**BROOKS COUNTY BOARD OF HEALTH**

**MINUTES | BUDGET MEETING**

**JUNE 22, 2022**

The Brooks County Board of Health met at the USDA/AG Building in Brooks County on Wednesday, June 22, 2022 at 12:00 P.M.

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

**Call to Order**

* Mr. Maxwell called the meeting to order at 12:05 p.m. and offered prayer.

**Public Comments**

* There were no public comments.

**Approval of March 29, 2022 Minutes (Attached)**

* Dr. Horne made a motion to approve the minutes from the March 29, 2022 meeting. The motion was seconded by Ms. Brinson. 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 through March 31, 2022. Brooks is three-fourths through this fiscal year’s budget. All revenue and expenses are on track.
* The Brooks County Health Department’s FY2023 Budget, totaling $559,647, was presented to the Board. This budget includes the $5,000 annual salary increases for staff. Additional funds will be sent down from the state to cover the cost of this increase.
* The phone system will be updated at the health department, which will include new lines.
* Ms. Giles informed the Board there were no issues with the presented budget. Mr. Maxwell was also thanked for assisting with additional funding from the county and the city was thanked for the additional $5,000 support.
* Dr. Grow complimented Brooks staff for having the best fees in the last six years and noted vital records is also a significant source of income.
* Mr. Maxwell proposed inviting the city manager for Quitman to attend future board meetings and the Board would request an increase in the current allocation. Ms. Brinson made the motion to invite the city manager and to request an increase in funding. The motion was seconded by Ms. Brinson. All were in favor and the motion passed.
* Ms. Furney made a motion to approve the Brooks County Health Department’s FY2023 Budget as presented. The motion was seconded by Ms. Brinson. All were in favor and the motion passed.

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

* Dr. Grow provided the most current COVID-19 update, noting a slight increase in the number of cases with the BA2 variant of the Omicron strain. There is now a BA3, BA4 and BA5 strain circulating.
* There are currently two counties in Georgia with high and 32 with medium transmission rates. Despite the increase in new and breakthrough cases, most of all deaths have been in the unvaccinated or under vaccinated.
* Approximately 3,439 Brooks residents have been diagnosed with COVID. These numbers are skewed due to the residents being able to test at home.
* Fifty-seven percent of Georgia residents are fully vaccinated, and Brooks residents are at 49%.
* The Board was invited to attend the South Health District’s Legislative Breakfast tentatively scheduled for Friday, October 21, 2022 at the District Office in Valdosta. More information will be provided.

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

* Ms. Watson announced all services are available at the health department, including scheduled COVID testing and vaccinations.
* COVID testing numbers have increased and home test kits are provided at no cost. Many clients requesting health department testing are doing so because of travel or work requirements.
* Ms. Watson informed the Board Brooks is on track to accomplish a goal to reach $100,000 in fees by the end of the fiscal year. This goal was set two years ago but was delayed due to COVID.
* Staff have begun to prepare for school flu vaccinations.
* The county is working with the health department to repair the air conditioning.
* Ms. Watson informed the Board this would be her last meeting as she would be leaving to begin clinical rotations.
* Ms. Giles added Brooks’ fees were currently at $97,768 as of the end of May.
* Mr. Maxwell mentioned bringing the health department on board when planning begins for the new county administration complex.

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

* Mr. Walker’s environmental health update included inspection and food service scores since the March meeting.
* In order to finish his recertification, Mr. Walker must complete his paperwork.
* All fees have been collected and all remaining inspections are scheduled to be completed by the end of the following week
* New restaurants have opened, including Carter’s Chicken. Wiregrass is also reopening at the Pikes Landing location.
* Mr. Walker fielded questions regarding animal bites and barriers associated with those types of incidents. It was noted there is no animal control in Brooks County, which makes it difficult to quarantine animals, often resulting in the animal being put down. Rabies vaccine is not available at the health department; however, vaccinations are offered by the hospital.

**Announcements**

* The Board was reminded of future meeting dates and the state holiday schedule provided at the bottom of the agenda.

**Adjournment**

* There being no further business, Dr. Horne made a motion to adjourn. The motion was seconded by Ms. Furney. All were in favor and the meeting was adjourned at 12:44 p.m.

Respectfully Submitted,

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Shelly Kirkendoll, Board Secretary

Amy Taylor, Typist