

The Fayette County Board of Health met on Tuesday, April 15, 2014 in the Public Meeting Room of the Fayette County Administrative Complex, 140 Stonewall Avenue, Fayetteville, Georgia.

Board of Health Members Present:

Joseph Barrow
Thomas Faulkner, MD
Vanessa Fleisch
Lynette Peterson
Lyn Redwood
Michael Strain, MD

Staff Members Present:

Glenda Bryant, RN, MN, FNP
Merle Crowe, BA, CCFO
Dennis Davenport, Attorney
Robert Kurbes

District Members Present:

Duane Fields
Hayla Hall
Wendy LeVan, RN, BSN
Olugbenga Obasanjo, MD
Caroline Powers RD LD
Brigid Smith

CALL TO ORDER: Dr. Strain called the meeting to order at 7:30 AM.

APPROVAL OF MINUTES FROM January 14, 2014: Motion to approve the minutes as written was made by Ms. Peterson, seconded by Ms. Redwood. The minutes were approved with Ms. Redwood recusing herself due to her absence.

OLD/UNFINISHED BUSINESS/ PUBLIC COMMENT:

ENVIRONMENTAL HEALTH (EH) FEE PROPOSAL UPDATE: Mr. Kurbes reported that the final fee recommendation had been sent to board members prior to this meeting for their consideration, and copied to the County Manager. He said that EH fees had not been adjusted since 2007, with the exception of onsite sewage permits. The recommended fees were in line with the fees of surrounding counties and fell about mid-point of those county's fee schedules. He mentioned that the Body Art program artist annual permit did not include a late fee as did all the other programs that require an annual fee. He recommended a \$25 late fee to close that gap. He said that fee increases would not completely cover the cost of providing services but would help. Motion to approve and present the schedule as presented to the BOC was made by Ms. Peterson, seconded by Ms. Redwood. The motion was unanimously approved. The proposed fee schedule will be presented to the Fayette County Board of Commissioners for their consideration, and if approved, become the effective fee schedule. Mr. Kurbes would present the fee proposal to the BOC.

NEW BUSINESS: FISCAL YEAR 2015 BUDGET: Ms. Brigid Smith presented the budget. She discussed each category and clarified that Grant-in-Aid (GIA) reimbursement was in the

fourth year of adjustment, meaning that Fayette County Board of Health's grant amount would increase for the fourth year. She said that each revenue section amount was the same as last year because the final figures would not be known until after the year end audit. Ms. Smith complimented Fayette County Health Department managers on their hard work in increasing revenue. She said that this budget was much better than the previous few years, and that there would be no need to use current year fees, which was the best fiscal way to operate. She mentioned that the fringe amount was very high, over 61%. She said that the budget included the addition of an Environmental Health I position to help fill the gap left by the retirement of a staff member, and a Clerk I position to help with the increasing clerical workload. Motion to approve the budget as presented was made by Dr. Faulkner, seconded by Ms. Redwood. The budget was unanimously approved.

Ms. Smith also presented a budget revision to the current year Family Planning budget. She said that the revision was necessary to bring revenue sent from the District Office in line with the original amount. Motion to approve the revision was made by Ms. Peterson, seconded by Dr. Faulkner. The motion passed unanimously.

STAFF REPORTS: Women, Infants and Children (WIC): Ms. Caroline Powers gave the board a report on WIC numbers (attachment #1). She said visit numbers had declined slightly or remained the same as last quarter. She listed events planned to inform the public of WIC services and to help increase the numbers. She said the number of vendors accepting WIC vouchers had remained the same in Fayette County; vouchers cashed in local grocery stores helped to keep dollars in the county and that was a benefit to the community. She said that March was National Nutrition Month and staff had participated in an activity challenge; they were provided with charts to record each activity, which staff members enjoyed. She reviewed the percentage of children in the area who were above or below normal weight, and said that the goal was to get children within the normal range.

Nursing Report: Ms. Bryant reviewed staff activities for the previous quarter. She notified the board that Fayette County's No Smoking policy had become effective April 1, 2014, meaning that no tobacco products could be used on any county property: not in buildings, on county grounds and or in parks. She mentioned that the winter weather meant that HD staff had opened a shelter in conjunction with Emergency Preparedness staff and Fayette Emergency Management staff at Fayette Middle School and EMA Director Pete Nelms was provided with an opportunity to use his faith based group to help. She said there had been an after action meeting and positive changes would follow from that meeting. One result was that there was a POD trailer placed at the school. She invited the board to attend the next Public Health Assessment meeting at the Chamber of Commerce the following day. She said staff had participated in the *Board of Education Hispanic Outreach Event* at both Oak Grove and Kedron Elementary Schools. These events helped inform the Hispanic population about the services offered at the health department. Staff would also participate in the Department of Family and Children Services (DFCS) *Prevent Child Abuse* event on the 19th.

All health department staff will attend the Point of Distribution (POD) on Thursday, April 17, 2014 at Grace Evangelical Church. That event would be a food distribution POD to distribute food donated from the Atlanta Food Bank through the Real Life Center. She said that Grace Church had been an ongoing event for quite awhile and was extremely well done;

attending would provide staff with an opportunity to observe and learn from their methods. She mentioned the Faith Based Disaster Conference held on February 8, 2014 and that local Public Health and Emergency Management staff participated in that event. Ms. Bryant said she had attended the Georgia Public Health Association (GPHA) conference and that Mr. Barlow had also attended. She plans to participate in the HOPE Walk in LaGrange and challenged everyone to participate. She said the HOPE Walk was a fundraiser for the *Hope for a Day* organization, which provided about \$30,000 annually to the district office. She said that some of those funds were sent to Fayette County to help pay for women's health services, particularly mammograms for women in the forty-plus age category, which was a larger population needing those services that women who were younger. She also mentioned the cost to participate and that she would need donations to participate in the walk. She said she was still mulling over adding a physical health staff member but had not decided if she wanted someone to do community outreach or perhaps an LPN; discussion with district staff would be needed to make that determination.

Environmental Health (EH): Mr. Kurbes said activities were up in all EH categories. He said there were eight new restaurants soon to open, and several more were redecorating while remaining open: all of which required extensive EH oversight. He thought that Pinewood Studios locating in this area would mean an influx of new restaurants and other upscale type facilities such as upscale bed-and-breakfast or hotel establishments. He said that the Fayette County Commission had adopted the state tourist accommodation regulations *verbatim*, which would guide EH oversight of tourist accommodations. He said that sewage failures were keeping him busy, because systems that were about 30-40 years old were coming to the end of their useful life, and he was very grateful that Seth Woodrow from Lamar County HD was still contracted to take some of that workload. He said for the first time in memory there was a second Onsite Sewage Management (OSSM) Company to pump septic tanks in Fayette County. He said that Kamilah Williams was currently attending her level two OSSM certification class, and when she qualified that would be a big help. He said the pool season was also approaching and would require ramping up of that program. He mentioned that staff continued to work with the injury control program, which was not a mandated program. He commended the school system for its support of that program and discussed the upcoming *GhostOut* event, which would be held at Whitewater High School. He said there would be a vehicle crash scene set up for the students. He mentioned that the FY 2015 Budget included an EH I position, which would help to replace the loss of a recent retiree, Jeff Kilgore. The budget also included funding to contract with Mr. Kilgore to train both the EH I new hire and Ms. Williams, if he was willing. Mr. Kurbes also said there was an item on the budget to hire a clerk to help the current EH secretary, since the workload continued to grow and the Federal *Experience Works* program members were not able to keep up.

Financial: Ms. Brigid Smith updated the board on the current fiscal position of the health department. She commented that the March Revenue Report showed that the financial position was in much better fiscal condition *versus* the past few years and she commended local managers for their hard work in making that happen.

District 4/Public Health: Dr. Obasanjo said that Fayette was leading the way with the Public Health (PH) Needs Assessment currently underway. He said that PH assessments probably would be tied to funding in the future and that all other counties in District IV would be

required to do an assessment. He hoped to learn from Fayette's assessment and apply lessons learned to other county's assessments when those were done. He said that assessments were required for Public Health accreditation and that all twelve assessments must be done within a five year period. He mentioned that training was available for BOH members at the GPHA conference, and that Mr. Barlow had attended that training. He encouraged all the board members to take advantage of that opportunity next year. He said that he had hosted a dinner for all BOH members in District IV the evening before the conference and that fifteen members had attended. He said that BOH members attending GPHA helped to drive the GPHA agenda. He mentioned that the past January there had been a district-wide Employee Health and Wellness meeting and staff members had been recognized for accomplishments at that meeting. He encouraged managers to submit nominations for recognitions for their staff at the meeting next year, set for the Friday before Martin Luther King Jr. Day, January 16, 2015; he plans to keep board members updated during the year. He discussed county health rankings, stating that Fayette County was second which was good, and asked for input as to what could be done to get Fayette County back to number one. He asked board members to give input on how to improve the health of the population. He showed a short video titled "*Georgia Shape.*" The video was created for the *Power of Thirty* program, which encourages school students to be more active during the day (attachment #2). The *Power of Thirty* program has been implemented in Carroll County School System and the students really seem to enjoy it. Although this program is not currently in use in Fayette County schools, Dr. Barrow said it was being considered, in addition to the programs currently in place.

In considering the next regularly scheduled BOH meeting, the board felt the meeting should be rescheduled, so motion was made to reschedule the July 8, 2014 meeting to the following Tuesday, July 15, 2014 by Ms. Peterson, seconded by Ms. Redwood. The motion passed unanimously.

ADJOURNMENT: Motion to adjourn was made by Ms. Peterson, seconded by Dr. Barrow. The motion carried unanimously. The meeting was adjourned at 8:38 AM.

Michael Strain, MD Chair

Submitted by: Merle Crowe, BA, CCFO