

The Fayette County Board of Health met on Tuesday, January 14, 2014 in the Public Meeting Room of the Fayette County Administrative Complex, 140 Stonewall Avenue, Fayetteville, Georgia.

**Board of Health Members Present:**

David Barlow  
Joseph Barrow  
Thomas Faulkner, MD  
Vanessa Fleisch  
Lynette Peterson  
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  
Wendy LeVan, RN, BSN  
Olugbenga Obasanjo, MD  
Caroline Powers RD LD  
Cassie Sager  
Brigid Smith

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

**APPROVAL OF MINUTES FROM OCTOBER 8, 2013:** Motion to approve the minutes as written with one minor correction was made by Ms. Peterson, seconded by Dr. Barrow. The minutes were unanimously approved.

**OLD/UNFINISHED BUSINESS/ PUBLIC COMMENT: COUNTY NEEDS ASSESSMENT:** Ms. Sager presented the board with a PowerPoint presentation titled "Fayette Leading the Way," showing the *Mobilizing for Action through Planning and Partnerships* (MAPP) process that she and Ms. Bryant were working on. She explained that this process was a community-driven process. It would be not just an assessment process, not just a planning process, and not just an agency process; it would be a long-term system wide paradigm shift. MAPP would be a tool to engage the community in developing strategies that address *Live Healthy Fayette* goals. MAPP would have six phases; be a framework; provide guidance, structure and best practices for developing a healthy community. The goals were to build commitment, engage participants, use participants' time well, and result in a plan that could be successfully implemented. There would be four assessments in order to get a clear picture of the community and its needs. The initial meetings had been held, and had excellent partner participation. Ms. Sager invited the board to attend the next meeting on January 28, 2014, which would last from 10:00 AM to 1:00 PM. Ms. Sager said District IV was attempting to achieve accreditation; the MAPP process was unique and was accepted as part of that process. Ms. Sager and Ms. Bryant plan to continue with the process and it was planned to be complete within the next six months.

**ENVIRONMENTAL HEALTH (EH) FEE PROPOSAL UPDATE:** Mr. Kurbes reported that he was following up on the work to adjust the EH fee schedule began by Mr. Fehr before his retirement. He said he had checked with several surrounding counties per the board's request to compare their fees to those of Fayette County EH fees. He found that Fayette EH fees generally fell in mid-range of the fees of those counties: some fees were higher, some were lower. He made several recommendations, and offered to provide the board with a formal proposal or wish list at the April meeting. The board felt that the recommended fee increases were not out of line and requested that Mr. Kurbes bring a proposal with listed increases for their consideration next meeting. Mr. Kurbes agreed, and said he would send the wish list to the board by the end of this month so the board would have time to consider it before the meeting. He mentioned that permit application numbers were ahead of those at the same time last year. He felt that building was in a recovery mode, and expected the upward trend to continue for the foreseeable future.

**STAFF REPORTS: Women, Infants and Children (WIC):** Ms. Caroline Powers gave the board a report on WIC numbers (attachment #1). She said that there were now thirteen vendors in Fayette County that accept WIC vouchers, which would mean more capital injected into the community. There will be new nutrition classes offered by the Fayette WIC clinic titled "Cooking Matters." This class will be hands-on for young mothers, who often do not know how to prepare healthy meals for their children. The class will show participants how to prepare meals in an electric skillet, showing that it is possible to prepare meals without having access to a kitchen, and each month a skillet would be raffled off. She mentioned that recently social media pages had been set up through the district webpage; both a Facebook page and a Twitter account, and she urged the board to access those pages.

**Nursing Report:** Ms. Bryant presented the board with staff activities for the previous quarter. She said that staff had participated in APPLES and flu clinics in local schools, and 716 immunizations were given to students and school staff. Ms. Bryant said they had participated in the Teen Moms class at Piedmont Fayette in November. She serves on the board of *Live Healthy Fayette*, a committee with a goal of reducing obesity and promoting healthy eating in the community, and which came about as a result of the Fayette Piedmont hospital assessment. She serves on the Head Start steering committee, and taught a class on proper use of an EPI pen to Head Start staff, since that program was required to have EPI pens in the classroom. Ms. Bryant also taught the proper use of a Nebulizer unit for treatment of asthma. She mentioned that there was a Point of Distribution (POD) exercise planned in conjunction with Grace Evangelical Church sometime this Spring. That church does a monthly food distribution process and doing a POD exercise with Grace would meet the requirement of one POD exercise required by the Georgia Emergency Management Agency (GEMA) and FEMA for this year. There would also be an exercise with the faith-based community through the Fayette Emergency Agency (EMA) (attachment #2), and maybe to set up a closed POD with the Fayette County Board of Education (FCBOE) if that could be arranged. If a closed POD was in place at FCBOE it would mean that in the event of a disaster FCBOE staff members and their families would receive medication at that POD instead of with the general public PODs. Ms. Bryant also served on the Alcohol Awareness Committee meeting on January 16, 2014, the goal of which was to raise awareness of alcohol abuse. She said she was also active in the Family Connection branch of Fayette County, FACTOR; and hopes to be involved in back-to-school events next year. This was a very busy quarter.

**Environmental Health (EH):** Mr. Kurbes said EH activities were about equal to or above the same time last year, even though there was one less staff member due to Mr. Fehr's retirement. He regretted to report that for the first time ever, the department did not meet minimum state requirements for restaurant inspections. Some adjustments have been made and he felt that EH was back on track to meet requirements this year. He reported on other activities as well, and felt that the increased septic permit applications indicated economic recovery, and was heartened to see that EH fees were up *versus* this time last year.

He mentioned that the contract with Lamar County Health Department meant that the individual who comes once a week was able to help EH staff catch up on sewage permit applications. He said that Jeff Kilgore was going to retire at the end of this month, meaning the loss of his thirty-four years of extensive experience. The board was invited to attend Jeff's retirement celebration on the 31<sup>st</sup>. Kamilah Williams had been hired and would need time to complete her training which was on track and ongoing, but it might be June or July before she was up to par. A couple of years ago Mr. Fehr was able to obtain two support staff individuals through the "Experience Works" program, but their hours had recently been reduced. Mr. Kurbes will monitor that situation and adjust as necessary. He said that recently enforcement authority had been reinstated to EH and that would make dealing with septic failures easier as time goes on. Mr. Barlow suggested that Mr. Kurbes check with the county to see if their recently compiled list of potential volunteers might serve to relieve the situation with EH support staff. Mr. Barlow felt that the list included quite a few very qualified and skilled individuals. Mr. Kurbes said there were state requirements or certifications for anyone in that department but that he would follow up.

**Financial:** Ms. Brigid Smith updated the board on the current fiscal position of the health department, which was in much better fiscal condition *versus* last year. She mentioned that funding had been received from the district office to support some salary costs, and to provide a new refrigerator for the pharmacy. She presented a budget revision to bring numbers in line with the estimated numbers on the original 2014 budget. She mentioned that both this year and last year it had not been necessary to use current year fees, which was the most responsible fiscal policy. Motion was made to approve the revision by Dr. Barrow, seconded by Mr. Barlow. The motion passed unanimously.

**District 4/Public Health:** Dr. Obasanjo mentioned that the MAPP project was an integral part of the accreditation process, and since Ms. Sager had done such a good job, Fayette's MAPP would probably be used as an example. He asked the board to support her efforts. He said three more health departments had been accredited. He mentioned the handout (Attachment #3) given to the board, and that could be scanned to allow access to social media. He asked that the Facebook page be "liked." He covered the boosting process on Facebook, and what an enormous response there was when flu shots offered was boosted. He encouraged the board to participate in the Georgia Public Health Association (GPHA) conference board member training for Monday and Tuesday, March 10<sup>th</sup> and 11<sup>th</sup>. He said that all their costs would be covered, including transportation. Mr. Barlow plans to attend. He said that if a board member would like to attend, they should check in Sunday, to avoid Monday traffic, and there was a social event planned for Sunday evening. Perhaps if many board members attended, Sunday evening could become a district wide board of health

**meeting. That would allow district wide direction to be set. He felt that this would be a wonderful opportunity for board members to learn about public health.**

**Dr. Obasanjo said the district newsletter would be out this week, with a theme of health and wellness. He encouraged the board to read the newsletter and submit their own stories. The district-wide Wellness Meeting will be this month in Newnan. Every member Fayette County Health Department and all of District IV would be there. The board was invited to attend this working event. He said that flu illness was still prevalent and encouraged everyone to be immunized, especially since all the nine confirmed deaths were not children and elderly as was the usual case, but were young adults. He thought the reported number of nine deaths was too low; that there had probably been many more, perhaps even multiples of nine. He mentioned an article in NACCHO that hypothesized that the Affordable Care Act might mean the loss of revenue to health departments. He felt public health did an excellent job of providing services, but needed help with billing. In order to help that effort District IV had recently been switched to an kind of Electronic Medical Record System; not so much for the medical records part, but to make billing more efficient. Eventually the medical records section would be ramped up as well, and possibly become the state-wide standard. Dr. Obasanjo said that the state could not legally require a district to implement this system, but could and did offer a central repository of knowledge that could be accessed by districts, which provided needed knowledge and solutions.**

**ADJOURNMENT: Motion to adjourn was made by Ms. Peterson, seconded by Dr. Barrow. The motion carried unanimously. The meeting was adjourned at 8:55 AM.**

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**Michael Strain, MD Chair**

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**Submitted by: Merle Crowe, BA, CCFO**