



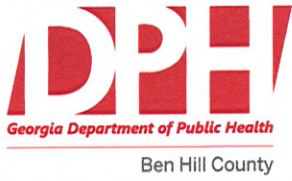
# Ben Hill County Board of Health Meeting

AGENDA

August 21, 2024 | 12:00 P.M. | Ben Hill County Health Department

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1. Call to Order
2. Introductions
3. Financing Health in Georgia BOH Video / Lunch
4. Public Comments
5. Approval of May 15, 2024 Minutes
  - Motion \_\_\_\_\_
  - Second \_\_\_\_\_
6. Business
  - Financial Updates – Crumesha Johnson (Budget Supervisor)
  - Public Health Updates
    - Health Director’s Updates – Mark J. Eanes MD, MBA (Medical Director)
    - Emergency Preparedness—Lauren Robinson (B.S.Ed. GA-ACEM, EMHP)
7. Health Department Updates – Layne Harrell, RN
8. Environmental Health Update – Alex Collins, MPH
9. The Jessamine Place—Sandra Sheppard (Director)
10. Announcements
  - Next Meeting November 20, 2024 @ 12:00
10. Adjournment



# Ben Hill County Board of Health Meeting

## MINUTES

May 15, 2024 | 12:00 P.M. | Ben Hill County Health Department

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### **Members Present**

Heath Parrish, Vice-Chairman  
Mayor Jason Holt  
Susan Smith  
Tolisa Smith

### **Members Absent**

Daniel Cowan, Chairman  
Thelma Graham, Secretary  
Dawn Clements

### **Others Present**

Mark J. Eanes, MD, MBA  
Dwain Butler  
Allie Pridgen  
Crumesha Johnson  
Courtney Sheeley  
Karen Harrison  
Kenneth Lowery  
Alex Collins  
Layne Harrell, RN  
Julie Parker  
Sandra Sheppard  
Nikki Payne

### **Call to Order**

Mr. Heath Parrish called the meeting to order at 12:01 PM.

### **Introductions**

Dr. Eanes introduced Kenneth Lowery- Epidemiologist, Allie Pridgen – Director of Finance, Karen Harrison – Administrative Assistant, and Crumesha Johnson- Budget Supervisor.

### **Roles & Responsibilities**

There were no comments.

### **Public Comments**

There were no public comments.

### **Approval of February 21, 2024, Minutes**

Mayor Jason Holt made a motion to approve the minutes for the February 21, 2024, meeting. Ms. Susan Smith seconded the motion. All were in favor and the motion passed.

### **Business**

#### **Financial Updates – Allie Pridgen (Director of Finance)**

Ms. Pridgen provided a summary of the Ben Hill Revenue and Expense Report from July 1, 2023 – March 31, 2024. She noted a total budget increase of \$10,681.00.

Staffing in the Clinic includes 2 RN's, one being part-time, 1 LPN, 2 Admin Support, 1 Environmental Specialist, split between Ben Hill and Irwin.

Ms. Pridgen reviewed the proposed Ben Hill Budget Summary for FY25 beginning July 1, 2024, and ending June 30, 2025.

**FY25 Budget Approval**

Ms. Tolisa Smith made a motion to approve. Mayor Holt seconded the motion. All were in favor and the motion passed.

**Public Health Updates****Health Director's Updates - Mark J. Eanes, MD, MBA (Medical Director)**

Dr. Eanes noted this being Layne Harrell's first meeting as CNM and recognized her 5-year service award along with Julie Parker.

Dr. Eanes discussed with the board our Employee Appreciation Day which included a 5 Star Customer Service Training for internal as well as external with an emphasis this next year on customer service.

Dr. Eanes shared information on the new pictures in the lobby. There are QR codes that can be scanned with your phone. It will tell patients stories and services offered through the health department.

Dr. Eanes provided information on the Bird Flu. Dr. Eanes stated that it's affecting the poultry industry, noting it has morphed a little in the dairy cattle industry with 1 single case of human transmission in Texas, reported with conjunctivitis.

Dr. Eanes discussed what bills passed in Georgia Legislation that effect Georgia Public Health. These include the telecommunications bill which states there must be an in-person quorum to vote. A Narcan bill passed which means any public, city, county or state facility that has an AED is required to have this on hand as well. This will go into effect July 1, 2024. The PREP bill which is used for rape victims passed. This bill was signed by the Governor allowing the drug to be given out by pharmacies under the signature of Dr. Toomey, Commissioner. Also, a Clean-up bill passed removing requirements for DPH to inspect prisons and removing the requirement issuing mass gathering permits.

**Opioid Recovery Funds – Kenneth Lowery, MPH**

Mr. Lowery, District Epidemiologist for the SHD, who also oversees the Opioid Prevention Program for our District discussed settlement funds from big Pharma Companies. We were given \$636 million dollars which will be distributed within a twelve-year time span throughout Georgia, depending on the size and population of your county. He is asking to partner The Opioid Prevention Program with the city and county, educating and working within the school system. A letter of support would be required by the Superintendent stating they would be aware of being campus and the state where it will be housed.

Mr. Lowery stated that we can fulfill the needs of rural communities and provide Police and County Officers, Fire Departments, EMS, and any First Responders with information and training on Opioid use and Overdoses.

Ms. Tolisa Smith, board member, requests the program to be a part of the Ben Hill County School system.

**Health Department Updates - Layne Harrell, RN**

Ms. Harrell updated the Board of the Ben Hill County Health Department showing the number of clients served in the various programs.

Ms. Harrell shared two success stories in Women's Health Medicaid and PREP.

**Environmental Health Update – Alex Collins, MPH**

Mr. Collins provided the Environmental Health Activities Report for 01/01/2024 through 03/31/2024 and, the Food Service and Tourist Accommodation Inspections Report for 01/01/2024 through 03/31/2024.

Mr. Collins stated Legislation was passed last year for a statewide Body Art Rule for tattoos and piercings which is now in effect as a State Regulation. Mr. Collins requests the Board of Health to adopt this in as a local ordinance.

**Body Art Rule Adoption**

Motion to accept was made by Mayor Jason Holt with a second by Ms. Tolisa Smith. All were in favor with no opposing.

**The Jessamine Place Updates – Sandra Sheppard**

Ms. Nikki Payne discussed The Jessamine Place Budget Analysis: Year to Date report from July 2023 – March 2024. Highlighting TJP is under budget for Total Income by \$21,926 and under budget for Total Expenses by \$186,657. The Full Budget Report highlights TJP is at 74% for Total Income and 70% for Total Expenses for FY24.

Ms. Sandra Sheppard went over the Directors Report. She informed the Board TJP has replaced the 2022 Wagoneer in the incident discussed in the previous meeting with the help of Cory Gibbs, a member of the Advisory Board ensuring they received a reasonable price from both the insurance and the dealership.

Ms. Sheppard featured positive moments and community involvement with TJP.

**Announcements**

The next meeting is August 21 @ 12:00pm

**Adjournment**

A motion to adjourn was given by Mr. Heath Parrish at 12:35 PM.

Respectfully submitted,

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Thelma Graham, Board Secretary  
Julie Parker, Typist

**Ben Hill County Board of Health  
Revenue and Expense Summary  
July 1, 2023 - June 30, 2024**

		% of Budget				
		YTD	Revised Budget	Received/ Expended	Original Budget	Increase/ (Decrease)
<b>Revenue</b>						
456001	County Participating	10,086.00	10,086.00	100.00%	10,086.00	0.00
456004	County Non-Participating	59,412.00	40,463.00	146.83%	59,412.00	(18,949.00)
995001	Unassigned Fund Balance	0.00	0.00	N/A	2,216.00	(2,216.00)
456024	Restricted Fund Balance - Pr Yr Fees	179,979.08	179,979.00	100.00%	179,136.00	843.00
456050	Restricted Fund Balance - Pr Yr Adm Claiming	79,219.28	79,219.00	100.00%	79,219.00	0.00
456040	Intra Agency Transfer - From Annex 750	41,284.00	41,284.00	100.00%	38,495.00	2,789.00
456040	Intra Agency Transfer - From Lowndes GIA	37,805.00	37,805.00	100.00%	32,046.00	5,759.00
456051	Qualifying Local Funds - Interest Income	6,354.38	6,355.00	99.99%	2,000.00	4,355.00
458001	Grant-In-Aid	360,140.00	360,140.00	100.00%	360,140.00	0.00
456008	Out-Patient Medicare Fees	70,710.86	0.00	N/A	0.00	0.00
456010	Out-Patient Client Fees	25,691.57	0.00	N/A	0.00	0.00
456016	Private Insurance	54,590.03	0.00	N/A	0.00	0.00
456022	Health Check	7,950.33	0.00	N/A	0.00	0.00
456031	Environmental Fees	33,795.00	0.00	N/A	0.00	0.00
456034	Medicaid - DSPS	10,549.65	0.00	N/A	0.00	0.00
456036	Medicaid PCM	4,356.00	0.00	N/A	0.00	0.00
456049	Current Yr Adm Claiming	68,322.57	0.00	N/A	0.00	0.00
<b>Total Revenue</b>		<b>1,050,245.75</b>	<b>755,331.00</b>	<b>102.65%</b>	<b>762,750.00</b>	<b>(7,419.00)</b>
<b>Expenses</b>						
511000	Salaries	289,669.06	289,669.00	100.00%	280,595.00	9,074.00
513001	Hourly Labor	14,638.74	14,639.00	100.00%	18,382.00	(3,743.00)
514001	FICA	21,049.61	21,050.00	100.00%	20,603.00	447.00
515001	Retirement	85,526.40	85,526.00	100.00%	90,997.00	(5,471.00)
516000	Health Insurance	83,642.45	83,642.00	100.00%	82,647.00	995.00
614001	Supplies & Materials	4,613.47	4,613.00	100.01%	31,500.00	(26,887.00)
614018	Pharmaceuticals	117,232.82	117,233.00	100.00%	109,772.00	7,461.00
615001	Repairs & Maintenance	18,271.78	18,272.00	100.00%	14,250.00	4,022.00
617001	Utilities	8,396.00	8,396.00	100.00%	8,500.00	(104.00)
618001	Printing	127.15	127.00	100.12%	875.00	(748.00)
619001	Other Rent	248.67	249.00	99.87%	245.00	4.00
620001	Insurance and Bonding	955.76	956.00	99.97%	712.00	244.00
622001	Direct Benefits to Clients	6,343.52	6,344.00	99.99%	2,150.00	4,194.00
627001	Other Operating	7,997.26	7,997.00	100.00%	4,252.00	3,745.00
633001	Computer Software - Microsoft License Fee	6,243.32	6,243.00	100.01%	6,348.00	(105.00)
640001	Travel	5,860.11	5,860.00	100.00%	3,490.00	2,370.00
645001	Rental of Equipment	3,010.97	3,011.00	100.00%	3,054.00	(43.00)
651001	Per Diem & Fees	438.38	439.00	99.86%	951.00	(512.00)
653001	Contract - Maintenance Fee - Clinical Software	3,659.02	3,659.00	100.00%	4,466.00	(807.00)
673001	Telecommunications	10,563.68	10,564.00	100.00%	11,009.00	(445.00)
681001	Postage	1,616.13	1,616.00	100.01%	1,778.00	(162.00)
761001	Indirect Costs	65,226.55	65,226.00	100.00%	66,174.00	(948.00)
<b>Total Expenses</b>		<b>755,330.85</b>	<b>755,331.00</b>	<b>100.00%</b>	<b>762,750.00</b>	<b>(7,419.00)</b>

# Ben Hill County Health Department Updates

April – June 2024

PROGRAMS	CLIENTS SERVED
Immunizations	133
Family Planning	120
Child Health	22
STI Screening	68
BCCP (Breast & Cervical Cancer Program)	15
Skin Testing	41
Other Services (Hypertension, Adult Health, PrEP & Lab)	50
THC Cards	0
PCM (Perinatal Case Management)	18
Lab Draw Services	2
Total Services	469





# Ben Hill County Environmental Health Update

April - June 2024



*Total Permitted Facilities: 79*

## Facility Inspections

<b>Food Service Inspections</b>	<b>46</b>
<b>Tourist Accommodation Inspections</b>	<b>6</b>
<b>Public Pool Inspections</b>	<b>1</b>
<b>Body Art Inspections</b>	<b>0</b>

## Land Use

<b>New System Permits Issued</b>	<b>9</b>
<b>New Installations Inspected</b>	<b>5</b>
<b>Repair Permits Issued</b>	<b>4</b>
<b>Repair Installations Inspected</b>	<b>5</b>
<b>Well Permits Issued</b>	<b>4</b>
<b>Water Samples</b>	<b>3</b>

## Other Programs

<b>Animal Bite Investigations</b>	<b>3</b>
<b>Complaint Investigations</b>	<b>1</b>





**Ben Hill County Health Department**  
 251 Appomattox Road • PO Box 188 • Fitzgerald, Georgia 31750  
 Phone: (229) 426-5288 • Fax: (229) 426-5291  
[www.southhealthdistrict.com/benhill](http://www.southhealthdistrict.com/benhill)

**Facility Inspections April - June 2024**

<b>Facility Name</b>	<b>Score</b>	<b>Grade</b>	<b>Inspection Date</b>
Ben Hill County Elementary School	100	A	04/12/2024
Ben Hill County Middle School	100	A	04/24/2024
Ben Hill County Primary School	100	A	04/24/2024
Ben Hill County Senior Center	100	A	04/03/2024
Ben Hill Pre-K	100	A	04/12/2024
C & C's Savory Cuisine & Sweets	100	A	04/15/2024
C & C's Savory Cuisine & Sweets	100	A	04/15/2024
Cafe ` Budapest	91	A	06/12/2024
Cherokee Rose	94	A	06/27/2024
Chicken Coop	100	A	06/07/2024
Cirillo's Pizzeria	100	A	06/14/2024
Coastal Plain Barbecue Company, LLC	100	A	04/30/2024
Dairy Queen of Fitzgerald	100	A	04/03/2024
Dorminy Medical Center	100	A	05/02/2024
Ellianos Coffee	100	A	04/26/2024
Fitzgerald High School & Career Academy	100	A	05/02/2024
Flossie's Country Kitchen	100	A	06/12/2024
Hibachi Buffet	91	A	06/20/2024
Hook Fish and Chicken	87	B	06/14/2024
Kellwell Food Management DBA Ben Hill County Detention Center	100	A	06/21/2024
Kentucky Fried Chicken	100	A	04/24/2024
Kobe Hibachi & Sushi	90	A	06/20/2024
La Lomita Mexican Restaurant and Store	94	A	06/14/2024
Life Care Center	100	A	05/02/2024
Lil' Shack by the Trax	100	A	06/12/2024
Marie's D & S Appetizers	100	A	05/01/2024
Mis Dos Potrillos (base)	100	A	04/08/2024
Mis Dos Potrillos (mobile)	100	A	04/08/2024
Ms. Motts' Place	100	A	06/07/2024
Nabila's Garden Restaurant, INC	100	A	06/17/2024
Pruitt Health - Fitzgerald	100	A	05/07/2024
Quality Inn Fitzgerald	100	A	05/24/2024
Quick Express Deli	100	A	06/14/2024
Rancho Grande Mexican Restaurant	97	A	06/13/2024
Rancho Grande Taqueria - Tortilleria	97	A	06/13/2024
Restaurante El Nopal	91	A	05/02/2024



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Ronny's BBQ	97	A	06/21/2024
Sonic Drive-In #2041	98	A	05/21/2024
Spike's Place	100	A	06/12/2024
Subway	100	A	04/03/2024
Tallman's Cook Spot	100	A	06/05/2024
The Fitzgerald Pillars	100	A	05/29/2024
The Owens Girls	100	A	04/08/2024
Wendy's	100	A	04/03/2024
Woody's Restaurant	100	A	06/04/2024
Your Daily Dose	100	A	04/24/2024
Colony Motel	95	A	06/13/2024
Dorminy Masee House	100	A	06/07/2024
Varai Mata LLC, DBA Fitzgerald Inn	96	A	06/07/2024
Quality Inn	100	A	05/24/2024
Western Motel	100	A	05/24/2024
Garden Inn & Suites	100	A	05/21/2024
Western Motel	100	N/A	05/24/2024



# THE JESSAMINE PLACE

## FINANCIAL REPORT

*Year to Date: Budget Analysis with Full Budget  
Fiscal Year 2025 Projected Budget*

*August 24*

# Ben Hill Board of Health The Jessamine Place

## Budget Analysis: Year to Date with Full Budget

July 2023 - May 2024

	Selected Period	Budgeted	Percent
<b>Income</b>			
State Grant-In-Aid	\$1,196,427	\$967,996	124%
Medicaid	\$2,657,537	\$2,846,808	93%
Medicaid - SMS	\$29,704	\$30,000	99%
Other Local Funds	\$3,090	\$1,000	309%
Interest Income	\$2,331	\$2,000	117%
GA Rehab	\$3,600	\$10,000	36%
<b>Total Income</b>	<b>\$3,892,689</b>	<b>\$3,857,804</b>	<b>101%</b>
<b>Expenses</b>			
Salaries - Exempt	\$909,901	\$1,117,258	81%
Salaries - Merit	\$888,278	\$818,792	108%
FICA Expense	\$77,052	\$234,407	33%
Retirement	\$250,568	\$251,074	100%
Insurance	\$246,209	\$255,894	96%
Contracted Services	\$729,930	\$690,480	106%
Travel	\$58,065	\$60,000	97%
Inservice	\$37,462	\$30,000	125%
Equipment (Over \$1000.00)	\$14,829	\$9,000	165%
Lease Purchase - Equipment	\$5,355	\$7,000	76%
Equipment (Under \$1000.00)	\$4,601	\$10,000	46%
Equipment Rental	\$18	\$1,000	2%
Other Operating	\$10,930	\$10,000	109%
Printing	\$12,679	\$6,000	211%
Consultation	\$0	\$5,000	0%
Office Supplies	\$3,947	\$7,500	53%
Dues & Subscriptions	\$30,899	\$24,400	127%
Advertising	\$6,529	\$5,000	131%
Office Expense/New Emp	\$4,233	\$5,000	85%
Office Exp/Misc.	\$8,318	\$10,000	83%
Training Supplies	\$1,796	\$5,000	36%
Maintenance Supplies	\$3,538	\$10,000	35%
Computer Software	\$23,778	\$20,000	119%
Specialized Medical Supplies	\$29,094	\$30,000	97%
Motor Vehicle	\$36,581	\$60,000	61%
Food	\$19,625	\$20,000	98%
Consumers Benefits	\$6,889	\$10,000	69%
Postage	\$596	\$2,000	30%
Telephone	\$3,037	\$3,000	101%
Utilities	\$14,971	\$20,000	75%
Property & Equipment Maint	\$28,405	\$25,000	114%
Rent	\$30,380	\$30,000	101%
Insurance & Bonding	\$49,249	\$60,000	82%
Unemployment Reimb.	\$0	\$5,000	0%
<b>Total Expenses</b>	<b>\$3,547,744</b>	<b>\$3,857,804</b>	<b>92%</b>
<b>Net Income/(Loss)</b>	<b>\$344,945</b>		

Ben Hill Board of Health  
The Jessamine Place  
FY '25 Projected Budget  
July 2024 - June 2025

**Income**

State Grant-In-Aid	\$1,158,293
Medicaid	\$2,635,458
Medicaid - SMS	\$35,000
Other Local Funds	\$2,200
Interest Income	\$2,200
GA Rehab	\$5,000
<b>Total Income</b>	<b>\$3,838,151</b>

**Expenses**

Salaries - Exempt	\$1,055,417
Salaries - Merit	\$850,534
FICA Expense	\$195,000
Retirement	\$230,000
Insurance	\$244,000
Contracted Services	\$740,000
Travel	\$60,000
Inservice	\$30,000
Equipment (Over \$1000.00)	\$5,000
Lease Purchase - Equipment	\$5,000
Equipment (Under \$1000.00)	\$6,000
Equipment Rental	\$200
Other Operating	\$10,000
Printing	\$15,000
Consultation	\$5,000
Office Supplies	\$5,000
Dues & Subscriptions	\$35,000
Advertising	\$8,000
Office Expense/New Emp	\$5,000
Office Exp/Misc.	\$10,000
Training Supplies	\$2,000
Maintenance Supplies	\$5,000
Computer Software	\$25,000
Specialized Medical Supplies	\$35,000
Motor Vehicle	\$60,000
Food	\$20,000
Consumers Benefits	\$10,000
Postage	\$1,000
Telephone	\$3,000
Utilities	\$20,000
Property & Equipment Maint	\$28,000
Rent	\$35,000
Insurance & Bonding	\$75,000
Unemployment Reimb.	\$5,000
<b>Total Expenses</b>	<b>\$3,838,151</b>

## **Director’s Report – Report by Sandra Sheppard, Executive Director**

### **UPDATES**

#### **Advisory Board was held on “Thursday – June 24, at 11:00 AM – Virtual via GoToMeeting**

Our program spotlight for this meeting will be Supportive Employment. This department supports our individuals in locating and maintaining meaningful and competitive employment in their communities.

#### **Total Workforce**

The agency’s total workforce currently consists of 103

- Full-time: 21
- Part-Time: 61
- Contract Workers: 21 - (HHP) 20 and (1) Contract Consultant

#### **Service Population**

Since our last meeting, The Jessamine Place has welcomed two new individuals, bringing the total number of individuals served to 81, with 45 males and 36 females across seven counties: Ben Hill, Irwin, Wilcox, Coffee, Lowndes, Turner, and Tift.

#### **Host Homes Update:**

We provide support to (24) individuals residing in (19) host homes. Four homes with (2) Individuals.

#### **Great News! NOW & COMP Medicaid Rate Increase**

DBHDD & DCH Announce Approval of Historic Medicaid Provider Rate Increase. The New Options Waiver (NOW) and Comprehensive Supports (COMP) waivers amendments have been approved by the Centers for Medicare and Medicaid Services. The approval of these amendments will allow DBHDD to provide historic Medicaid provider rate increases to serve individuals with intellectual and developmental disabilities.

DCH Commissioner Russel Carlson stated, “This is a significant win for the state of Georgia and our continued efforts to strengthen the healthcare infrastructure. The rate increases will empower providers to enhance the quality of services, recruit and retain skilled staff, and ultimately improve the quality of life for those DBHDD and DCH serve.”

#### **Agency’s Audits**

##### **Social Security Audit**

On January 30, 2024, the Georgia Advocacy Office, Inc. came and conducted a review of our service as a representative payee. TJP serves as representative payee for (52) accounts. Since our last meeting, we received the review results, and it was determined that the agency fulfills its duties as a representative payee.

##### **Qlarant Review**

The Georgia Collaborative ASO, in partnership with the Department of Behavioral Health and Developmental Disabilities (DBHDD), works with Qlarant as another reviewing entity. Qlarant conducts random reviews of providers approximately every two years, focusing mainly on documentation. The week-long Qlarant review of Jessamine Place took place from June 10 to June 14, 2024.

The assessors look at five key indicators: **Safety, Whole Health, Person-Centered Practices, Community Life, Rights, and Choice.**

- In the last review when Community Life was included - The overall score was 85%.
- 2024 - the overall score was 93%, with Community Life included.

Review Components		Percent Met	Score Weight <sup>1</sup>	Weighted Score
<b>Provider Record Review</b>	Safety	92%	0.20	18%
	Whole Health	100%	0.15	15%
	Person Centered Practices	94%	0.15	14%
	Community Life	83%	0.12	10%
	Rights	100%	0.12	12%
	Choice	84%	0.10	8%
Staff Qualifications & Training		100%	0.10	10%
Service Guidelines		89%	0.06	5%
<b>Overall Score</b>				<b>93%</b>

- According to Qlarant, the average score for IDD providers in Region 4 for FY 2023 was 87%. TJP is very proud of our score of 93%, and there is no need for a follow-up visit.
- The lowest scores were in the areas of **Community Life and Choice**. The assessors were very complimentary about knowing that the agency offers Community Life and Choice, but their recommendations included that more information and details were needed in the documentation.
- Before learning about the review, TJP had contacted Qlarant regarding documentation training. Our first class was held on (Tuesday & Wednesday) July 30 & July 31 and will be ongoing until the entire workforce has been retrained.

### Featured Positive Moments And Community Involvement

Our mission is to contribute to the community, both as individuals and as a collective, at TJP. Since our last meeting, some of our community involvement includes:

- June 20 – Celebrated the Long Road Home annual event – Harvey’s Supermarket was selected as the 2024 Friend of the Jessamine Place. This prestigious award is given to a local company that has shown a genuine interest in learning more about our organization. They are dedicated to ensuring that all customers are treated with dignity and respect by creating an accessible and welcoming environment where everyone is valued.

### Upcoming Events:

- Annual Beach Trip – August 11, 2024
- TJP 52<sup>nd</sup> Anniversary – Snow Cone Day – August 28, 2024
- Direct Support Professional (DSP) Recognition Week - September 8–14, 2024
- Advisory Board Meeting – September 12, 2024
- Leadership Workshop/Retreat – October 18, 2024