**BROOKS COUNTY BOARD OF HEALTH**

**MINUTES**

**MARCH 29, 2022**

The Brooks County Board of Health met by conference call on Wednesday, Tuesday, March 29, 2022 at 12:00 P.M.

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| **Members Present** | **Members Absent** | **Others Present** |
| James Maxwell | June Furney | William R. Grow, MD, FACP |
| Shelly Kirkendoll, Secretary | Dr. Vickie Reed | Dwain Butler |
| Dr. Rose Marie Horne |  | Patrina Bowles |
| Toni Brinson |  | Teresa Giles |
|  |  | Dana Watson |
|  |  | Amy Taylor |
|  |  | Shannon Walker |

**Call to Order**

* At 12:00 p.m., the board unanimously agreed to set aside the bylaws of the Brooks County Board of Health to call the meeting to order in the absence of the Chairman and Vice-Chairman.

**Public Comments**

* June Furney (Physician, Dentist or Nurse) and Toni Brinson (Consumer Advocate) were welcomed to the Brooks County Board of Health.

**Election of Officers**

* Dr. Horne made a motion that Mr. James Maxwell serve as Chairman of the Brooks County Health Department for 2022-2024.
* Ms. Brinson made a motion that Dr. Rose Marie Horne serve as Vice-Chairman of the Brooks County Health Department for 2022-2024.
* Dr. Horne made the motion for Ms. Shelly Kirkendoll to remain as Secretary of the Brooks County Health Department for 2022-2024.
* All were in favor and the motions passed. Mr. James Maxwell presided over the remainder of the meeting as Chairman of the Brooks County Health Department for 2022-2024.

**Approval of June 23, 2021 Minutes (Attached)**

* Dr. Horne made a motion to approve the minutes from the June 23, 2021 meeting. The motion was seconded by Ms. Kirkendoll. All were in favor and the motion passed.

**New Business:**

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

* Ms. Giles presented the Brooks County Health Department’s Revenue and Expense Summary for July 2021 – February 2022.
* The health department is 66% into the fiscal year with approximately 61% of the budget spent. Ms. Giles also outlined items in the summary for the new board members

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

* Dr. Grow provided a overview of the district’s COVID-19 update and outlined the health department activities as it relates to COVID testing and vaccination.
* Currently, the BA2 variant is being seen in Europe as well as in the northern states; however, Dr. Grow indicated he was not sure if there would be another spike in the number of cases.
* There has been a decrease in the number of PCR tests requested and hospitalizations are decreasing.
* The state has reported 63% of the state has received at least one COVID vaccination, and 56% are fully vaccinated. Fifty-one percent of Brooks residents have received at least one dose and 47% are fully vaccinated.
* The FDA has approved and recommends a second booster for anyone 50 years and older at least four months after the last dose; however, the state has not received CDC or ACIP approval and is awaiting further guidance.
* The Board was informed about the Georgia Public Health Association’s 92nd Annual Meeting and Conference scheduled for May 4-6, 2022 on Jekyll Island. Those board members who wish to attend should contact Patrina Bowles. Registration will be paid in advance. Lodging, meals and mileage will be reimbursed.
* Dr. Grow informed the board of the need to have a meeting during the third quarter of the calendar year to comply with the law, which requires the board meet not less than once per quarter. The additional meeting date recommended to the Board was August 23, 2022 and the Board would be required to vote to amend the bylaws of the Brooks County Board of Health to add this additional meeting date. Dr. Horne made a motion to amend the bylaws of the Brooks County Board of Health to include an additional meeting in August to comply with the law, which requires the board meet not less than once per quarter. The motion was seconded by Shelly Kirkendoll. All were in favor and the motion passed.
* Dr. Grow also noted and recommended the Board consider amending the bylaws of the Brooks County Board of Health to allow the Board Secretary to call the meeting to order in the absence of the Chairman and Vice-Chairman and if there is a quorum available to hold the meetings. Dr. Horne made a motion to amend the bylaws of the Brooks County Board of Health to allow the Board Secretary to call the meeting to order in the absence of the Chairman or Vice-Chairman if there is a quorum available to hold the meeting. Ms. Brinson seconded the motion. All were in favor and the motion passed.

**Nurse Manager’s Report – Dana Watson, RN (Attached)**

* Ms. Watson announced all health department services are being offered. COVID testing and vaccinations are now available by appointment.
* All daycare immunization audits have been completed.
* Tuberculosis screening was provided for 18 Health Care Center Path students as part of the requirements for their clinicals.
* One new registered nurse will begin working at the Brooks County Health Department April 1, 2022.

**Environmental Health Update - Shannon Walker (Attached)**

* Mr. Walker updated the Board on environmental health activities since the last meeting and noted all inspections are current.
* On April 11, 2022, Mr. Walker was recertified for food permit inspections. This recertification process must be completed every five years.

**Announcements**

* Mr. Maxwell announced the completion of the Ag building next to the health department and expressed his hope to hold some of the board of health meetings there.
* Mr. Maxwell also announced plans for a new 32-acre county administration complex, he hopes will include a new health department.

**Adjournment**

* There being no further business, Dr. Horne made a motion to adjourn. The motion was seconded by Ms. Kirkendoll. All were in favor and the meeting was adjourned at 12:41 p.m.

Respectfully Submitted,

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Shelly Kirkendoll, Board Secretary

Amy Taylor, Typist