



# Turner County Board of Health Meeting

## AGENDA

February 7, 2024 | 12:00 P.M. | Turner County Health Department

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1. Call to Order
2. Introductions
3. Roles and Responsibilities of BOH Members Video/Lunch
4. Public Comments
5. Approval of November 29, 2023 Minutes
  - ❑ Motion \_\_\_\_\_
  - ❑ Second \_\_\_\_\_
6. Business
  - Financial Updates – Teresa Giles
    - Revenue & Expense Summary
  - Public Health Updates
    - Health Director’s Updates – Mark Eanes, MD, MBA
    - Women’s Health Updates – Missy Sims, RN
    - Environmental Health Fee Schedule Update – Chris Calhoun, MPH
      - Motion \_\_\_\_\_
      - Second \_\_\_\_\_
  - Election of Officers
    - Chairman, Vice Chairman, Secretary (page 13)
7. Health Department Updates – Mary Anne Sturdevan, RN
8. Environmental Health Update – Brooke Pearson
9. Announcements
  - ❑ 2024 Board of Health Schedule
  - ❑ Next Meeting – Tuesday, May 29 @ 12:00 (Budget Meeting)
    - ❖ Note: Change from original schedule due to GPHA Conference.
10. Adjournment





# Turner County Board of Health Meeting

## MINUTES

November 29, 2023 | 12:00 PM | Turner County Health Department

### Members Present

Brad Calhoun, Secretary  
Dr. Kimberly Massey  
Mayor Sandra Lumpkin  
Tracy Edwards

### Members Absent

Odis Reese, Chairman  
Craig Matthews

### Others Present

Mark J. Eanes, MD, MBA  
Dwain Butler  
Teresa Giles  
Courtney Sheeley  
Reomona Thomas, RN  
Tamika Pridgon  
Mary Anne Sturdevan, RN  
Gayle McKissack

### Call to Order

Mr. Calhoun called the meeting to order at 12:05 PM.

### Public Comments

There were no public comments.

### Oath of Office

Tracy Edwards was sworn onto the Turner County Board of Health serving as the Consumer or Licensed Nurse appointed by the City of Ashburn. Ms. Edwards' term will expire on December 31, 2029.

### Approval of Previous Minutes

Mayor Lumpkin made a motion to approve the September 6, 2023 minutes. The motion was seconded by Dr. Massey. All were in favor and the motion passed.

### Business – Financial Updates (Teresa Giles, District Administrator)

Ms. Giles presented the Revenue & Expense Summary for July 1, 2023 – October 31, 2023.

### Public Health Updates (Mark Eanes, MD, MBA, District Health Director)

- Dr. Eanes welcomed Ms. Edwards to the Board.
- Information was provided on a new program “Healthy on Purpose”. This program is designed to help everyone make better health choices.
- Board of Health By-Laws for each county are being updated. The goal is to have all Boards on the same quarterly schedule beginning in 2024.
- There have been some instances of visitors to our health department representing First Amendment Rights. These individuals are allowed to record videos and audios in the lobbies but are not allowed to film patients. Nor are they allowed to enter the patient clinical areas of the health department.
- There is a kiosk outside the health department which contains COVID and Flu self-tests available to anyone. These are PCR tests that must be sent to a lab for results. The completed tests are picked up by an outside lab each day and the results are emailed to the individual. A kiosk is also available at the Tift County Health Department.
- Each board meeting will feature a speaker highlighting a public health program. Ms. Reomona Thomas was introduced as today's speaker.

**Children 1<sup>st</sup> Updates (Reomona Thomas, RN, C1<sup>st</sup> Coordinator)**

Ms. Thomas presented packets and information on the Children 1<sup>st</sup> Program. The program identifies children who are ages birth to 5 years old and at risk for poor growth and learning. It serves as a single point of entry for service to child health and public health programs. Children 1<sup>st</sup> receives referrals from various sources. The program currently has three registered nurses and a developmental specialist. The screening and referral process was explained. This program sees approximately 400 families within the South Health District.

**By-Law Revisions (Courtney Sheeley, MPH, Director of Business Operations)**

- Each member received a printout of the By-Laws and the needed revisions. Explanations were provided in detail on each revision.
- A motion was made by Dr. Massey to accept the revisions. The motion was seconded by Mayor Lumpkin. All were in favor and the motion passed.

**Nurse Manager Updates (Mary Anne Sturdevan, RN, County Nurse Manager)**

- The health department completed school-based flu clinics on October 26.
- Ms. Sturdevan participated in two Breast Cancer Awareness events in October. Dr. Eanes donated several gifts to use as door prizes for these events.
- Ms. Gayle McKissack completed immunization audits on November 9 for the local daycares, HeadStart, Pre-K, Kindergarten, 7<sup>th</sup> and 11<sup>th</sup> grade students.
- The clinic is scheduling Flu and COVID vaccines daily. Vaccines have also been administered to several homebound patients to administer these vaccines.
- RSV vaccine is currently not available but has been approved through Medicaid to administer to pregnant women between 32 – 36 weeks.
- Ms. Sturdevan has been helping the new nurse manager at the Brooks County Health Department with TB and STI patients.
- The clinic is now a THC card dispensing location. The patient must be approved and referred by their physician. The application goes to the State THC program and once the patient has been approved, their card is made and mailed to the health department. Upon receipt of the card, the patient is notified that the card is available for pickup with a \$25 service fee. There were 13 cards issued at the time of today's meeting.
- The clinic has served 835 patients between July 1, 2023, and November 28, 2023. A handout was in the members' packet explaining the breakdown of services.
- Dr. Massey asked about the progress of the clinic being able to draw labs for local physicians. Ms. Sturdevan explained that this service will soon be available.

**Environmental Health Updates (Tamika Pridgon, MPA, Tift County EH Manager)**

The environmental health report for the Turner County Health Department was reviewed. There were no areas of concern identified.

**Announcements**

- Dr. Eanes announced that the Board should vote on officer positions at the next meeting. Currently, the vice-Chairman position is vacant.

- Ms. Sheeley reminded the members that beginning with 2024, the board meetings will be held on the first Wednesday at 12 noon in the months of February, May, August, and November.

**Adjournment**

Mr. Calhoun adjourned the meeting at 12:50 PM.

Respectfully Submitted,

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Brad Calhoun, Board Secretary  
Gayle McKissack, Typist



**Turner County Board of Health  
Revenue and Expense Summary  
July 1, 2023 - December 31, 2023**

		YTD	Revised Budget	% of Budget Received/ Expended
<b>Revenue</b>				
456001	County Participating	6,258.48	12,517.00	50.00%
456004	County Non-Participating	11,241.54	22,483.00	50.00%
456024	Restricted Fund Balance - Pr Yr Fees	123,727.52	123,728.00	100.00%
456050	Restricted Fund Balance - Pr Yr Adm Claiming	73,613.24	73,613.00	100.00%
456040	Intra Agency Transfer - From Lowndes	15,928.00	15,928.00	100.00%
456040	Intra Agency Transfer - From Program 750	22,400.00	22,400.00	100.00%
456051	Qualifying Local Funds - Interest Income	1,648.90	3,050.00	54.06%
456053	Qualifying Donations	0.00	10,000.00	0.00%
458001	Grant-In-Aid	113,717.25	250,178.00	45.45%
456008	Out-Patient Medicare Fees	29,583.38	0.00	N/A
456010	Out-Patient Client Fees	4,747.84	0.00	N/A
456016	Private Insurance	16,511.68	0.00	N/A
456022	Health Check	2,794.27	0.00	N/A
456031	Environmental Fees	13,270.00	0.00	N/A
456034	Medicaid - DSPS	3,109.69	0.00	N/A
456035	Medicaid - PCM	508.20	0.00	N/A
456049	Current Yr Adm Claiming	27,157.69	0.00	N/A
<b>Total Revenue</b>		<b>466,217.68</b>	<b>533,897.00</b>	<b>66.63%</b>
<b>Expenses</b>				
511001	Salaries	94,349.44	187,340.00	50.36%
513001	Hourly Labor	15,241.31	32,978.00	46.22%
514001	FICA	7,044.68	14,002.00	50.31%
515001	Retirement	26,324.74	54,720.00	48.11%
516001	Health Insurance	26,788.32	54,248.00	49.38%
614001	Supplies & Materials	2,021.98	26,600.00	7.60%
614018	Pharmaceuticals	43,798.62	70,570.00	62.06%
615001	Repairs & Maintenance	5,210.50	9,184.00	56.73%
617001	Utilities	6,382.90	11,005.00	58.00%
618001	Printing	674.12	727.00	92.73%
619001	Other Rent	0.00	245.00	0.00%
620001	Insurance and Bonding	673.04	673.00	100.01%
622001	Direct Benefits to Clients	217.84	450.00	48.41%
627001	Other Operating	1,689.74	6,155.00	27.45%
633001	Computer Software - Microsoft License Fee	0.00	2,600.00	0.00%
640001	Travel	1,863.83	3,822.00	48.77%
645001	Rental of Equipment	1,141.83	2,224.00	51.34%
651001	Per Diem & Fees	175.61	375.00	46.83%
653001	Contract - Maintenance Fee Clinical Software	2,126.68	2,127.00	99.98%
673001	Telecommunications	3,119.64	6,270.00	49.76%
681001	Postage	965.65	1,645.00	58.70%
761001	Indirect Cost	10,473.40	45,937.00	22.80%
<b>Total Expenses</b>		<b>250,283.87</b>	<b>533,897.00</b>	<b>46.88%</b>





<b><u>South Health District Environmental Health Fees</u></b> Current Turner County Fee Structure		<b>Proposed EH Fee Structure</b>
<b><u>Food Service</u></b>	<b><u>Fees</u></b>	<b><u>Proposed Fees</u></b>
<b><u>Yearly Inspection Fees Based on # of Seats (Indoor and/or Outdoor)</u></b>		
<i>This fee includes all routine compliance inspections for one year.</i>		
0 Seats	\$200	\$300
1-49 Seats	\$300	\$400
50+ Seats	\$400	\$500
Mobile Unit	\$150/unit	\$150/unit
Mobile Unit Base of Operation	\$150	\$150
<b><u>Informal Inspections/Staff Trainings</u></b>	No Charge	No Charge
<b><u>Plan Review (New Construction/Extensive Remodel)</u></b>	Yearly fee	Yearly Fee
<i>This fee includes the review of all plans for the construction or extensive remodel of a new food service establishment (application, menu, processes, engineered plans, equipment specs, etc.) and includes the initial/opening inspection.</i>		
<b><u>Plan Review (Existing Facility/Change of Ownership)</u></b>	1/2 of yearly fee	1/2 Yearly Fee
<i>This fee includes the review of the application, menu, processes, equipment, etc. of a previously permitted facility.</i>		
<b><u>Reinspections (Required or Requested)</u></b>	1/2 of yearly fee	1/2 Yearly Fee
<i>This fee includes reinspections due to an Unsatisfactory score or a Requested reinspection.</i>		
<b><u>Temporary For-Profit Permit</u></b>	\$100/permit	\$150/permit
<i>This fee includes all compliance inspections and issuance of a temporary permit.</i>		
<b><u>Temporary Nonprofit</u></b>	No Charge	No Charge

<u>Land Use</u>	<u>Fees</u>	<u>Proposed Fees</u>
<u>Subdivision Lot/Mobile Home Park Plan Review</u> <i>This fee includes site evaluation, review of design layout of development and engineering plans of proposed lots.</i>	\$90/lot	\$120/lot
<u>Site Evaluation (New)</u> <i>This fee includes the evaluation of a parcel to determine the suitability of the soil for on-site septic systems based on the proposed use. Fee applies for an evaluation or a re-evaluation only.</i>	\$90/evaluation	\$120/evaluation
<u>Septic Permit (New)</u> <i>This fee includes the septic permit for a new residential or commercial facility and also includes the inspection associated with the installation of the septic system.</i>	\$90/permit	\$120/permit
<u>Site Evaluation (Repair)</u> <i>This fee includes the evaluation of a parcel with an existing septic system that is in failure to determine the optimal placement for the REPAIR system.</i>	\$45/evaluation	\$90/evaluation
<u>Septic Permit (Repair)</u> <i>This fee includes the septic REPAIR permit for an existing residential or commercial facility and also includes the inspection associated with the installation of the septic system.</i>	\$45/permit	\$90/permit
<u>Septic Install Re-inspection</u> <i>This fee is applicable to those jobs which require additional trips and system inspections to correct the faults in construction.</i>	\$90/re-inspection	\$120/re-inspection
<u>Existing Septic System Evaluation</u> <i>This fee includes the evaluation of existing septic tank systems.</i>	\$60/evaluation	\$80/evaluation
<u>Well Site and Location Permit</u> <i>This fee includes the site evaluation and well location permit only.</i>	\$60/permit	\$80/permit
<u>Water Sample</u> <i>This fee includes the sampling and testing of drinking water for total coliform and E. coli.</i>	\$50/sample	\$80/sample
<u>Septic Pumper Inspection</u> <i>This fee applies to septic tank pumper's annual permit and inspection of the pumping equipment.</i>	\$100/truck	\$150/truck
<u>Portable Toilet Pumper Inspection</u> <i>This fee applies to portable toilet pumper's annual permit and inspection of the pumping equipment.</i>	\$100/truck	\$150/truck
<u>Filled Site Certification</u> <i>This fee applies to the certification of fill material on sites that require the use of fill for a drain field design.</i>		\$200

<b><u>Tourist Accomodation</u></b>	<b><u>Fees</u></b>	<b><u>Proposed Fees</u></b>
<b><u>Yearly Inspections Based on # of Rooms</u></b>		
<i>This fee includes all routine compliance inspections for one year.</i>		
0-24 rooms	\$150	\$200
25-74 rooms	\$200	\$300
75+ rooms	\$250	\$400
<b><u>Plan Review (New Facility)</u></b>	Yearly fee	Yearly Fee
<i>This fee includes the review of all plans for the construction or extensive remodel of a new tourist accommodation (application, engineered plans, equipment specs, etc.) and includes the initial/opening inspection.</i>		
<b><u>Plan Review (Existing Facility/Change of Ownership)</u></b>	1/2 yearly fee	1/2 Yearly Fee
<i>This fee includes the review of the application, equipment, etc. of a previously permitted facility.</i>		
<b><u>Re-inspection</u></b>	1/2 yearly fee	1/2 Yearly Fee
<i>This fee includes reinspections due to an Unsatisfactory score or a Requested reinspection.</i>		

<b><u>Public Swimming Pools/Water Parks</u></b>	<b><u>Fees</u></b>	<b><u>Proposed Fees</u></b>
<b><u>Pool Inspection</u></b>	\$60/inspection	\$100/inspection
<i>This fee includes all routine compliance inspections.</i>		
<b><u>Pool Re-inspection</u></b>	\$60/inspection	\$100/inspection
<i>This fee includes reinspections due to an Unsatisfactory score or a Requested reinspection.</i>		
<b><u>Water Park Ride Inspection</u></b>	\$100/inspection	\$100/inspection
<i>This fee includes all routine compliance inspections.</i>		
<b><u>Water Park Ride Re-inspection</u></b>	\$100/inspection	\$100/inspection
<i>This fee includes reinspections due to an Unsatisfactory score or a Requested reinspection.</i>		
<b><u>Plan Review Per Pool/Water Park Ride</u></b>	\$200	\$400
<i>This fee includes the review of all plans for the construction or extensive remodel of a new pool or water park ride (application, engineered plans, equipment specs, etc.) and includes the initial/opening inspection.</i>		

<u>Body Art</u>	<u>Fees</u>	<u>Proposed Fees</u>		<b>Note: The state has taken over certifying body artists now so we no longer receive any artists fees</b>
<u>Plan Review (New Construction/Extensive Remodel)</u> <i>This fee includes the review of all plans for the construction or extensive remodel of a new body art establishment (application, engineered plans, equipment specs, etc.) and includes the initial/opening inspection.</i>	Yearly fee	Yearly Fee		
<u>Plan Review (Existing Facility)</u> <i>This fee includes the review of the application, equipment, etc. of a previously permitted facility.</i>	1/2 yearly fee	1/2 yearly fee		
<u>Permitting Fee for Body Art Establishment</u> <i>This fee includes all routine compliance inspections for one year. This fee will include the permit for one facility and the one artist/operator. Additional artist permits will be \$100 per year for each additional artist.</i>	Facility: <b>\$400</b> Additional Artist: <b>\$100</b>	\$300 \$400 \$500	for 1 booth for 2-5 booths for 6+ booths	

<u>Miscellaneous</u> <i>This fee includes other environmental services and will be charged in increments of 15 minutes.</i>	\$15 per 15 mins	\$25 per 15min (\$100/hr)
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<u>Exclusions</u> <i>Certain governmental facilities, governmental sponsored facilities, public schools, and other applicable facilities to be determined by the District Health Director. Additionally, the District Health Director reserves the authority to waive any environmental health fee he/she deems necessary.</i>
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**Turner County Health Department**  
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[www.southhealthdistrict.com/turner](http://www.southhealthdistrict.com/turner)

**2024 Election of Turner County Board of Health Officers  
Two-year Term**

**Chairman**

Current: Odis Reese

Nomination(s): \_\_\_\_\_

Motion: \_\_\_\_\_

Second: \_\_\_\_\_

**Vice-Chairman**

Current: Vacant

Nomination(s): \_\_\_\_\_

Motion: \_\_\_\_\_

Second: \_\_\_\_\_

**Secretary**

Current: Brad Calhoun

Nomination(s): \_\_\_\_\_

Motion: \_\_\_\_\_

Second: \_\_\_\_\_





# Environmental Health

Turner County: 32 Permitted Food Establishments, 2 Schools, 1 Septic tank Pumper, 6 Tourist Accommodations, 1 Public Swimming Pools.

November 22<sup>nd</sup>, 2023 to December 31<sup>st</sup>, 2023 Environmental Health Inspections:

## **Food Service:**

3 Routine Food Service Inspections

1 Informal Inspection

1 Complaint Investigation

## **Land Use:**

3 New System Permits Issued

1 New Installations Inspected

2 Repair Permits

4 Repair Installations Inspected

1 Existing System Evaluated

## **Other Programs:**

2 Complaint Investigations

3 Animal Bite Investigations

## **Announcements:**

1. The state adopted a new body art rule.
2. 3 new food services in progress

# Inspections Report

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## Food Facility Inspections (3 Total)

Permit #	Permit Issue Date	Facility Name	Address	County	Purpose	Score	Grade	Inspection Date	Inspector
142-0009	03/30/1978	<u>Carter's Fried Chicken</u>	1055 S MAIN ST ASHBURN, GA 31714	Turner	Routine	100	A	12/20/2023	Brooke Pearson
FSP-142-000073	10/12/2023	<u>Make it Factory</u>	123 E COLLEGE AVE ASHBURN, GA 31714	Turner	Routine	100	A	12/12/2023	Brooke Pearson
FSP-142-000072	10/12/2023	<u>Pizza Hut - Express</u>	754 WASHINGTON AVE ASHBURN, GA 31714	Turner	Routine	100	A	12/12/2023	Brooke Pearson



# Turner County Environmental Health

## 2023 Year-End Summary

### **Food Service:**

68 Routine Food Service Inspections

9 Initial Inspections (change of ownership or new facility)

8 Informal Inspections

4 Temporary Non-profit Food Service Permits

1 Food Service Training Conducted

### **Land Use:**

25 New System Permits

17 Repair Permits

11 New Installations Inspected

20 Repair Installations Inspected

10 Existing System Evaluations

### **Other Programs:**

2 Public Swimming Pool Inspections (1 Opening, 1 Routine)

13 Tourist Accommodation Inspections

9 Well Permits

16 water Samples

15 Dog Bite/Rabies Investigations

10 Complaint investigations



# South Health District, 8-1

## 2024 County Board of Health Meeting Schedule

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BEN HILL	3 <sup>RD</sup> Wednesday	12:00 PM
February	21	
May	15 (Budget Meeting)	
August	21	
November	20	

LOWNDES	4 <sup>TH</sup> Tuesday	12:00 PM
February	27	
May	28 (Budget Meeting)	
August	27	
November	18 (Moved due to Thanksgiving Week)	

BERRIEN	2 <sup>ND</sup> Tuesday	12:30 PM
February	13	
May	14 (Budget Meeting)	
August	13	
November	12	

TIFT*	1 <sup>ST</sup> Tuesday	12:30 PM
February	6	
May	7 (Budget Meeting)	
August	6	
November	5	

\*5<sup>th</sup> meeting TBD

BROOKS	4 <sup>TH</sup> Wednesday	12:00 PM
February	28	
May	22 (Budget Meeting)	
August	28	
November	14 (Moved due to Thanksgiving Week)	

TURNER	1 <sup>ST</sup> Wednesday	12:00 PM
February	7	
May*	29 (Budget Meeting)	
August	7	
November	6	

\*May meeting moved to last week due to GPHA Conference.

COOK	3 <sup>RD</sup> Tuesday	12:00 PM
February	20	
May	21 (Budget Meeting)	
August	20	
November	19	

2024 Holiday Schedule	
New Year's Day	January 1
Martin Luther King, Jr.'s Birthday	January 15
State Holiday	March 29
Memorial Day	May 27
Juneteenth	June 19
Independence Day	July 4
Labor Day	September 2
Columbus Day	October 14
Veterans Day	November 11
Thanksgiving Holidays	November 28-29
Christmas Holidays	December 24-25

ECHOLS	3 <sup>RD</sup> Thursday	12:00 PM
February	15	
May	16 (Budget Meeting)	
August	15	
November	21	

IRWIN	2 <sup>ND</sup> Wednesday	12:00 PM
February	14	
May	8 (Budget Meeting)	
August	14	
November	13	

Meeting packets copied to:

Mark J. Eanes, MD, MBA

Dwain Butler

Lisa Thomas, RN, BSN, MSN

Nurse Managers/Lead Admin Support Supervisors

Teresa Giles/Allie Pridgen

Chris Calhoun/Environmental Health Specialists

Courtney Sheeley/Kristin Patten

Diversified Enterprises (Tift)

The Jessamine Place (Ben Hill)

LANIER	4 <sup>TH</sup> Friday	12:00 PM
February	23	
May	24 (Budget Meeting)	
August	23	
November	22	

All meetings will be held in person at the local health department and are open to the public. Dates/times may change from above due to scheduling conflicts, audit requirements, or holidays. More information is available at [www.southhealthdistrict.com](http://www.southhealthdistrict.com).