



Berrien County Board of Health Meeting

AGENDA

February 13, 2024 | 12:30 P.M. | Berrien County Health Department

1. Call to Order
2. Introductions/Oath - Samantha Warren
3. Roles and Responsibilities of BOH Members Video/Lunch
4. Public Comments
5. Approval of October 11, 2023 Minutes
 - ❑ Motion _____
 - ❑ Second _____
6. Business
 - Financial Updates – Teresa Giles
 - Revenue & Expense Summary
 - Public Health Updates
 - Health Director’s Updates – Dwain Butler, Deputy Health Director
 - Environmental Health Fee Schedule Update – Chris Calhoun, MPH
 - Motion _____
 - Second _____
 - By-Law Updates – Courtney Sheeley, MPA
 - Motion _____
 - Second _____
 - Election of Officers
 - Chairman, Vice Chairman, Secretary (page 11)
7. Health Department Updates – Dawn Bowen, RN
8. Environmental Health Update – Lee Meeks
9. Announcements
 - ❑ 2024 Board of Health Schedule
 - ❑ Next Meeting – Tuesday, May 14 @ 12:30 (Budget Meeting)
10. Adjournment



Berrien County Board of Health Meeting

MINUTES

October 11, 2023 | 12:30 P.M. | Berrien County Health Department

Members Present

William Nash, MD, Chair
Jimmy Parker, Vice Chair
Deree Nix, Secretary
Joe Barkman

Members Absent

Robin Marcum
John Clayton

Others Present

Mark Eanes, MD, MBA
Dwain Butler
Teresa Giles
Courtney Sheeley
Missy Sims, RN
Dawn Bowen, RN
Lee Meeks
Debbie Tomlinson

Call to Order

Dr. Nash called the meeting to order at 12:40.

Public Comments

No public comments were made.

Approval of Previous Minutes

Jimmy Parker made a motion to approve the minutes as presented from the August 8, 2023 meeting. Joe Barkman seconded the motion. All were in favor and the motion passed.

Financial Updates (Teresa Giles, District Administrator)

The Revenue and Expense Summary Report was reviewed. The report covered July 1, 2023 through September 30, 2023.

- Being one-third of the way into the fiscal year, 24.97% of the budget has been expended.
- The following revisions were made to the budget since the last meeting:
 - 1) Adjustments were made to the cost of salaries and related fringe benefits.
 - 2) Increases were made to supplies, pharmaceuticals and utilities to meet FY24 projections.
 - 3) To offset those expenses, there was an increase from the inter-agency program by the amount of \$2789.00.
 - 4) The unassigned fund balance was increased by \$2794.00 to balance the budget.
- Berrien is currently in good financial shape.

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

- Dr. Kathleen Toomey, Public Health Commissioner, recently visited our District office. She was in Valdosta to attend a Boy Scout Association ceremony honoring Dr. William Grow with a Distinguished Citizen Award. Information was provided on a new program, "Healthy on Purpose". Healthy on Purpose is designed to help everyone make healthy choices and also used as an internal encourager in that everything we do has a purpose. Everything every employee does, with every interaction, has a purpose.
- Plans are being made to personalize the lobbies of our Health Departments. With permission, there will be large photos of patients who have given us permission to tell their stories. The pictures will have QR codes revealing their story either personally or in handwritten form. The purpose is to show services offered by our health departments.

- Updated information was provided on the adult RSV vaccine being recommended for people over age 60 with coexisting conditions. It has now been strongly suggested that it be recommended by the patient's primary care provider for those in this age group. A protocol is being developed to follow these recommendations. The vaccine will be offered to anyone over age 75 to help prevent hospitalizations in this group.
- Turner County Health Department has a kiosk for Covid and Influenza A and B testing. Berrien will also be getting a kiosk in the next few weeks. There should be a 6-to-30-hour response time for results which will be confirmed. If the turnaround time is accurate, then additional kiosks will be placed in the rural counties.
- There is a vacant board position. The position is for a Nurse or Consumer appointed by the City of Nashville.

Women's Health Updates (Missy Sims, RN, Women's Health Coordinator)

- Dr. Eanes introduced Missy Sims, RN with our Women's Health Program. Women's Health is the program highlighted at the meeting this month.
- Handouts were distributed and a brief overview was given about each of the various programs under Women's Health.
- October is Breast Cancer Awareness month. Women's Health staff will be in the various communities during the month handing out flyers about breast cancer and other Women's Health programs.
- A display was available showing the various birth control methods available thru the Family Planning Program.
- A success story was shared with the group about a 29-year-old Berrien patient diagnosed with cervical cancer who was seen in our Breast and Cervical Cancer Program (BCCP). She was put on Women's Health Medicaid and received cancer treatment. This is an example of these programs working to help people in the community.

Health Department Updates (Dawn Bowen, RN, County Nurse Manager)

- Flu clinics have been provided in all the schools vaccinating 141 teachers and students.
- Over 150 students were vaccinated during back-to-school events.
- Senior Citizens Center will receive flu vaccinations this week.
- Reminder letters have been sent to BCCP patients reminding them to call for their preventive appointments. Information and awareness activities are also being made available to the public.
- Covid home test kits are still provided to the community free of charge.
- Diabetes awareness will be promoted during the month of November.
- An open day clinic for free STD services will be held in December.

Environmental Health Updates (Lee Meeks, Environmental Health Specialist)

- The Environmental Health Activities Report and Food Service Inspections Report was reviewed from August 4 through October 22, 2023.
- There have been no issues with Food Service Facilities.
- There was discussion about Environmental Health issues and activities during Hurricane Idalia.

- Food service inspection fee billing for this fiscal year has been sent out and approximately 50% of the fees have been paid.

Announcements

There were no announcements.

Adjournment

There being no further business, a motion was made by Jimmy Parker to adjourn at 1:20 PM. The motion was seconded by Deree Nix. All were in favor and the motion passed.

Respectfully submitted,

Deree Nix, Secretary
Debbie Tomlinson, Typist

<u>South Health District Environmental Health Fees</u> Current Berrien County Fee Structure		Proposed EH Fee Structure
<u>Food Service</u>	<u>Fees</u>	<u>Proposed Fees</u>
<u>Yearly Inspection Fees Based on # of Seats (Indoor and/or Outdoor)</u>		
<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
<u>Informal Inspections/Staff Trainings</u>	No Charge	No Charge
<u>Plan Review (New Construction/Extensive Remodel)</u>	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>		
<u>Plan Review (Existing Facility/Change of Ownership)</u>	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>		
<u>Reinspections (Required or Requested)</u>	1/2 of yearly fee	1/2 Yearly Fee
<i>This fee includes reinspections due to an Unsatisfactory score or a Requested reinspection.</i>		
<u>Temporary For-Profit Permit</u>	\$100/permit	\$150/permit
<i>This fee includes all compliance inspections and issuance of a temporary permit.</i>		
<u>Temporary Nonprofit</u>	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

<u>Tourist Accomodation</u>	<u>Fees</u>	<u>Proposed Fees</u>
<u>Yearly Inspections Based on # of Rooms</u> <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
<u>Plan Review (New Facility)</u> <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>	Yearly fee	Yearly Fee
<u>Plan Review (Existing Facility/Change of Ownership)</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>Re-inspection</u> <i>This fee includes reinspections due to an Unsatisfactory score or a Requested reinspection.</i>	1/2 yearly fee	1/2 Yearly Fee

<u>Public Swimming Pools/Water Parks</u>	<u>Fees</u>	<u>Proposed Fees</u>
<u>Pool Inspection</u> <i>This fee includes all routine compliance inspections.</i>	\$60/inspection	\$100/inspection
<u>Pool Re-inspection</u> <i>This fee includes reinspections due to an Unsatisfactory score or a Requested reinspection.</i>	\$60/inspection	\$100/inspection
<u>Water Park Ride Inspection</u> <i>This fee includes all routine compliance inspections.</i>	\$100/inspection	\$100/inspection
<u>Water Park Ride Re-inspection</u> <i>This fee includes reinspections due to an Unsatisfactory score or a Requested reinspection.</i>	\$100/inspection	\$100/inspection
<u>Plan Review Per Pool/Water Park Ride</u> <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>	\$200	\$400

<u>Body Art</u>	<u>Fees</u>	<u>Proposed Fees</u>		
<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		Note: The state has taken over certifying body artists now so we no longer receive any artists fees
<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	for 1 booth	
<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: \$400 Additional Artist: \$100	\$300 \$400 \$500	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>



Berrien County Health Department
600A South Jefferson St. • PO Box 275 • Nashville, Georgia 31639
Phone: (229) 686-5411 • Fax (229) 686-9015
www.southhealthdistrict.com/berrien

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

Chairman

Current: Dr. William Nash

Nomination(s): _____

Motion: _____

Second: _____

Vice-Chairman

Current: Jimmy Parker

Nomination(s): _____

Motion: _____

Second: _____

Secretary

Current: Deree Nix

Nomination(s): _____

Motion: _____

Second: _____

Berrien County Health Department Updates

First Quarter (Oct-Dec 2023)

PROGRAMS	CLIENTS SERVED
Immunizations	227
Family Planning	60
Child Health	15
STI	24
BCCP	5
Skin Testing	30
Hypertension	3
PCM	1



Georgia Department of Public Health

Berrien County





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Environmental Health Activities 10/2/23 Through 12/31/23

Permitted Facilities:

- 44 Food Service Establishments
- 2 Tourist Accommodation
- 1 Body Art Establishment

Activities:

- 35 Food Service Inspections
- 20 Site Evaluations for Septic Systems
- 14 Septic System Permits Issued
- 8 Septic Installation Inspections
- 3 Existing Septic System Evaluations
- 7 Water Samples Collected and Evaluated
- 12 New Well Permits Issued

Inspections Report

Food Facility Inspections (35 Total)

Permit #	Permit Issue Date	Facility Name	Address	County Purpose	Score	Grade	Inspection Date	Inspector
FSP-010-000094	05/28/2009	<u>Barry's Deli</u>	102 E HALL STREET NASHVILLE, GA 31639	Berrien Routine	100	A	11/06/2023	John Meeks
FSP-010-000092	05/28/2009	<u>Berrien County Detention Center</u>	500 COUNTY FARM ROAD NASHVILLE, GA 31639	Berrien Routine	99	A	11/16/2023	Austin Haney
FSP-010-000097	09/25/2009	<u>Berrien County Elementary School</u>	802 MIDDLE SCHOOL CIR NASHVILLE, GA 31639	Berrien Routine	100	A	10/17/2023	Austin Haney
FSP-010-000098	05/28/2007	<u>Berrien County High School</u>	500 E SMITH STREET NASHVILLE, GA 31639	Berrien Routine	100	A	10/19/2023	Austin Haney
FSP-010-000099	09/25/2008	<u>Berrien County Middle School</u>	800 TIFTON HWY NASHVILLE, GA 31639	Berrien Routine	100	A	10/17/2023	Austin Haney
FSP-010-000100	09/04/2009	<u>Berrien County Primary School</u>	1427 N DAVIS ST NASHVILLE, GA 31639	Berrien Routine	100	A	10/05/2023	Austin Haney
FSP-010-000016	02/14/2001	<u>Berrien Head Start</u>	204 HAZEL AVE NASHVILLE, GA 31639	Berrien Routine	99	A	10/02/2023	John Meeks
FSP-010-000029	03/27/2013	<u>Berrien Nursing Center</u>	405 LAUREL ST NASHVILLE, GA 31639	Berrien Routine	96	A	10/26/2023	Austin Haney
FSP-010-000105	02/14/2001	<u>Berrien Senior Center</u>	204 HAZEL AVE NASHVILLE, GA 31639	Berrien Routine	99	A	10/02/2023	John Meeks
FSP-010-000109	04/09/2021	<u>Brooks Steakhouse</u>	1750 E MARION AVE NASHVILLE, GA 31639	Berrien Routine	91	A	11/14/2023	Austin Haney
FSP-010-000115	04/20/2022	<u>Carters</u>	708 S DAVIS ST NASHVILLE, GA 31639	Berrien Routine	91	A	11/09/2023	Austin Haney
FSP-010-000015	07/28/2011	<u>Dogwood Pharmacy</u>	501 N DAVIS ST NASHVILLE, GA 31639	Berrien Routine	100	A	11/14/2023	Austin Haney
FSP-010-000093	08/28/2009	<u>Domino's Pizza</u>	700 TIFTON HIGHWAY NASHVILLE, GA 31639	Berrien Routine	100	A	10/19/2023	Austin Haney
FSP-010-000050	12/14/2015	<u>Fellowship Home of Nashville</u>	1207 E MCPHERSON AVE NASHVILLE, GA 31639	Berrien Routine	96	A	10/26/2023	Austin Haney
FSP-010-000046	04/17/2015	<u>Georgia Smokehouse</u>	713 N DAVIS ST NASHVILLE, GA 31639	Berrien Routine	91	A	11/14/2023	Austin Haney
FSP-010-000130	07/12/2023	<u>Green Acres Wellness LLC</u>	15320 129 HWY ALAPAHA, GA 31622	Berrien Routine	100	A	11/06/2023	John Meeks
FSP-010-000103	07/17/2020	<u>High Rev Speedway</u>	311 HAZEL AVE NASHVILLE, GA 31639	Berrien Routine	100	A	12/27/2023	John Meeks
FSP-010-000066	10/30/2017	<u>J & V Restaurant</u>	720 ADEL RD NASHVILLE, GA 31639	Berrien Routine	100	A	11/14/2023	John Meeks
FSP-010-000077	03/08/2019	<u>Jacob's Well</u>	117 E WASHINGTON AVE NASHVILLE, GA 31639	Berrien Routine	100	A	11/30/2023	Austin Haney

FSP-010-000090	05/28/2009	<u>Kentucky Fried Chicken</u>	511 N DAVIS STREET NASHVILLE, GA 31639	Berrien Routine	96	A	10/17/2023	Austin Haney
FSP-010-000095	05/28/2009	<u>La Puerta Del Sol</u>	704 TIFTON RD NASHVILLE, GA 31639	Berrien Followup	88	B	10/26/2023	Austin Haney
FSP-010-000095	05/28/2009	<u>La Puerta Del Sol</u>	704 TIFTON RD NASHVILLE, GA 31639	Berrien Routine	72	C	10/19/2023	Austin Haney
FSP-010-000132	07/31/2023	<u>Nellie's Kitchen</u>	392 SE RAILROAD ST ALAPAHA, GA 31622	Berrien Routine	91	A	10/31/2023	John Meeks
FSP-010-000087	05/28/2009	<u>O'Neal's Country Buffet</u>	201 MCPHERSON AVENUE NASHVILLE, GA 31639	Berrien Followup	92	A	11/09/2023	Austin Haney
FSP-010-000087	05/28/2009	<u>O'Neal's Country Buffet</u>	201 MCPHERSON AVENUE NASHVILLE, GA 31639	Berrien Routine	78	C	11/02/2023	Austin Haney
FSP-010-000032	10/04/2013	<u>Rancho Alegre Mexican Restaurant LLC</u>	100 S JEFFERSON ST. NASHVILLE, GA 31639	Berrien Routine	100	A	11/06/2023	John Meeks
FSP-010-000088	06/15/2009	<u>Ray's Mill Pond Cafe</u>	875 RAY'S MILL POND ROAD RAY CITY, GA 31645	Berrien Routine	91	A	11/16/2023	Austin Haney
FSP-010-000125	02/09/2023	<u>Smokin Smitty's</u>	106 E MCPHERSON AVE NASHVILLE, GA 31639	Berrien Routine	94	A	11/08/2023	John Meeks
FSP-010-000070	06/21/2018	<u>Subway</u>	707 ADEL RD NASHVILLE, GA 31639	Berrien Routine	96	A	10/17/2023	Austin Haney
FSP-010-000128	05/04/2023	<u>Tea's Chill Zone SnoBiz</u>	8388 MAIN ST RAY CITY, GA 31645	Berrien Routine	100	A	12/07/2023	John Meeks
FSP-010-000129	05/04/2023	<u>Tea's Chill Zone SnoBiz</u>	8388 MAIN ST RAY CITY, GA 31645	Berrien Routine	100	A	12/07/2023	John Meeks
FSP-010-000133	10/10/2023	<u>The Quirky Perk</u>	323 S DAVIS ST NASHVILLE, GA 31639	Berrien Initial	100	A	10/10/2023	John Meeks
FSP-010-000063	05/07/2018	<u>Vee's Restaurant</u>	106 N DAVIS ST NASHVILLE, GA 31639	Berrien Routine	100	A	11/02/2023	Austin Haney
FSP-010-000122	08/15/2022	<u>Weezy's</u>	608 S DOGWOOD DR NASHVILLE, GA 31639	Berrien Routine	100	A	11/06/2023	John Meeks
FSP-010-000123	08/15/2022	<u>Weezy's Mobile Unit</u>	608 S DOGWOOD DR NASHVILLE, GA 31639	Berrien Routine	100	A	11/06/2023	John Meeks

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2023 Environmental Health Yearly Summary

Permitted Facilities:

- 44 Food Service Establishments
- 2 Tourist Accommodation
- 1 Body Art Establishment

Activities:

- 98 Food Service Inspections
- 83 Site Evaluations for Septic Systems
- 63 Septic System Permits Issued
- 49 Septic Installation Inspections
- 11 Existing Septic System Evaluations
- 38 Water Samples Collected and Evaluated
- 41 New Well Permits Issued
- 4 Tourist Accommodation Inspections

South Health District, 8-1

2024 County Board of Health Meeting Schedule

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

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

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

TIFT* 1 ST Tuesday 12:30 PM		
February**	8	
May	7 (Budget Meeting)	
August	6	
November	5	

**5th meeting TBD / **Moved to Feb. 8 due to unforeseen circumstances*

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

TURNER 1 ST 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 RD 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 RD Thursday 12:00 PM		
February	15	
May	16 (Budget Meeting)	
August	15	
November	21	

IRWIN 2 ND 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 TH Friday 12:00 PM		
February	23	
May	24 (Budget Meeting)	
August	23	
November	22	

Updated 2/2/2024 CDS

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.