelma Graham, Board Secretary
Patrina Bowles, Typist