



Echols County Board of Health Meeting

AGENDA

May 16, 2024 | 12:00 P.M. | Echols County Health Department

1. Call to Order
2. Introductions
3. Roles and Responsibilities
4. Public Comments
5. Approval of February 15, 2024, Minutes
 - Motion _____
 - Second _____
6. Business
 - Financial Updates – Allie Pridgen (Director of Finance)
 - FY25 Budget Approval**
 - Motion_____
 - Second_____
 - Public Health Updates
 - Health Director’s Updates – Dwain Butler (Deputy Health Director)
 - Adolescent Health & Youth Development Updates-Percy Chastang, MPH
 - Opioid Discussion—Ambreshia Allen, MPH
 - Lot Size Update—Blake Lowery, MPH
7. Health Department Updates – Leigh Ann Combass, RN
8. Environmental Health Update – Matthew Turner, MPH
 - Body Art Rule Adoption**
 - Motion _____
 - Second _____
9. Announcements
 - Next Meeting – Thursday August 15, 2024 @ 12:00
10. Adjournment



Echols County Board of Health Meeting

MINUTES

February 15, 2024 | 12:00 P.M. | Echols County Health Department

Members Present

Evelyn Howell, Chairman
Dianne Richardson, Vice-Chairman
Dr. Vincent Hamm
Courtlain Nowell

Members Absent

Bobby Walker, Secretary

Others Present

Dr. Mark Eanes
Dwain Butler
Teresa Giles
Courtney Sheeley
Leigh Ann Combass, RN
Tiffinee Dasher
Matthew Turner
Tiffany Cannon
Blake Lowery

Call to Order

Mrs. Howell called the meeting to order at 12:10 PM.

Introductions/Oath

- Courtlain Nowell was sworn onto the Board by Teresa Giles. Her term expires December 31, 2029.
- All board members and attendees introduced themselves.

Roles and Responsibilities of Board of Health Members

Attendees watched a video by the Region IV Public Health Training Center on the roles and responsibilities of Board of Health members.

Public Comments

No public comments were made.

Approval of Previous Minutes

- Dr. Hamm made a motion to approve the minutes from the September 19, 2023 meeting. Mrs. Richardson seconded the motion. Motion carried.
- Dr. Hamm made a motion to approve the minutes from the November 15, 2023 meeting. Mrs. Rochard seconded the motion. Motion carried.

Financial Updates (Teresa Giles, District Administrator)

- Ms. Giles informed the Board that she will retire as of March 1, 2024 after 34 years of service to the State of Georgia.
- The Revenue & Expense Summary was presented.

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

- Dr. Eanes extended his appreciation to Ms. Giles for her service to South Health District.
- Dr. Eanes informed the Board that the health departments are looking for ways to increase services.
- Lab draw stations will now be provided in Turner, Irwin, and Ben Hill County Health Departments. We will work with Quest or Lab Corp in each county. This will allow us

to share more about public health services to individuals coming to the health department.

- A dental clinic will soon be established at the Lowndes County Health Department and a northern health department (to be determined later).
- Dr. Eanes informed the Board of an epidemic of Syphilis. Georgia is #2 in the country and Louisiana is #1. The numbers are high among pregnant women. Bicillin is the medication used to treat Syphilis and there is shortage of this medicine. Currently there is enough of this medicine for about a year. The cost for the medicine is around \$10 but the replacement medication which will come from France is around \$500. All of the Health Departments are trying to get ahead of this with educating everyone.
- Georgia Public Health Association meeting will be held May 1-3 at Jekyll Island for any board members interested in attending.

Environmental Health Fee Schedule Update (Blake Lowery, MS, Deputy EH Director)

- Mr. Lowery presented the Board with a proposal to increase environmental fees for Echols County. Once approved by the County Board of Health, it will then go before the Board of Commissioners for approval.
- Environmental funding is a 3-part system. First comes from fees, second comes from the State, and third comes from the local County. Fees are currently about 25% of EH funding, which needs to be increased.
- Mrs. Howell made a motion to approve the increase in fees as presented. Dr. Hamm seconded the motion. Motion carried.

ByLaw Revisions (Courtney Sheeley, MPA, Director of Operations)

- Ms. Sheeley reviewed proposed changes to the Echols County ByLaws.
- Dr. Hamm made a motion to approve the bylaw changes as presented. Mrs. Nowell seconded the motion. Motion carried.

Election of Officers

- Officers must be elected every two years per the ByLaws.
- Slate of Current Officers: Chair – Evelyn Howell, Vice-Chair, Dianne Richardson, and Secretary – Bobby Walker.
- Dr. Hamm made a motion to re-elect the current officers. Mrs. Nowell seconded the motion. Motion carried.

County Nurse Manager Updates (Leigh Ann Combass, RN, Nurse Manager)

- Mrs. Combass provided an update of the number of patients served from October to December 2023.
- Mrs. Combass informed the Board that the Health Department was approved for a Car Seat Program Grant. This grant allows the Health Department to issue car seats to people who meet the set requirements. Those interested will have to attend a Car Seat Class and will then receive a free seat.
- Mrs. Combass will have flyers made to give out to the community.
- Mrs. Combass informed the Board that Vital Records is available at the Echols County Health Department. Birth certificates can be purchased for anyone who was

born in Georgia and death certificates can be purchased for anyone that passed away in Georgia.

- Mrs. Combass is working with the Elementary School Principal, Mrs. Staten for the Pre-k and Kindergarten registration. Children can come to the Echols Health Department for the EEDN and vaccine record.
- Mrs. Combass informed the Board that she and Rachel Enfinger who is with South Health District's Human Resource Department will be participating in the upcoming Career Day at the Echols County School.

Environmental Health Updates (Matthew Turner, Environmental Health Specialist)

- All Echols County food service and inspection permit information was provided, including inspection reports.
- Blake Lowery informed the Board that the State of Georgia has passed a new Body Art rule will be done locally. At the next Board meeting this rule will need to be voted on. Currently Echols County does not have a Body Art facility.
- Blake Lowery also informed the Board of the proposed lot size changes that will need to be voted on at the next meeting. Currently the lot size is 15,000 square feet that is using public water with septic and the proposed increase will be to 20,000 square feet.

Announcements

- An updated Board of Health schedule was provided to each member.
- The next meeting is scheduled for May 16 at noon. This will be the budget meeting.

Adjournment

There being no further information, Mrs. Howell adjourned the meeting.

Respectfully submitted,

Bobby Walker, Board Secretary

Tiffinee Dasher, Typist

**Echols County Board of Health
Revenue and Expense Summary
July 1, 2023 - March 31, 2024**

		% of Budget				
		YTD	Revised Budget	Received/ Expended	Original Budget	Increase/ (Decrease)
Revenue						
456001	County Participating	3,098.29	3,718.00	83.33%	3,718.00	0.00
456004	County Non-Participating	16,068.37	19,282.00	83.33%	19,282.00	0.00
995001	Unassigned Fund Balance	0.00	0.00	N/A	9,634.00	(9,634.00)
456024	Restricted Fund Balance - Pr Yr Fees	50,183.15	50,183.00	100.00%	50,000.00	183.00
456050	Restricted Fund Balance - Pr Yr Adm Claiming	26,131.34	26,131.00	100.00%	26,131.00	0.00
456040	Intra Agency Transfer - From Annex 750	20,265.00	20,265.00	100.00%	17,746.00	2,519.00
456040	Intra Agency Transfer - From Lowndes GIA	17,209.00	15,325.00	112.29%	15,325.00	0.00
456051	Qualifying Local Funds - Interest Income	1,084.13	1,292.00	83.91%	435.00	857.00
458001	Grant-In-Aid	124,678.78	174,779.00	71.34%	176,959.00	(2,180.00)
456008	Out-Patient Medicare Fees	14,498.13	0.00	N/A	0.00	0.00
456010	Out-Patient Client Fees	11,339.25	0.00	N/A	0.00	0.00
456016	Private Insurance	10,946.04	0.00	N/A	0.00	0.00
456022	Health Check	2,547.87	0.00	N/A	0.00	0.00
456031	Environmental Fees	3,400.00	0.00	N/A	0.00	0.00
456034	Medicaid - DSPS	2,204.32	0.00	N/A	0.00	0.00
456036	Medicaid PCM	145.20	0.00	N/A	0.00	0.00
456041	Vital Records Fees	3,300.00	0.00	N/A	0.00	0.00
456049	Current Yr Adm Claiming	19,401.48	0.00	N/A	0.00	0.00
Total Revenue		326,500.35	310,975.00	82.02%	319,230.00	(8,255.00)
Expenses						
511000	Salaries	76,314.38	102,214.00	74.66%	130,429.00	(28,215.00)
513001	Hourly Labor	12,495.72	15,553.00	80.34%	12,480.00	3,073.00
514001	FICA	5,677.77	7,576.00	74.94%	9,539.00	(1,963.00)
515001	Retirement	24,440.94	33,312.00	73.37%	44,198.00	(10,886.00)
516000	Health Insurance	21,962.29	29,591.00	74.22%	38,416.00	(8,825.00)
614001	Supplies & Materials	3,128.13	18,018.00	17.36%	3,694.00	14,324.00
614018	Pharmaceuticals	17,257.20	37,507.00	46.01%	13,941.00	23,566.00
615001	Repairs & Maintenance	3,256.34	11,641.00	27.97%	10,040.00	1,601.00
617001	Utilities	5,969.95	7,503.00	79.57%	6,799.00	704.00
618001	Printing	465.02	465.00	100.00%	392.00	73.00
619001	Other Rent	98.00	343.00	28.57%	335.00	8.00
622001	Direct Benefits to Clients	1,122.45	1,290.00	87.01%	700.00	590.00
627001	Other Operating	7,123.23	10,566.00	67.42%	8,132.00	2,434.00
633001	Computer Software - Microsoft License Fee	0.00	2,397.00	0.00%	2,397.00	0.00
640001	Travel	1,341.19	1,341.00	100.01%	1,567.00	(226.00)
645001	Rental of Equipment	1,183.23	1,578.00	74.98%	1,578.00	0.00
651001	Per Diem & Fees	113.16	207.00	54.67%	292.00	(85.00)
653001	Contract - Maintenance Fee - Clinical Software	1,807.68	1,808.00	99.98%	2,010.00	(202.00)
673001	Telecommunications	2,657.79	3,701.00	71.81%	4,319.00	(618.00)
681001	Postage	658.97	659.00	N/A	450.00	209.00
761001	Indirect Costs	5,688.16	23,705.00	24.00%	27,522.00	(3,817.00)
Total Expenses		192,761.60	310,975.00	61.99%	319,230.00	(8,255.00)

<p>Echols Health Department Budget Summary For Fiscal Year beginning July 1 and ending June 30</p>

RESOURCES	Proposed FY 2025
County Participating	3,718
County Non-Participating	19,282
Unassigned Fund Balance	3,260
Restricted Fund Balance - Pr Yr Fees	64,500
Restricted Fund Balance - Pr Yr Adm Claiming	19,401
Intra Agency Transfer - From Lowndes	15,325
Intra Agency Transfer - From Annex 750	20,265
Qualifying Local Funds - Interest Income	1,300
Grant-In-Aid	174,779
TOTAL RESOURCES	321,830
EXPENSES	
Salaries	117,767
Hourly	12,605
FICA	8,612
Retirement	39,187
Health Insurance	34,687
Supplies & Materials	10,000
Pharmaceuticals	26,500
Repairs & Maintenance	11,643
Utilities	7,503
Printing	465
Other Rent	343
Direct Benefits to Clients	1,680
Other Operating	10,566
Computer Software - Microsoft License Fee/Other	5,545
Travel	1,791
Rental of Equipment	1,578
Per Diem and Fees	207
Contract - Maintenance Fee Clinical Software	1,808
Telecommunications	3,701
Postage	659
Indirect Cost	24,983
TOTAL EXPENSES	321,830

Echols County Health Department Updates

Third Quarter (January-March 2024)

PROGRAMS	CLIENTS SERVED
Immunizations	50
Family Planning	78
Child Health	39
STI Screening	27
BCCP (Breast & Cervical Cancer Program)	24
Skin Testing	6
Other Services (Hypertension, Adult Health, PrEP & Lab)	35
PCM (Pregnancy Medicaid)	5
Total Services	264





Echols County Health Department
149 Highway 94 East • PO Box 37 • Statenville, Georgia 31648
Phone: (229) 559-5103 • Fax: (229) 559-7256
www.southhealthdistrict.com/echols

Environmental Health

Echols County: 7 Permitted Food Establishments

January 1, 2024 to March 31, 2024

5 Food Service Inspections

10 Sites Evaluated for Septic Systems

6 Septic Tank Permits Issued (New & Repair)

- 3 New
- 3 Repair

Inspected 1 Septic Systems (New & Repair)

Evaluated 1 Existing Septic Systems

Issued 2 Well Permits



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Food Facility Inspections (5 Total)

FSP-050-000027 Corbett's Country Corner 1315 HWY 376 E LAKE PARK, GA 31636

01/30/2024 100 A

FSP-050-000017 Echols County Senior Citizens Center 170 CHURCH OF GOD ST STATENVILLE, GA 31648

03/19/2024 100 A

FSP-050-000030 Las Palmas Taqueria PO BOX 30 STATENVILLE, GA 31648

03/25/2024 100 A

FSP-050-000031 Las Palmas Taqueria (mobile) PO BOX 30 STATENVILLE, GA 31648

03/25/2024 100 A

FSP-050-000012 Echols County School 190 HWY 94 STATENVILLE, GA 31636

03/26/2024 100 A