



# Brooks County Board of Health Meeting

## AGENDA

August 28, 2024, | 12:00 P.M. | Brooks County Commission Building

---

1. Call to Order
2. Introductions
3. Financing Public Health in Georgia BOH Video / Lunch
4. Public Comments
5. Approval of May 22, 2024 Minutes
  - Motion\_\_\_\_\_
  - Second\_\_\_\_\_
6. Business
  - Financial Updates – Tiffany Cannon (Accounting Supervisor)
  - Public Health Updates
    - Health Director’s Updates – Mark Eanes, MD, MBA (Medical Director)
    - Emergency Preparedness ---Lauren Robinson (B.S. Ed.,GA-ACEM,EMPH)
7. Health Department Updates—Telia Alexander, RN
8. Environmental Health Update – Shannon Walker
9. Announcements
  - Next Meeting Wednesday November 14, 2024 @ 12:00
10. Adjournment



# Brooks County Board of Health Meeting

## MINUTES

May 22, 2024 | 12:00 P.M. | Brooks County Commission Building

### Members Present

James Maxwell  
Dr. Rose Marie Horne  
Dr. Vickie Reed  
Toni Brinson  
Shawn Tatham

### Members Absent

Shelly Kirkendoll  
Mayor Zinda McDaniel

### Others Present

Mark J. Eanes, MD  
Dwain Butler  
Karen Harrison  
Percy Chastang  
Ambreshia Allen  
Allie Pridgen  
Tiffany Cannon  
Telia Alexander  
Shanice King  
Shannon Walker

### Call to Order

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

### Introductions

There were no introductions.

### Public Comments

There were no public comments.

### Approval of Previous Meeting Minutes

- Ms. Brinson made a motion to approve minutes from May 22, 2024, meeting. Dr. Horne seconded the motion. All were in favor and the motion passed.

### Financial Updates (Allie Pridgen, Director of Finance)

- Ms. Pridgen provided a summary of the FY25 Budget.
- Mr. Tatham made a motion to approve. Dr. Reed seconded the motion. All were in favor and the motion passed.

### Public Health Updates (Mark J. Eanes, MD, MBA)

- South Health District held a Customer Service Training along with our Employee Appreciation Day on April 29.
- Dr. Eanes recognized Shannon Walker for being employed with the Department of Public Health for 20 years.
- Dr. Eanes informed the board of the Bird Flu outbreak that is affecting the poultry industry. It is known to be transmitted through dairy cattle only, however there are no signs in beef cattle.
- Legislative updates were discussed with Bill 293 being passed. AED, PREP for rape victims, DPH Clean-Up Bill. The telecommunications submitted by Public Health did not pass. This requires that all BOH meetings must be in person.
- Dr. Eanes presented a Memorandum of Understanding to our Board Chairman for his signature stating we would share staff from other counties if needed while someone was out and would get paid by county in which they are employed at.
- Pictures with QR codes have been placed in our lobby for patients to scan which will highlight success stories of local citizens.

**Adolescent Health & Youth Development Updates (Percy Chastang, MPH)**

- Mr. Chastang discussed what his program involves. He provides information on teen pregnancy, abstinence, HIV prevention and gives out personal hygiene products.
- Mr. Chastang informed the board of a Delta Program that is available at an alternative school.
- Mr. Chastang stated there is an expected grant for the Obesity and Diabetes Program.

**Opioid Prevention Program Update (Ambreshia Allen)**

- Ms. Allen is the Opioid Prevention specialist in our district. This program provides awareness and prevention around opioids and substance abuse.
- Ms. Allen provides training on overdoses and the use of Narcan.
- Ms. Allen provided the board with handouts with information on Brooks County.
- Mr. Maxwell stated there is funding in Brooks County for education and training in substance abuse.

**Health Department Updates (Telia Alexander, RN)**

- Ms. Alexander introduced Shanice King as the new lead administrator for Brooks County.
- Ms. Alexander provided updates on the CNM report.
- Ms. Alexander stated there has been an increase in child health forms and immunizations.
- Ms. Alexander stated there has been a decrease in Covid numbers.

**Environmental Health Updates (Shannon Walker, MPH)**

- Mr. Walker reviewed the Environmental Health activities report.
- Mr. Walker updated the State Body Art Rule to be approved. Dr. Reed made a motion to approve. Ms. Brinson seconded the motion. All were in favor and motioned passed.

**Announcements**

- The next meeting is scheduled for August 28, 2024, at 12:00 at the County Commission Office.

**Adjournment**

There being no further business, Ms. Brinson made a motion to adjourn at 1:20 PM. Dr. Horne seconded the motion. All were in favor and the motion passed.

Respectfully submitted,

---

Shelly Kirkendoll, Board Secretary  
Shanice King, Typis

**Brooks 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	25,659.00	25,659.00	100.00%	25,659.00	0.00
456004	County Non-Participating	29,340.96	14,341.00	204.59%	29,341.00	(15,000.00)
995001	Unassigned Fund Balance	0.00	0.00	N/A	62,608.00	(62,608.00)
456006	Municipal - City of Quitman	5,000.00	5,000.00	100.00%	5,000.00	0.00
456024	Restricted Fund Balance - Pr Yr Fees	76,405.29	76,405.00	100.00%	76,280.00	125.00
456050	Restricted Fund Balance - Pr Yr Adm Claiming	56,762.93	23,099.00	245.74%	56,763.00	(33,664.00)
456040	Intra Agency Transfer - From Lowndes	24,473.00	24,473.00	100.00%	20,382.00	4,091.00
456040	Intra Agency Transfer - From Annex 750	18,815.00	18,815.00	100.00%	16,026.00	2,789.00
456051	Qualifying Local Funds - Interest Income	2,422.65	2,423.00	99.99%	825.00	1,598.00
458001	Grant-In-Aid	337,767.00	337,767.00	100.00%	340,616.00	(2,849.00)
456008	Out-Patient Medicare Fees	12,239.39	0.00	N/A	0.00	0.00
456010	Out-Patient Client Fees	1,961.82	0.00	N/A	0.00	0.00
456016	Private Insurance	9,320.61	0.00	N/A	0.00	0.00
456022	Health Check	2,980.04	0.00	N/A	0.00	0.00
456031	Environmental Fees	29,415.00	0.00	N/A	0.00	0.00
456034	Medicaid - DSPS	3,221.25	0.00	N/A	0.00	0.00
456036	Medicaid PCM	1,960.20	0.00	N/A	0.00	0.00
456041	Vital Records Fees	19,620.00	0.00	N/A	0.00	0.00
456049	Current Yr Adm Claiming	29,472.28	0.00	N/A	0.00	0.00
<b>Total Revenue</b>		<b>686,836.42</b>	<b>527,982.00</b>	<b>110.14%</b>	<b>633,500.00</b>	<b>(105,518.00)</b>
<b>Expenses</b>						
511000	Salaries	207,215.25	207,215.00	100.00%	289,227.00	(82,012.00)
513001	Hourly Labor	22,843.75	22,844.00	100.00%	0.00	22,844.00
514001	FICA	15,579.71	15,580.00	100.00%	21,384.00	(5,804.00)
515001	Retirement	59,019.60	59,020.00	100.00%	91,472.00	(32,452.00)
516000	Health Insurance	59,681.71	59,682.00	100.00%	85,189.00	(25,507.00)
614001	Supplies & Materials	7,842.81	7,843.00	100.00%	6,250.00	1,593.00
614018	Pharmaceuticals	33,190.85	33,191.00	100.00%	20,500.00	12,691.00
615001	Repairs & Maintenance	23,892.78	23,893.00	100.00%	17,510.00	6,383.00
617001	Utilities	9,861.28	9,861.00	100.00%	9,300.00	561.00
618001	Printing	222.15	222.00	100.07%	1,575.00	(1,353.00)
619001	Other Rent	391.67	392.00	99.92%	400.00	(8.00)
620001	Insurance and Bonding	671.76	672.00	99.96%	675.00	(3.00)
622001	Direct Benefits to Clients	898.35	898.00	100.04%	710.00	188.00
627001	Other Operating	11,705.24	11,705.00	100.00%	6,475.00	5,230.00
633001	Computer Software - Microsoft License Fee	4,311.94	4,312.00	100.00%	2,370.00	1,942.00
640001	Travel	9,114.79	9,115.00	100.00%	7,050.00	2,065.00
645001	Rental of Equipment	2,337.72	2,338.00	99.99%	2,148.00	190.00
646001	Equipment Under \$5000	1,758.23	1,758.00	100.01%	0.00	1,758.00
651001	Per Diem & Fees	128.23	128.00	100.18%	445.00	(317.00)
653001	Contract - Maintenance Fee - Clinical Software	1,745.01	1,745.00	100.00%	2,912.00	(1,167.00)
673001	Telecommunications	9,058.89	9,059.00	100.00%	12,525.00	(3,466.00)
681001	Postage	841.31	841.00	100.04%	675.00	166.00
761001	Indirect Costs	45,668.21	45,668.00	100.00%	54,708.00	(9,040.00)
<b>Total Expenses</b>		<b>527,981.24</b>	<b>527,982.00</b>	<b>100.00%</b>	<b>633,500.00</b>	<b>(105,518.00)</b>

# Brooks County Health Department Updates

Third Quarter (April-June 2024)

PROGRAMS	CLIENTS SERVED
Immunizations	32
Family Planning	70
Child Health	12
STI Screening	33
BCCP (Breast & Cervical Cancer Program)	8
Skin Testing	52
Other Services (Hypertension, Adult Health, PrEP & Lab)	7
PCM (Pregnancy Medicaid)	6
<b>Total Services</b>	<b>224</b>



# Brooks County Environmental Health Update

April 1- June 30, 2024



*Total Permitted Facilities: 47*

## Facility Inspections

<b>Food Service Inspections</b>	<b>20</b>
<b>Tourist Accommodation Inspections</b>	<b>2</b>
<b>Public Pool Inspections</b>	<b>4</b>
<b>Body Art Inspections (none permitted)</b>	<b>0</b>

## Land Use

<b>New System Permits Issued</b>	<b>18</b>
<b>New Installations Inspected</b>	<b>11</b>
<b>Repair Permits Issued</b>	<b>2</b>
<b>Repair Installations Inspected</b>	<b>3</b>
<b>Well Permits Issued</b>	<b>6</b>
<b>Water Samples</b>	<b>5</b>

## Other Programs

<b>Animal Bite Investigations</b>	<b>2</b>
<b>Complaint Investigations</b>	<b>2</b>

# Inspections Report

## Food Facility Inspections (27 Total)

Permit #	Permit Issue Date	Facility Name	Address	County Purpose	Score	Grade	Inspection Date	Inspector
FSP-014-000048	02/22/2018	<u>3 Nelson's Burgers &amp; Wraps</u>	701 E SCREVEN ST QUITMAN, GA 31643	Brooks Routine	84	B	05/14/2024	Shannon Walker
FSP-014-000036	01/12/2017	<u>Adrianna Aguirre Harvesting</u>	7752 VALDOSTA HWY MORVEN, GA 31638	Brooks Routine	98	A	05/13/2024	Shannon Walker
FSP-014-000060	02/27/2020	<u>Arigato</u>	1307 E SCREVEN ST QUITMAN, GA 31643	Brooks Routine	97	A	05/16/2024	Shannon Walker
FSP-014-000090	02/08/2024	<u>Barwick Billiards</u>	2054 E MAIN ST BARWICK, GA 31720	Brooks Routine	100	A	05/01/2024	Shannon Walker
FSP-014-000054	05/15/2019	<u>Brooks County Detention Center</u>	1003 HOLLOWAY DR QUITMAN, GA 31643	Brooks Routine	100	A	06/13/2024	Shannon Walker
FSP-014-000061	06/04/2020	<u>Burger King of Quitman</u>	1304 W SCREVEN ST QUITMAN, GA 31643	Brooks Routine	97	A	06/28/2024	Shannon Walker
FSP-014-000076	01/29/2024	<u>Carter's</u>	1104 W SCREVEN ST QUITMAN, GA 31643	Brooks Routine	84	B	05/29/2024	Shannon Walker
FSP-014-000080	03/08/2023	<u>China Hot HZF, INC</u>	1204 W SCREVEN ST QUITMAN, GA 31643	Brooks Routine	94	A	06/21/2024	Shannon Walker
014-201	02/02/2006	<u>Coyoacan Mexican Restaurant</u>	212 E SCREVEN ST QUITMAN, GA 31643	Brooks Routine	96	A	06/28/2024	Shannon Walker
FSP-014-000093	03/12/2024	<u>El Mezoquital</u>	216 S SOUTH COURT ST STE C QUITMAN, GA 31643	Brooks Followup	100	A	05/15/2024	Shannon Walker
FSP-014-000093	03/12/2024	<u>El Mezoquital</u>	216 S SOUTH COURT ST STE C QUITMAN, GA 31643	Brooks Routine	67	U	05/14/2024	Shannon Walker
014-189	03/04/2010	<u>Fellowship Home at Brookside</u>	470 FELLOWSHIP HOME LN QUITMAN, GA 31643	Brooks Routine	91	A	06/20/2024	Shannon Walker
014-146	08/25/1992	<u>J &amp; J Fried Chicken and Fish</u>	1311 E SCREVEN ST QUITMAN, GA 31643	Brooks Routine	90	A	06/14/2024	Shannon Walker
FSP-014-000025	09/29/2014	<u>McDonalds</u>	902 W SCREVEN STREET QUITMAN, GA 31643	Brooks Routine	100	A	06/26/2024	Shannon Walker
FSP-014-000083	10/11/2023	<u>Metz at Brooks County Hospital</u>	903 N COURT ST QUITMAN, GA 31643	Brooks Routine	96	A	06/11/2024	Shannon Walker
FSP-014-000037	02/24/2017	<u>OMG BBQ</u>	216 S COURT ST QUITMAN, GA 31643	Brooks Routine	100	A	05/16/2024	Shannon Walker
014-001	06/01/1983	<u>Presbyterian Homes of Georgia</u>	1850 W SCREVEN ST QUITMAN, GA 31643	Brooks Routine	100	A	06/14/2024	Shannon Walker
FSP-014-000084	11/30/2023	<u>Reel Coffee</u>	103 E SCREVEN ST QUITMAN, GA 31643	Brooks Routine	97	A	04/16/2024	Shannon Walker
FSP-014-000094	05/28/2024	<u>Restaurant Catracho</u>	8419 VALDOSTA HWY MORVEN, GA 31638	Brooks Initial	100	A	05/28/2024	Shannon Walker
FSP-014-000092	03/06/2024	<u>Rooster's Cafe</u>	8419 VALDOSTA HWY MORVEN, GA 31638	Brooks Routine	83	B	05/09/2024	Shannon Walker



FSP-014-000073	10/06/2021	<u>Royal Cafe Quitman, LLC</u>	304 E SCREVEN ST QUITMAN, GA 31643	Brooks Routine	96	A	06/27/2024	Shannon Walker
FSP-014-000024	05/29/2014	<u>Stephen's Pizzeria</u>	219 E SCREVEN B QUITMAN, GA 31643	Brooks Routine	100	A	06/06/2024	Shannon Walker
FSP-014-000014	06/13/2012	<u>Subway of Quitman</u>	1302 W SCREVEN ST QUITMAN, GA 31643	Brooks Routine	96	A	04/17/2024	Shannon Walker
FSP-014-000091	02/28/2024	<u>Sundayz at Tiffany's</u>	411 S COURT ST QUITMAN, GA 31643	Brooks Routine	100	A	05/08/2024	Shannon Walker
FSP-014-000074	11/17/2021	<u>Wiregrass Southern Bistro</u>	103 S WASHINGTON ST QUITMAN, GA 31643	Brooks Routine	92	A	04/17/2024	Shannon Walker

**Tourist Accommodation Inspections 2014 (1 Total)**

Permit #	Permit Issue Date	Facility Name	Address	County	Purpose	Score	Grade	Inspection Date	Inspector
TAP-014-000001	05/11/2022	<u>Western Motel</u>	1603 W SCREVEN ST QUITMAN, GA 31643	Brooks	Routine	93	A	04/23/2024	Shannon Walker

**Pool Inspections (4 Total)**

Permit #	Permit Issue Date	Facility Name	Address	County	Purpose	Score	Grade	Inspection Date	Inspector
SPP-014-000002	04/01/2020	<u>Boys &amp; Girls Club Activity Pool</u>	2300 WEBSTER RD QUITMAN, GA 31643	Brooks	Permit/Opening	95	N/A	05/21/2024	Shannon Walker
SPP-014-000002	04/01/2020	<u>Boys &amp; Girls Club Activity Pool</u>	2300 WEBSTER RD QUITMAN, GA 31643	Brooks	Permit/Opening	75	N/A	04/12/2024	Shannon Walker
SPP-014-000001	04/01/2020	<u>Boys &amp; Girls Club Main Pool</u>	2300 WEBSTER RD QUITMAN, GA 31643	Brooks	Permit/Opening	100	N/A	05/21/2024	Shannon Walker
SPP-014-000001	04/01/2020	<u>Boys &amp; Girls Club Main Pool</u>	2300 WEBSTER RD QUITMAN, GA 31643	Brooks	Permit/Opening	80	N/A	04/12/2024	Shannon Walker