A meeting of the Ben Hill County Board of Health was held September 15, 2021, at 12:00 p.m. via conference call.

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| **Members Present** | **Members Absent** | **Others Present** |
| Jim Turner, Chairman | Mayor Jim Puckett, Vice-Chairman | William R. Grow, MD, FACP |
| Thelma Graham, Secretary | Daniel Cowan | Dwain Butler |
| Heath Parrish | Dr. Shawn Haralson | Patrina Bowles |
| Daniel Cowan |  | Chris Naylor |
| Susan Smith |  | Julie Parker |
|  |  | Alex Collins |
|  |  | Shirley Brooks |
|  |  | Constance Manley |

1. **Call to Order**

* Mr. Turner called the meeting to order at 12:00 p.m. and said a prayer.

1. **Public Comments**

* There were no public comments.

1. **Approval of June 17, 2022 Minutes (Attachment)**

* Ms. Graham made a motion to approve the minutes from the June 17, 2020 meeting Ms. Smith seconded the motion. All were in favor and the motion passed.

1. **Business**

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

* Mr. Butler presented Ben Hill County Health Department’s Budget for Fiscal Year 2022.
* Ben Hill’s budget for the fiscal year has a $612,160. Mrs. Smith asked if the district received funds from the CARES Act and requested a report on what funds were received and how much was distributed to the health department.
* Mrs. Graham made a motion to approve the Ben Hill County Health Department’s Fiscal Year 2022 Budget as presented. Mrs. Smith seconded the motion. All were in favor and the motion passed.

**Public Health Updates – Dr. Grow**

* Dr. Grow provided a COVID-19 update, noting approximately 1.5 million cases and 20,500 deaths have occurred in Georgia. Active COVID cases have seemed to level off.
* Forty-five percent of Georgians are vaccinated while the district is currently at 45% and Ben Hill’s population is 31% vaccinated.
* Dr. Grow also indicated the most recent peak is in the Delta variant. The state will be meeting to discuss a possible third dose for those previously vaccinated.

1. **Nurse Manager’s Report – Chris Naylor**

* Ms. Naylor provided the health department’s COVID testing schedule (8:30 a.m. – 11:00 a.m. daily) and maximum number of patients accepted each day (44).
* COVID vaccinations are offered Monday, Wednesday, and Friday of each week. Ms. Naylor noted a decrease in the number of requests for the service. Both at the health department and off-site. Plans to visit four sites are in process.
* Drive-thru flu vaccinations will be offered from 8:30 a.m. – 3:30 p.m. every Friday beginning September 24, 2021. No appointment will be needed for this service and insurance will be billed for those who are covered. A $21.93 administration fee will be charged to those who are uninsured.
* The health department continues to provide other clinic services along with COVID testing and vaccinations.
* Staff will begin visiting schools to flu vaccines to teachers and other staff. When students return from fall break, dates will be scheduled for those vaccinations as well.

1. **Environmental Health Update – Alex Collins (See Attachments)**

* Mr. Collins reviewed Ben Hill’s 2019 environmental health activities for June 1, 2021 – August 31, 2021.
* There were no COVID related issues, and the environmental health department is ahead of schedule.
* Collection of fees from facilities is going well.

1. **The Jessamine Place**

**Financial Report Constance Manley (Attachments)**

* Ms. Manley presented The Jessamine Place’s FY2022 Budget.
* There are some anticipated state cuts in Grant-in-Aid (GIA); however, .there were none at The Jessamine Place. Ms. Manley also noted an increase in Medicaid funds.
* The total proposed revenue is $3,250,748.
* Ms. Brooks also noted budget changes related to personnel. A five percent pay increase was included for full time staff which totaled $30,500; the hourly rate for newly hired part-time staff was increased to $10.00 and long-time part-time staff received a $1.60/hour increase. The overall increase was approximately $120,765.
* A request was made by Mr. Cowan to receive a break-down of salaries for both full-time and part-time employees for FY2020 and FY2021.
* After more discussion, Ms. Graham made a motion to approve The Jessamine Place’s FY2022 Budget as presented. The motion was seconded by Mrs. Smith. All were in favor and the motion passed.

**Director’s Report – Shirley Brooks (See Attachments)**

* Mrs. Brooks began by updating the Board on the impact on operations due to the decrease in services the last 18 months. Production rates decreased 74% for the last 77 weeks of the pandemic.
* A PRN nurse and an account have been hired to fill those upcoming vacant positions.
* There have been some challenges to provide services due to a 20% spike in COVID infections in August.
* The Jessamine Place partnered with Diversified Enterprises in January and February to provide on-site vaccinations. There were 44 vaccinated during this time, which resulted in a 71% vaccination rate.
* During The Jessamine Place’s advisory board meeting held September 9, 2021, a new board member was installed. All other board members were reinstated, which included Steve O’Neil as chairman and Dr. Shawn Haralson as vice-chairman.
* Approval for the last two host homes was received. There is now one host home in Coffee County. This places The Jessamine Place with 20 host homes, 23 people supported and three homes with two housemates residing together. The Jessamine Place is in compliance with CDC guidelines.
* The Friends of the Jessamine Place award was given to the Raynor Company.
* A drive-thru event was held to celebrate The Jessamine Place’s 49th anniversary. Prepared lunches were provided and distributed to 200 participants. Direct Support professionals who support others to have full and meaningful lives will be celebrated this week.
* Mr. Parrish inquired about the number of clients currently receiving care and Mrs. Brooks indicated the number is currently at 89, which is a decrease from the previous year. Mr. Parrish also asked if The Jessamine Place received PPE funding. Mrs. Brooks responded in the affirmative and noted the amount received was $57,500 last August.

1. **Announcements**

* Ms. Bowles announced a draft of the 2022 board of health meeting schedule would be sent out and a request for board members to update their contact information would also be sent out soon.
* Mr. Turner sent out well wishes for those running in the upcoming elections.
* The next meeting is scheduled for December 15, 2021.

1. **Adjournment**

* There being no further business, the meeting was adjourned at 12:55 p.m.

Respectfully Submitted,

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Thelma Graham, Board Secretary

Julie Parker, Typist