

1. Call to Order
2. Introduction/Oath---Stephen Harden-Superintendent (Interim)
3. Public Comments
4. Approval May 15, 2024 Minutes

Motion \_\_\_\_\_

Second\_\_\_\_\_

Approval August 21,2024 Minutes

Motion\_\_\_\_\_

Second\_\_\_\_\_

5. Business

- Financial Updates – Allie Pridgen (Director of Finance)
- Public Health Updates
  - Health Director’s Updates – Mark J. Eanes, MD (Health Director)
  - Babies Can’t Wait – Jessie Judkins, (Early Intervention Coordinator)
  - IT-Brandon Ramella, (MIS/ IT Department Director)

6. Health Department Updates – Layne Harrell, RN

7. Environmental Health Update – Alex Collins, MPH

8. The Jessamine Place—Sandra Sheppard (Director)

9. Announcements

Next Meeting February 19, 2025 @12:00pm  
2025 BOH schedule included in packet

10. Adjournment

Thankful, Grateful, and Blessed





# 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 Meeting

Informational Purposes Only

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

## Members Present

Daniel Cowan, Chairman  
Heath Parrish, Vice-Chairman  
Mayor Jason Holt

## Members Absent

Dawn Clements  
Thelma Graham, Secretary  
  
Susan Smith  
Tolisa Smith

## Others Present

Dwain Butler  
Karen Harrison  
  
Lauren Robinson  
Crumesha Johnson  
Layne Harrell  
Alex Collins  
Sandra Sheppard, TJP  
Nikki Payne, TJP  
Julie Parker

## Call to Order

Mr. Daniel Cowan called the meeting to order at 12:01 PM.

## Introductions

There were no introductions.

## Financing Health in Georgia BOH Video / Lunch

A video was presented for the board to watch on Financing Public Health in Georgia.

## Public Comments

There were no public comments.

## Approval of May 15, 2024, Minutes

A quorum was not available to vote on the approval of the May 15, 2024, Minutes. We will table it until our November meeting.

## Business

### Financial Updates – Crumesha Johnson (Budget Supervisor)

- Ms. Johnson reviewed the Revenue and Expense Summary for July 1, 2023 through June 30, 2024. She stated the Full Budget decreased by 7419.00 from the Original Budget. Also, Mayor Holt noted the County Non-Participating showed a decrease of funds needed to balance the budget of 18,949.00.
- Ms. Johnson noted the staffing updates included 2 RN's (1 FT, 1 PT), 1 LPN, 2 Admin, 1 Environmental split between Ben Hill and Irwin.

### Public Health Updates

#### Health Director's Updates – Dwain Butler (Deputy Health Director)

- Mr. Dwain Butler stated the Berrien County Health Department had a phenomenal year in collecting fees.

- Mr. Butler informed the Board of the Customer Survey Satisfaction Report that will be included in future meetings. The clients will be given a survey card with a QR code on it to scan and give reviews of the services they received.
- Mr. Butler stated that Covid testing, and vaccination were at a decrease.
- Mr. Butler discussed with the board on the THC cards that are available with a written prescription from their physician. Once applied for and granted the State of Georgia will mail to clients with a physical address. Anyone with a PO Box will have to pick up at their local health department.
- Mr. Butler informed the Board of Measles outbreak in the Atlanta area.
- Mr. Butler informed the board of a new Prenatal Program Dr. Eanes would like to start through Public Health. There are only two hospitals in our District, Tifton and Valdosta, who are delivering babies with OB services. SGMC had 120 ladies who came through the ER in labor last year with no prenatal care.

### **Emergency Preparedness – Lauren Robinson (B.S.Ed. GA-ACEM, EMHP)**

- Ms. Robinson gave an overview on what EP was about and the services they provide. The program is federally funded along with 2 grants from Health and Human Services which support Public Health Emergency Preparedness and Healthcare Emergency Preparedness.
- Ms. Robinson stated EP is here to support the local Public Health workforce and to prepare and be able to respond to any public health disaster that may occur through planning, training, exercises and drills. Events we may have could include bioterrorism or infectious disease, such as, covid or bird flu. Ms. Robinson informed the Board of the Region-L Healthcare Coalition which pulls together partners from 9 counties. Partners in Ben Hill County include The Jessamine Place, Dorminy Medical Center, Pruitt Health and Life Care Center.
- Ms. Robinson noted EP supports our local Health Department with equipment and resources, including a cargo trailer that contains EP supplies which allows the Department to quickly set up a drive thru point of distribution allowing testing and vaccinations, etc.
- Ms. Robinson stated EP funds were used to install the Tristar Generator Docking Station on this building for extended power outages, EP has purchased Wi-Fi laptops for Nurse Managers, Southern Linc push to talk radio and a Star Link antenna.
- Mayor Jason Holt publicly thanked Ambreshia Allen for her work in helping the city along with their EMS partners in getting Narcan for all public buildings.

### **Health Department Updates – Layne Harrell, RN**

- Ms. Harrell reviewed the Ben Hill County Health Department Updates from April – June 2024.
- Ms. Harrell noted the No Fee STD clinic was a success with another scheduled for September.

- Ms. Harrell informed the Board of the Back to School Bash in July where the Health Department provided eye, ear, dental, nutrition screenings and immunizations. The Health Department partnered with Hope Harmon who provided over 600 book bags with school supplies and resources for the children.
- Ms. Harrell stated the clinic is getting ready to send out the new School Flu forms which are electronic this year.
- Ms. Harrell informed the Board on the closing of Dr. Okafo's practice. Ms. Harrell stated Dr. Okafo spoke with Dr. Eanes, and our Women's Health Coordinator by helping to send a Family Planning Nurse Practitioner weekly to help compensate with the requests for Family Planning care.
- **Environmental Health Update – Alex Collins, MPH**
- Mr. Alex Collins reviewed the updates in his report.
- **The Jessamine Place – Sandra Sheppard (Director)**
- Ms. Nikki Payne reviewed The Jessamine Place Budget Analysis for July 2023 through June 2024. She also reviewed the FY25 Projected Budget.
- Ms. Sandra Sheppard gave an overview of the Directors Report.
- Ms. Sheppard shared the results of the Social Security Audit and the Qlarant Review.

### **Announcements**

The next meeting is November 20, 2024.

### **Adjournment**

A motion to adjourn was given by Mr. Daniel Cowan at 12:42 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, 2024 - September 30, 2024**

		% of Budget				
		YTD	Revised Budget	Received/ Expended	Original Budget	Increase/ (Decrease)
<b>Revenue</b>						
456001	County Participating	2,521.50	10,086.00	25.00%	10,086.00	0.00
456004	County Non-Participating	14,853.00	59,412.00	25.00%	59,412.00	0.00
995001	Unassigned Fund Balance	0.00	0.00	N/A	22,330.00	(22,330.00)
456024	Restricted Fund Balance - Pr Yr Fees	207,643.44	207,643.00	100.00%	233,000.00	(25,357.00)
456050	Restricted Fund Balance - Pr Yr Adm Claiming	77,479.43	77,479.00	100.00%	59,097.00	18,382.00
456040	Intra Agency Transfer - From Annex 750	41,284.00	41,284.00	100.00%	41,284.00	0.00
456040	Intra Agency Transfer - From Lowndes GIA	32,046.00	32,046.00	100.00%	32,046.00	0.00
456051	Qualifying Local Funds - Interest Income	1,484.60	5,500.00	26.99%	5,500.00	0.00
458001	Grant-In-Aid	69,020.18	426,265.00	16.19%	379,611.00	46,654.00
456008	Out-Patient Medicare Fees	2,604.88	0.00	N/A	0.00	0.00
456010	Out-Patient Client Fees	6,807.86	0.00	N/A	0.00	0.00
456016	Private Insurance	6,469.20	0.00	N/A	0.00	0.00
456022	Health Check	1,364.83	0.00	N/A	0.00	0.00
456031	Environmental Fees	6,490.00	0.00	N/A	0.00	0.00
456034	Medicaid - DSPS	2,404.41	0.00	N/A	0.00	0.00
456036	Medicaid PCM	290.40	0.00	N/A	0.00	0.00
456049	Current Yr Adm Claiming	0.00	0.00	N/A	0.00	0.00
<b>Total Revenue</b>		<b>472,763.73</b>	<b>859,715.00</b>	<b>49.49%</b>	<b>842,366.00</b>	<b>17,349.00</b>
<b>Expenses</b>						
511000	Salaries	64,844.34	312,941.00	20.72%	330,795.00	(17,854.00)
513001	Hourly Labor	6,539.75	20,326.00	32.17%	18,382.00	1,944.00
514001	FICA	4,699.16	22,942.00	20.48%	24,323.00	(1,381.00)
515001	Retirement	20,308.38	100,659.00	20.18%	107,134.00	(6,475.00)
516000	Health Insurance	19,096.29	92,171.00	20.72%	97,432.00	(5,261.00)
614001	Supplies & Materials	1,249.57	15,246.00	8.20%	3,973.00	11,273.00
614018	Pharmaceuticals	7,711.34	138,041.00	5.59%	117,678.00	20,363.00
615001	Repairs & Maintenance	2,909.27	18,417.00	15.80%	15,141.00	3,276.00
617001	Utilities	2,672.77	8,569.00	31.19%	8,550.00	19.00
618001	Printing	0.00	463.00	0.00%	463.00	0.00
619001	Other Rent	213.00	462.00	46.10%	245.00	217.00
620001	Insurance and Bonding	0.00	956.00	0.00%	712.00	244.00
622001	Direct Benefits to Clients	558.78	7,201.00	7.76%	7,201.00	0.00
627001	Other Operating	4,366.84	13,639.00	32.02%	11,639.00	2,000.00
633001	Computer Software - Microsoft License Fee	0.00	6,243.00	0.00%	3,148.00	3,095.00
640001	Travel	1,923.49	7,254.00	26.52%	4,511.00	2,743.00
645001	Rental of Equipment	738.33	2,986.00	24.73%	2,846.00	140.00
651001	Per Diem & Fees	0.00	743.00	0.00%	743.00	0.00
653001	Contract - Maintenance Fee - Clinical Software	2,813.50	2,963.00	94.95%	3,509.00	(546.00)
673001	Telecommunications	3,465.27	11,826.00	29.30%	9,826.00	2,000.00
681001	Postage	(266.00)	1,337.00	-19.90%	1,337.00	0.00
761001	Indirect Costs	0.00	74,330.00	0.00%	72,778.00	1,552.00
<b>Total Expenses</b>		<b>143,844.08</b>	<b>859,715.00</b>	<b>16.73%</b>	<b>842,366.00</b>	<b>17,349.00</b>

# Ben Hill County Health Department Updates

July – Sept 2024

PROGRAMS	CLIENTS SERVED
Immunizations	257
Family Planning	113
Child Health	40
STI Screening	73
BCCP (Breast & Cervical Cancer Program)	12
Skin Testing	148
Other Services (Hypertension, Adult Health, PrEP & Lab)	54
THC Cards	0
PCM (Perinatal Case Management)	11
Lab Draw Services	3
Total Services	711



# Ben Hill County Environmental Health Update

July-September 2024



*Total Permitted Facilities: 79*

## Facility Inspections

Food Service Inspections	26
Tourist Accommodation Inspections	3
Public Pool Inspections	0
Body Art Inspections	0

## Land Use

New System Permits Issued	8
New Installations Inspected	8
Repair Permits Issued	4
Repair Installations Inspected	4
Well Permits Issued	4
Water Samples	4

## Other Programs

Animal Bite Investigations	3
Complaint Investigations	1



Georgia Department of Public Health



**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 3rd Quarter**

<b>Facility Name</b>	<b>Score</b>	<b>Grade</b>	<b>Inspection Date</b>
Ben Hill County Head Start	100	A	09/13/2024
Burger King #6548	99	A	07/10/2024
Captain D's	99	A	07/31/2024
Dairy Queen of Fitzgerald	100	A	08/07/2024
Domino's Pizza	100	A	07/12/2024
Ellianos Coffee	91	A	07/31/2024
Fred's Mobile Kitchen Express	100	A	09/24/2024
Fred's Mobile Kitchen Express (Base)	100	A	09/24/2024
Huddle House	90	A	07/10/2024
JAYAMBE 2024 LLC	99	A	09/12/2024
JAYAMBE 2024 LLC	100	A	07/03/2024
Kentucky Fried Chicken	97	A	08/09/2024
Little Angel	100	A	09/24/2024
Little Angel Mobile	94	A	09/24/2024
Marie's D & S Appetizers	100	A	07/12/2024
McDonalds	100	A	08/07/2024
Pizza Hut #2954	100	A	07/10/2024
Restaurante El Nopal (base)	100	A	07/12/2024
Restaurante El Nopal (mobile)	100	A	07/12/2024
Subway	100	A	09/06/2024
The Swanhouse Bakery & Cafe	100	A	08/22/2024
Watch Cooking Melissa	100	A	09/24/2024
Watch Cooking Melissa (mobile)	100	A	09/24/2024
Wendy's #5496	100	A	08/07/2024
Your Daily Dose	100	A	08/02/2024
Zaxby's	94	A	07/31/2024
Varai Mata LLC, DBA Fitzgerald Inn	97	A	09/20/2024
Garden Inn & Suites	100	A	09/06/2024
Paulk Park RV Campground	100	A	07/10/2024



# THE JESSAMINE PLACE

## FINANCIAL REPORT - FY '24

*Year to Date: Budget Analysis*  
*Year to Date: Budget Analysis with Full Budget*

*October 24*

**Ben Hill Board of Health  
The Jessamine Place  
Budget Analysis: Year to Date**

**July 2024 - August 2024**

	Selected Period	Budgeted	\$ Difference
<b>Income</b>			
State Grant-In-Aid	\$198,842	\$193,049	\$5,793
Medicaid	\$477,282	\$439,243	\$38,039
Medicaid - SMS	\$5,524	\$5,833	(\$309)
Other Local Funds	\$382	\$367	\$15
Interest Income	\$409	\$367	\$42
GA Rehab	\$0	\$833	(\$833)
<b>Total Income</b>	<b>\$682,439</b>	<b>\$639,692</b>	<b>\$42,747</b>
<b>Expenses</b>			
Salaries - Exempt	\$150,146	\$175,903	(\$25,757)
Salaries - Merit	\$146,238	\$141,756	\$4,483
FICA Expense	\$12,718	\$32,500	(\$19,782)
Retirement	\$41,444	\$38,333	\$3,111
Insurance	\$41,010	\$40,667	\$343
Contracted Services	\$119,044	\$123,333	(\$4,289)
Travel	\$9,771	\$10,000	(\$229)
Inservice	\$646	\$5,000	(\$4,354)
Equipment (Over \$1000.00)	\$0	\$833	(\$833)
Lease Purchase - Equipment	\$853	\$833	\$19
Equipment (Under \$1000.00)	\$1,169	\$1,000	\$169
Equipment Rental	\$164	\$33	\$131
Other Operating	\$1,613	\$1,667	(\$54)
Printing	\$1,162	\$2,500	(\$1,338)
Consultation	\$0	\$833	(\$833)
Office Supplies	\$320	\$833	(\$514)
Dues & Subscriptions	\$12,420	\$5,833	\$6,587
Advertising	\$668	\$1,333	(\$665)
Office Expense/New Emp	\$570	\$833	(\$263)
Office Exp/Misc.	\$414	\$1,667	(\$1,253)
Training Supplies	\$616	\$333	\$282
Maintenance Supplies	\$842	\$833	\$9
Computer Software	\$158	\$4,167	(\$4,009)
Specialized Medical Supplies	\$5,524	\$5,833	(\$309)
Motor Vehicle	\$3,965	\$10,000	(\$6,035)
Food	\$3,655	\$3,333	\$321
Consumers Benefits	\$4,022	\$1,667	\$2,356
Postage	\$0	\$167	(\$167)
Telephone	\$670	\$500	\$170
Utilities	\$3,868	\$3,333	\$535
Property & Equipment Maint	\$5,103	\$4,667	\$436
Rent	\$6,260	\$5,833	\$427
Insurance & Bonding	\$20,543	\$12,500	\$8,043
Unemployment Reimb.	\$0	\$833	(\$833)
<b>Total Expenses</b>	<b>\$595,594</b>	<b>\$639,692</b>	<b>(\$44,098)</b>
<b>Net Income/(Loss)</b>	<b>\$86,845</b>		

**Ben Hill Board of Health**  
**The Jessamine Place**  
**Budget Analysis: Year to Date with Full Budget**

July 2024 - August 2024

	Selected Period	Budgeted	Percent
<b>Income</b>			
State Grant-In-Aid	\$198,842	\$1,158,293	17%
Medicaid	\$477,282	\$2,635,458	18%
Medicaid - SMS	\$5,524	\$35,000	16%
Other Local Funds	\$382	\$2,200	17%
Interest Income	\$409	\$2,200	19%
GA Rehab	\$0	\$5,000	0%
<b>Total Income</b>	<b>\$682,439</b>	<b>\$3,838,151</b>	<b>18%</b>
<b>Expenses</b>			
Salaries - Exempt	\$150,146	\$1,055,417	14%
Salaries - Merit	\$146,238	\$850,534	17%
FICA Expense	\$12,718	\$195,000	7%
Retirement	\$41,444	\$230,000	18%
Insurance	\$41,010	\$244,000	17%
Contracted Services	\$119,044	\$740,000	16%
Travel	\$9,771	\$60,000	16%
Inservice	\$646	\$30,000	2%
Equipment (Over \$1000.00)	\$0	\$5,000	0%
Lease Purchase - Equipment	\$853	\$5,000	17%
Equipment (Under \$1000.00)	\$1,169	\$6,000	19%
Equipment Rental	\$164	\$200	82%
Other Operating	\$1,613	\$10,000	16%
Printing	\$1,162	\$15,000	8%
Consultation	\$0	\$5,000	0%
Office Supplies	\$320	\$5,000	6%
Dues & Subscriptions	\$12,420	\$35,000	35%
Advertising	\$668	\$8,000	8%
Office Expense/New Emp	\$570	\$5,000	11%
Office Exp/Misc.	\$414	\$10,000	4%
Training Supplies	\$616	\$2,000	31%
Maintenance Supplies	\$842	\$5,000	17%
Computer Software	\$158	\$25,000	1%
Specialized Medical Supplies	\$5,524	\$35,000	16%
Motor Vehicle	\$3,965	\$60,000	7%
Food	\$3,655	\$20,000	18%
Consumers Benefits	\$4,022	\$10,000	40%
Postage	\$0	\$1,000	0%
Telephone	\$670	\$3,000	22%
Utilities	\$3,868	\$20,000	19%
Property & Equipment Maint	\$5,103	\$28,000	18%
Rent	\$6,260	\$35,000	18%
Insurance & Bonding	\$20,543	\$75,000	27%
Unemployment Reimb.	\$0	\$5,000	0%
<b>Total Expenses</b>	<b>\$595,594</b>	<b>\$3,838,151</b>	<b>16%</b>
<b>Net Income/(Loss)</b>	<b>\$86,845</b>		

## Director's Report – Report by Sandra Sheppard, Executive Director

### UPDATES

Advisory Board was held on September 18 at noon at the Jessamine Place Educational building.

- Day Services (CA & CLS) was the program spotlight for the September meeting. Pam Freeman and Crystal McCranie shared information on Community Living Supports and Community Access, which help individuals live in their own homes.
- The next meeting will be on Thursday - December 12

### Total Workforce

The agency's total workforce currently consists of 104

- Full-time: 21
- Part-Time: 62
- Contract Workers: 20 - (HHP) 19 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 79, with 44 males and 35 females across seven counties: Ben Hill, Irwin, Wilcox, Coffee, Lowndes, Turner, and Tift.

It is with great sadness that we report that we lost two individuals since our last meeting.

- On Friday, September 13, we lost a precious member of our Jessamine Place family, Ms. Alicia Dawn Zamora, from the CRA (Community Residential Alternative) Department. Alicia had been with The Jessamine Place for almost 24 years, and for the past couple of years, she had been experiencing some extended health issues. Charla Hardin was her Host Home Provider. Charla and her family had opened their home and hearts for the past 17 years, where Alicia enjoyed a full-rich life that included riding horses, boating, and dancing.
- Anytime there is a death in our 24-hour homes, an investigation will be conducted. We have received the final report for Alicia, and the findings revealed some practices that needed to be reinstated after the PHE (Public Health Emergency). We have developed and submitted our Plan of Correction for all findings.
- Then, on Friday, October 18, we lost Robert Fuller. Robert was in the CLS (Community Living Support) department. Robert had been with The Jessamine Place for 26 years, and for the past year, we had been discussing nursing home placement due to some decline in his mobility and health. Robert enjoyed watching television. Some of his favorite shows were All in the Family, Golden Girls, and MASH. Robert liked listening to Gospel music and enjoyed attending community festivals such as the Wild Chicken Festival.
- Both of these individuals were beloved members of The Jessamine Place family and will be truly missed.

### Host Homes Update:

Currently, we provide support to (23) individuals residing in (18) host homes. Four homes with (2) Individuals.



## **Hurricane Helene**

Due to Hurricane Helene, our office was disrupted for one full day, 9/27, but we were fully operational again by the following Monday, 9/30, with no damage to the administrative building. We did have one individual who had some damage to their home. We also had several Host Home Providers who were displaced for only a couple of days after the storm due to power outages. The individuals in our home in Coffee County were displaced for a total of 18 days, but thankfully, they are back in their home and doing well.

## **AUDITS**

### **Healthcare Facility Regulation Division (HFRD)**

- On August 28, 2024, the Healthcare Facility Regulation Division visited the agency to conduct its periodic compliance survey.
- We are very pleased to announce that there were no major findings, just some missing data in our HR records, such as employees' emergency contacts, performance evals, and TB screenings.

## **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:

- August 28: TJP 52<sup>nd</sup> Anniversary – Snow Cone Day
- September 8–14: Direct Support Professional (DSP) Recognition Week
- September 28: TJP was awarded the Community Service Award from the NAACP
- October 7: A Group of staff and people-served volunteered to give out food boxes at the old high school
- October 18: The TJP “Champion of Change” Leadership Retreat was held at Paulk Park Depot. This was a wonderful and much-needed retreat.
  - Our chosen book was “Change is Good... You Go First” by Mac Anderson.
  - Our speaker and facilitator was Mrs. Karen Robertson, the City of Madison's HR director. She did an excellent job, and we will be contacting her again in the future for other events.

## **UPCOMING EVENTS**

- November 28 & 29: TJP office will be closed for the Thanksgiving holiday
- December 12: TJP Christmas Party – Time & Place still in the planning stages

# South Health District, 8-1

## 2025 County Board of Health Meeting Schedule

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BEN HILL	3 <sup>RD</sup> Wednesday	12:00 PM
February	19	
May	21 (Budget Meeting)	
August	20	
November	19	

LOWNDES	4 <sup>TH</sup> Tuesday	12:00 PM
February	25	
May	27 (Budget Meeting)	
August	26	
November	17 (Moved due to Thanksgiving Week)	

BERRIEN	2 <sup>ND</sup> Tuesday	12:30 PM
February	11	
May	13 (Budget Meeting)	
August	12	
November	6 (Moved due to Veteran's Day)	

TIFT	1 <sup>ST</sup> Tuesday	12:30 PM
February	4	
May	6 (Budget Meeting)	
August	5	
November	4	

BROOKS	4 <sup>TH</sup> Wednesday	12:00 PM
February	26	
May	28 (Budget Meeting)	
August	27	
November	13 (Moved due to Thanksgiving Week)	

TURNER	1 <sup>ST</sup> Wednesday	12:00 PM
February	5	
May	7 (Budget Meeting)	
August	6	
November	5	

COOK	3 <sup>RD</sup> Tuesday	12:00 PM
February	18	
May	20 (Budget Meeting)	
August	19	
November	18	

2025 Holiday Schedule	
New Year's Day	January 1
Martin Luther King, Jr.'s Birthday	January 20
State Holiday	April 18
Memorial Day	May 26
Juneteenth	June 19
Independence Day	July 4
Labor Day	September 1
Columbus Day	October 13
Veterans Day	November 11
Thanksgiving Holidays	November 27-28
Christmas Holidays	December 25-26

ECHOLS	3 <sup>RD</sup> Thursday	12:00 PM
February	20	
May	15 (Budget Meeting)	
August	21	
November	20	

IRWIN	2 <sup>ND</sup> Wednesday	12:00 PM
February	12	
May	14 (Budget Meeting)	
August	13	
November	12	

LANIER	4 <sup>TH</sup> Friday	12:00 PM
February	28	
May	23 (Budget Meeting)	
August	22	
November	21	

Meeting packets copied to:

- Mark J. Eanes, MD, MBA
- Dwain Butler
- Lisa Thomas, RN, BSN, MSN
- Karen Harrison
- Nurse Managers/Lead Admin Support Supervisors
- Allie Pridgen
- Chris Calhoun/Environmental Health Specialists
- Courtney Sheeley/Kristin Patten
- Diversified Enterprises (Tift)
- The Jessamine Place (Ben Hill)

*Updated September 9, 2024/ Karen Harrison*

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](http://www.southhealthdistrict.com).