



Irwin County Board of Health Meeting

AGENDA

August 14, 2024 | 12:00 P.M. | Irwin County Health Department

1. Call to Order
2. Introductions/Oath
3. Financing Public Health in Georgia BOH Video / Lunch
4. Public Comments
5. Approval of February 14, 2024, Minutes

Motion _____

Second _____

Approval of May 8, 2024 Minutes

Motion _____

Second _____

6. Business

- Financial Updates – Tiffany Cannon (Accounting Supervisor)

FY25 Budget Approval

Motion _____

Second _____

- Public Health Updates

- Health Director’s Updates--Mark Eanes MD, MBA (Health Director)

- Emergency Preparedness—Lauren Robinson (B.S.Ed., GA-ACEM, EMHP)

7. Health Department Updates – Michelle Stone, RN

8. Environmental Health Update – Alex Collins, MPH

Body Art Rule Adoption

Motion _____

Second _____

9. Announcements

Next Meeting – Wednesday November 13, 2024 @ 12:00

10. Adjournment

❖ Sabrina Nix will be sworn in today August 14, 2024



Irwin County Board of Health Meeting

MINUTES

February 14, 2024 | 12:00 P.M. | Irwin County Health Department

Members Present

Melvin Harper
Jeanne Blevins
Kerry Billingsley
Casey Conner, MD, Chairman
Paige Wynn

Members Absent

Scott Carver

Others Present

Mark Eanes, MD, MBA
Dwain Butler
Courtney Sheeley
Teresa Giles
Michelle Stone, RN
Alex Collins
Jennifer Story
Missy Sims, RN
Chris Calhoun
Blake Lowery

Call to Order

Dr. Conner called the meeting to order at 12:00 PM.

Public Comments

No comments were made.

Roles & Responsibilities of BOH Members

A video on the roles and responsibilities of Board of Health members from the Region IV Public Health Training Center was shown.

Approval of Previous Minutes

Mr. Billingsley made a motion to approve the minutes from the October 4, 2023, meeting. The motion was seconded by Ms. Blevins. All were in favor and the motion passed.

Financial Updates (Teresa Giles)

- Ms. Giles stated that this would be her last Board of Health meeting in Irwin County as she is retiring at the end of the month. Allie Pridgen was introduced as the new Director of Finance.
- The Revenue and Expense Summary from July 1 through December 31, 2023, was reviewed. The budget has increased since the last board meeting. The interagency transfer line was increased from Lowndes due to the retention bonus that was given by the State. The interest income was increased by the interest earned through December 31, 2023. The unassigned fund balance was also increased.
- Dr. Conner made a motion to approve the changes to the FY 2024 Budget. The motion was seconded by Mr. Billingsley. All were in favor and the motion passed.

Public Health Updates (Mark Eanes, MD)

- Dr. Eanes informed the Board of the decision to implement lab draw stations in Ben Hill, Irwin, and Turner County Health Departments. The health departments will take lab orders from outside physician offices. However, we will not be responsible for providing results to the patients. The results will go to the physician that ordered the labs and a copy to our department. The objective is to expose more people to the health department by providing more services.

- Dr. Eanes stated that syphilis is at its highest in years with Georgia being rated number 2 in the country. We are working to bring more awareness to the community through education to try to decrease the numbers.
 - Mr. Billingsley asked for literature that could be provided to the school system. Mayor Harper also asked for literature for the community and churches. Dr. Eanes stated that we could provide literature as well as schedule time for Percy Chastang with the Adolescent and Youth Program to come and speak with the schools and community.
- In trying to meet the needs of the people we have noticed that there is a need for dental care. We are looking to place one or two dental care clinics in health departments for cleanings and sealants.
- The Georgia Public Health Association conference is May 1-3 if anyone would like to attend, please let Courtney Sheeley or Michelle Stone know and they can help get that set up. The conference is going to be held at Jekyll Island.

Women's Health Updates (Missy Sims, RN)

Women's Health consists of the Family Planning Program, Breast and Cervical Cancer Program, Presumptive Eligibility Women's Health Medicaid, Presumptive Eligibility Pregnancy Medicaid, Perinatal Case Management, Baby LUV/Healthy Start, and Adolescent Health and Youth Development Program. An overview of each program was discussed and that these services are available in every health department in our District. Mr. Billingsley wanted more information as to guest speakers and information about the school. Ms. Sims indicated that the Adolescent Health Educator is available to speak and provide educational pamphlets.

Environmental Health Fee Updates (Chris Calhoun)

- Mr. Calhoun discussed the proposed updated Environmental Health Fee Schedule with increasing the budget to offset cost. Mr. Calhoun stated that the proposed update would need approval from the Board of Health before presenting it to the county commission.
- Dr. Conner made a motion to approve the updated Environmental Health Fee Schedule. The motion was seconded by Ms. Blevins. All were in favor and the motion passed.

By-Law Revisions (Courtney Sheeley)

- Recommended By-Law changes were presented by Ms. Sheeley.
- Dr. Conner made a motion to approve the recommended changes to the By-Laws. The motion was seconded by Mr. Billingsley. All were in favor and the motion passed.

Election of Officers

- Irwin County BOH By-Laws require officers to be appointed every two years.
- Slate of officers: Dr. Casey Conner, Chairman, Scott Carver, Vice-Chairman, Kerry Billingsley, Secretary.
- Mrs. Wynn made a motion to re-elect the current officers (slate of officers). Mayor Harper seconded the motion. All were in favor and the motion passed.

Nurse Manager Updates (Michelle Stone, RN)

- Last quarter the Irwin County Health Department served a total of 429 clients. There has been an increase in numbers for adult immunizations since Covid.
- We have also seen an increase in the number of walk-in appointments from other areas due to clinical staffing.
- Jennifer and Tiffani have been doing a great job with appointment reminders by calling patients along with our automated phone system.
- As discussed by Dr. Eanes there has been a rise in the number of syphilis cases. Our clinic does have a high demand for appointments for sexually transmitted infections.
- Traci Gosier from the Chronic Disease & Prevention program attended the most recent Family Connections meeting to discuss heart health.

Environmental Health Updates (Alex Collins)

- Environmental Health Activities were reviewed from July 1 through December 31, 2023.
- Blake Lowery discussed a new law which was recently passed concerning the registration of Body Art artists statewide. More information on this topic will be available and presented at the next meeting to be adopted locally.

Announcements

- The consumer or licensed nurse position which is appointed by the city is currently vacant. Ms. Sheeley will contact Mayor Harper to fill the vacancy.
- An updated Board of Health meeting schedule was included in this meeting's packet.
- The next meeting is scheduled for Wednesday, May 8 at noon. The FY25 Budget will be presented for approval.

Adjournment

There being no further business or announcements, Dr. Conner made a motion to adjourn the meeting at 12:50 PM. Mr. Billingsley seconded the motion. All were in favor and the motion passed.

Respectfully submitted,

Kerry Billingsley, Board Secretary
Jennifer Story, Typist



Irwin County Board of Health Meeting

Information Purposes Only

May 8, 2024 | 12:00 P.M. | Irwin County Health Department

Members Present

Melvin Harper
Casey Conner, MD, Chair

Members Absent

Scott Carver
Kerry Billingsley
Paige Wynn
Mark J. Eanes, MD, MBA

Others Present

Dwain Butler
Courtney Sheeley
Karen Harrison
Allie Pridgen
Michelle Stone, RN
Alex Collins
Kenneth Lowery
Tyana Robinson
Jennifer Story
Carly Harper
Tiffany Cannon

Call to Order

Dr. Conner called the meeting to order at 12:00 PM.

Public Comments

No comments were made.

Approval of Previous Minutes

Approval of February 14, 2004, meeting minutes were tabled until the next meeting since there was not a quorum.

Financial Updates Allie Pridgen (Director of Finance)

- Ms. Pridgen introduced Tiffany Cannon, Accounting Supervisor to the board.
- Ms. Pridgen reviewed The Revenue and Expense Summary Report from July 1, 2023, through March 31, 2024. Some adjustments have been made to the budget. The interagency transfer line was increased, and the grant-in-aid was decreased to reflect the exact amount received.
- Ms. Pridgen reviewed the FY 2025 Budget, due to not having a quorum we were not able to vote. We will vote at the next meeting in August.

Public Health Updates - Dwain Butler, (Deputy Health Director)

- Mr. Butler provided information on Bird Flu affecting the poultry industry. Also stated that it had been found in the dairy cattle.
- Senate Bill 293 passed which allows the Commissioner to appoint an interim Health Director if there is a vacancy.
- The Bill that allowed Boards of Health to meet through video conference did not pass. It is required that the meetings will be face to face.
- The Bill which requires Narcan to be placed in all public buildings which have an AED has passed and will go into effect July 1, 2024.
- The PReP bill passed and was signed by the Governor which allows pharmacies to distribute under Dr. Toomey's signature in the event a rape victim needed meds after hours.

- South Health District held a Customer Service Training class along with our Employee Appreciation Day on April 29, 2024. The training is to improve our communication skills and to better serve both internally and externally.
- The staff are scheduled to attend Hurricane Preparation Training on June 5, 2024, to better prepare with a plan in place for the Hurricane Season.
- Kenneth Lowery, Epidemiologist, was introduced as one of today's guest speakers along with Tyana Robinson our representative from Adolescent Health and Family Planning.

Adolescent Health and Family Planning Updates- Tyana Robinson (Health Educator)

This program works with the youth to educate them of the importance of practicing abstinence and risk reduction. All services are available throughout the entire community and will allow our Youth and Adolescent Health Educators to provide them with information as needed. The Family Planning portion allows me to go into the Health Departments (mostly in Tift and Lowndes Counties) and provide additional education on abstinence and provide brochures and condoms.

Opioid Discussion - Kenneth Lowery (Epidemiologist)

- Mr. Lowery stated at the last meeting he presented what the Opioid Program was about.
- Mr. Lowery stated the \$636 million-dollar Opioid Settlement Fund that will be distributed throughout cities and counties in Georgia based on the population and size within a twelve-year time span. SHD would like to collaborate with your city and county to provide services that are needed. With the number of overdoses that are rising we offer Narcan Training for members and staff.
- People who are struggling with addiction, we ask that they or the family contact the district office to get information about Narcan and/or the product. Michelle Stone stated there was a family that had contacted Irwin County Health Department and were able to assist with their needs.
- Dr. Connor asked if the City and County are aware of the contact information. Kenneth explained that he would be more than happy to help with any type of grant writing to help bridge the gap.

Nurse Manager Updates-Michelle Stone, RN, (County Nurse Manager)

- Ms. Stone reviewed the services provided by the Irwin County Health Department from January-March 2024.
- Ms. Stone stated that the health department continues to outreach in the communities through social media, chambers of commerce, and school systems.

Environmental Health Updates- Alex Collins (Environmental Health Specialist)

- Mr. Collins reviewed the EH Reports with the board from January-March 2024.
- Mr. Collins stated applications were being turned in for Jack's Family Restaurant and a new food truck.
- Mr. Collins introduced Carly Harper to the board a new Environmentalist. Ms. Harper will be working with Tift, Ben Hill and Irwin counties performing food service inspections.

Announcements

- Courtney stated the consumer or licensed nurse position which is appointed by the city is still vacant and she will be discussing that vacancy further with Mayor Harper.

- Ms. Sheeley stated Ms. Blevins had to resign her position as Consumer Advocate, due to no longer working or residing in Irwin County. Therefore, we now have two vacant positions on this board that we will be working towards filling. No announcements were made.
- Dr. Connor asked if the position that Ms. Blevins held had to be a medical person or nurse.
- Ms. Sheeley stated that no Ms. Blevins position did not have to be a medical person. Further, she stated that she would be in contact with the County Commission to appoint someone to that position as well as the mayor to appoint someone for the vacant city position.

Adjournment

There being no further business or announcements, Dr. Conner adjourned the meeting at 12:25 PM.

Respectfully submitted,

Kerry Billingsley, Board Secretary
Jennifer Story, Typist

**Irwin 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)
Revenue						
456001	County Participating	14,813.00	14,813.00	100.00%	14,813.00	0.00
456004	County Non-Participating	35,187.04	3,024.00	1163.59%	35,187.00	(32,163.00)
995001	Unassigned Fund Balance	0.00	0.00	N/A	2,005.00	(2,005.00)
456024	Restricted Fund Balance - Pr Yr Fees	111,626.32	111,626.00	100.00%	105,000.00	6,626.00
456050	Restricted Fund Balance - Pr Yr Adm Claiming	39,541.13	39,541.00	100.00%	39,541.00	0.00
456040	Intra Agency Transfer - From Annex 750	28,395.00	28,395.00	100.00%	25,606.00	2,789.00
456040	Intra Agency Transfer - From Lowndes GIA	21,953.00	21,953.00	100.00%	19,746.00	2,207.00
456051	Qualifying Local Funds - Interest Income	4,282.75	4,283.00	99.99%	960.00	3,323.00
458001	Grant-In-Aid	241,346.00	241,346.00	100.00%	249,894.00	(8,548.00)
456008	Out-Patient Medicare Fees	61,500.86	0.00	N/A	0.00	0.00
456010	Out-Patient Client Fees	11,837.90	0.00	N/A	0.00	0.00
456016	Private Insurance	32,024.90	0.00	N/A	0.00	0.00
456022	Health Check	5,355.38	0.00	N/A	0.00	0.00
456031	Environmental Fees	18,050.00	0.00	N/A	0.00	0.00
456034	Medicaid - DSPS	8,510.21	0.00	N/A	0.00	0.00
456036	Medicaid PCM	2,032.80	0.00	N/A	0.00	0.00
456049	Current Yr Adm Claiming	45,943.16	0.00	N/A	0.00	0.00
Total Revenue		682,399.45	464,981.00	107.37%	492,752.00	(27,771.00)
Expenses						
511000	Salaries	143,650.82	143,651.00	100.00%	169,198.00	(25,547.00)
513001	Hourly Labor	14,793.71	14,794.00	100.00%	17,402.00	(2,608.00)
514001	FICA	10,464.67	10,465.00	100.00%	12,403.00	(1,938.00)
515001	Retirement	41,846.05	41,846.00	100.00%	53,702.00	(11,856.00)
516000	Health Insurance	41,790.69	41,791.00	100.00%	49,835.00	(8,044.00)
614001	Supplies & Materials	5,267.87	5,268.00	100.00%	20,000.00	(14,732.00)
614018	Pharmaceuticals	116,311.89	116,312.00	100.00%	91,742.00	24,570.00
615001	Repairs & Maintenance	10,948.65	10,949.00	100.00%	4,060.00	6,889.00
617001	Utilities	11,984.22	11,984.00	100.00%	10,200.00	1,784.00
618001	Printing	246.65	247.00	99.86%	525.00	(278.00)
619001	Other Rent	248.67	248.00	100.27%	248.00	0.00
622001	Direct Benefits to Clients	709.38	709.00	100.05%	515.00	194.00
627001	Other Operating	6,729.44	6,729.00	100.01%	3,375.00	3,354.00
633001	Computer Software - Microsoft License Fee	3,189.04	3,189.00	100.00%	1,795.00	1,394.00
640001	Travel	5,430.51	5,431.00	99.99%	3,500.00	1,931.00
645001	Rental of Equipment	2,299.07	2,299.00	100.00%	2,080.00	219.00
651001	Per Diem & Fees	259.97	260.00	99.99%	581.00	(321.00)
653001	Contract - Maintenance Fee - Clinical Software	2,489.35	2,489.00	100.01%	2,585.00	(96.00)
673001	Telecommunications	6,182.31	6,182.00	100.01%	5,650.00	532.00
681001	Postage	0.00	0.00	N/A	830.00	(830.00)
761001	Indirect Costs	40,137.84	40,138.00	100.00%	42,526.00	(2,388.00)
Total Expenses		464,980.80	464,981.00	100.00%	492,752.00	(27,771.00)

<p>Irwin Health Department Budget Summary For Fiscal Year beginning July 1 and ending June 30</p>
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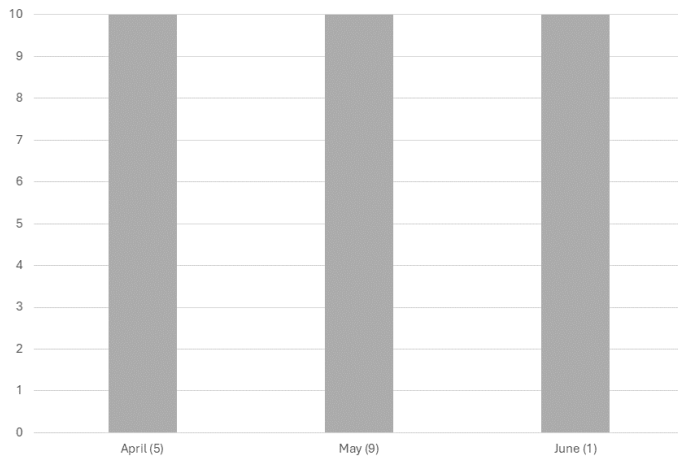
RESOURCES	Proposed FY 2025
County Participating	14,813
County Non-Participating	35,187
Unassigned Fund Balance	2,000
Restricted Fund Balance - Pr Yr Fees	136,295
Restricted Fund Balance - Pr Yr Adm Claiming	41,508
Intra Agency Transfer - From Lowndes	19,746
Intra Agency Transfer - From Annex 750	28,395
Qualifying Local Funds - Interest Income	4,284
Grant-In-Aid	241,346
TOTAL RESOURCES	523,574
EXPENSES	
Salaries	158,301
Hourly	17,402
FICA	11,111
Retirement	48,321
Health Insurance	46,626
Supplies & Materials	12,750
Pharmaceuticals	135,000
Repairs & Maintenance	4,950
Utilities	11,500
Printing	246
Other Rent	245
Direct Benefits to Clients	675
Other Operating	11,500
Computer Software - Microsoft License Fee/Other	5,000
Travel	5,500
Rental of Equipment	2,131
Per Diem and Fees	470
Contract - Maintenance Fee Clinical Software	2,425
Telecommunications	6,500
Postage	250
Indirect Cost	42,671
TOTAL EXPENSES	523,574

Irwin County Health Department Quarterly Customer Feedback

APRIL – JUNE 2024

SUMMARY: The Customer Feedback Report provides insights into customer satisfaction and sentiment for the quarter. Key findings and customer comments are summarized below.

Customer Satisfaction



Customer Service Satisfaction Scale:

10 - Completely Satisfied

1 - Unsatisfied

10%

Customer Comments

“They’re really nice and friendly. They help get what we need in a timely manner. I enjoy coming here.” - Adriana

“The Irwin CHD staff was friendly respectful and polite. They are doing a wonderful job at what they do.” - Terry

“I love coming here. Even though I have to drive ten miles. Love there customer service.” - Brenda

“Great service!” - Jayla

“I personally love this location. I went there last year to get some of the shots for school and have been there ever since. When my doctor can’t get me in and I need certain test done or I need to get STD testing they are fast about give me in and are very friendly.” - R

“Your Health Is Our Purpose”



www.southhealthdistrict.com

How
Are We
Doing?



Scan the QR code above to complete our customer satisfaction questionnaire.

Irwin County Health Department Updates

(April-June 2024)

PROGRAMS	SERVICES	
Immunizations	108	
Family Planning	81	
STI Screening	27	
Skin Testing	34	Increase from last quarter
Other Services (BCCP, PCM & HTN)	31	Increase from last quarter
Child Health	10	
TOTAL SERVICES	291	



Georgia Department of Public Health

Irwin County



Irwin County Environmental Health Update

April - June 2024



Total Permitted Facilities: 27

Facility Inspections

Food Service Inspections	16
Tourist Accommodation Inspections	0
Public Pool Inspections	0
Body Art Inspections	0

Land Use

New System Permits Issued	2
New Installations Inspected	5
Repair Permits Issued	3
Repair Installations Inspected	4
Well Permits Issued	6
Water Samples	3

Other Programs

Animal Bite Investigations	3
Complaint Investigations	1



Irwin County Health Department

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www.southhealthdistrict.com/irwin

Facility Inspections April - June 2024

Facility Name	Score	Grade	Inspection Date
ALTOH Cafe	100	A	04/26/2024
Cafe at Fourth and Cherry	100	A	05/29/2024
Catfish House	96	A	05/21/2024
Chicken Delite	100	A	05/31/2024
Dixie Kitchen	96	A	06/20/2024
Esparza's Mexican Restaurant	91	A	06/20/2024
Hutto's Bar-B-Q & Grill	100	A	05/29/2024
Irwin County Detention Center	100	A	04/11/2024
Irwin County Hospital	100	A	05/31/2024
Lin's Garden	100	A	04/30/2024
Peck's Place	95	A	06/18/2024
Pruitt Health-Ocilla	100	A	04/11/2024
Sissy's Place	100	A	05/24/2024
Sparrow & Lilies Coffee	100	A	05/16/2024
Sparrow & Lilies Coffee	100	A	05/16/2024
Subway	100	A	04/11/2024