

**BERRIEN COUNTY BOARD OF HEALTH**

**Agenda**

**October 13, 2020 | 12:30 PM**

**VIA TELEPHONE CONFERENCE**

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**Telephone Number: 1-866-809-6529**

**Access Code: 669111#**

**Please plan to call in five minutes prior to the meeting.**

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1. Call to Order
2. Public Comments
3. Approval of June 9, 2020 Minutes (**Page 3**)
4. Business
  - Financial Information – Teresa Giles
    - Revenue and Expense Summary (**Page 5**)
  - Public Health Updates – William R. Grow, MD, FACP
    - COVID-19 Update
    - FY2021 Board of Health Meeting Schedule (**Page 7**)
      - Final Draft E-Mailed To All Boards of Health
      - In-Person Meetings Begin In January Unless Otherwise Notified
5. Berrien County Health Department Update – Dana Watson, RN (**Page 9**)
6. Environmental Health Report – Lee Meeks
  - Environmental Health Activity Report (**Page 11**)
7. Announcements
8. Adjournment

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**Upcoming 2021 Board of Health Meeting Dates**

**These meetings will be in-person unless otherwise notified. Lunch will be provided.**

- **January 12, 2021**
  - **April 13, 2021**
  - **June 8, 2021 – BUDGET MEETING**
  - **October 12, 2021 – 2<sup>ND</sup> TUESDAY**
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**Berrien County Board of Health**  
**MINUTES | BUDGET MEETING**  
**June 9, 2020 | 12:30 PM**

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The Berrien County Board of Health met by conference call at 12:30 p.m. on Tuesday, June 9, 2020.

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<u>Members Present</u>	<u>Members Absent</u>	<u>Others Present</u>
Dr. William Nash, Chairman Jimmy Parker, Vice-Chairman Mayor Taylor Scarbrough Robin Marcum Judge Christina Allen	Deree Nix, Secretary Cassandra McCoy	Dr. William Grow Dwain Butler Teresa Giles Patrina Bowles Dana Watson Lee Meeks Debbie Tomlinson

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**Call to Order**

Dr. William Nash called the meeting to order at 12:30 p.m.

**Public Comments**

- There were no public comments.

**Approval of April 14, 2020 Minutes (Attachment)**

- Mayor Scarbrough made a motion to approve the April 14, 2020 minutes as presented. Judge Allen seconded the motion. All were in favor and the motion passed.

**Business**

**Financial Information – Teresa Giles (Attachment)**

**Berrien County Health Department FY2021 Budget**

- Ms. Giles presented the Berrien County Health Department’s FY2021 Budget.
- The next fiscal year’s budget will total \$455,680. The health department is projected to use \$42,686 of the unassigned fund balance; however, Ms. Giles indicated the entire amount may not be used.
- The Grant-in-Aid allotment is estimated at \$198,184 which includes an 11% reduction. There is an extensive decrease in fees due to the cut-back in essential services due to COVID-19. Dr. Grow added that health departments are moving toward transitioning back to offering full services.
- Ms. Marcum made a motion to approve the Berrien County Health Department’s FY2021 Budget as presented. The motion was seconded by Mr. Parker. All were in favor and the motion passed.

**Public Health Update – William Grow, MD, FACP (Attachment)**

- Dr. Grow provided an update on COVID-19. There are currently 1,364 COVID-19 cases in the district. As of May 21, 2020, there were 25 positive cases in Berrien County, with an 18% positivity rate. As of June 9, 2020, there are 58 positive cases and a 29% positivity rate.
- There has been a decrease in the amount of morbidity and mortality rates in the district since the beginning. Dr. Grow noted he is hopeful this is a good sign.
- There has been a significant diminishment of services in Berrien, which has resulted in the decrease in fees. In spite of that, Berrien’s budget is in good shape.
- Dr. Grow informed the Board sanitizing measures are still being emphasized. Social distancing and wearing masks in public places are encouraged. One death was reported in Berrien; however, that was incorrect. A press release was sent out correcting that information. There have been no COVID-related deaths in Berrien as of June 9, 2020.

**Health Department Update – Dana Watson, RN (Attachment)**

- Ms. Watson provided a Specimen Point of Collection (SPOC) update for the Berrien County Health Department, which began April 28, 2020. Testing is conducted Wednesday and Thursday of each week.
- To date, 200 have been tested with 191 of those tested were negative and nine were positive.
- Essential services are being provided Monday, Tuesday and Friday of each week.

**Environmental Update – Lee Meeks (Attachments)**

- Mr. Meeks provided Berrien’s environmental health report since the last meeting.
- Environmental health has been busy providing assistance with scheduling at the SPOC and entering data into the State Electronic Notifiable Disease Surveillance System (SENDSS). Environmental health is also assisting with entering data into the IPSUM lab portal while nurses are testing at the SPOC.

**Announcements**

- Dr. Nash announced the October 13, 2020 meeting at 12:30 p.m.

**Adjournment**

There being no further business, Mayor Scarbrough made a motion to adjourn. The motion was seconded by Mr. Parker. All approved and the meeting was adjourned at 1:10 p.m.

Respectfully submitted,

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Deree Nix, Secretary  
Debbie Tomlinson, Typist

**Berrien County Board of Health  
Revenue and Expense Summary  
July 1, 2020 - September 30, 2020**

		YTD	Revised Budget	% of Budget Received/ Expended
<b>Revenue</b>				
456001	County Participating	6,930.00	27,720.00	25.00%
456004	County Non-Participating	12,195.00	48,780.00	25.00%
456024	Restricted Fund Balance - Pr Yr Fees	85,159.00	85,159.00	100.00%
456050	Restricted Fund Balance - Pr Yr Adm Claiming	32,864.00	32,864.00	100.00%
456040	Intra Agency Transfer - From Lowndes GIA	20,950.00	20,950.00	100.00%
456051	Qualifying Local Funds - Interest Income	128.38	800.00	16.05%
458001	Grant-In-Aid	45,680.36	251,242.00	18.18%
456008	Out-Patient Medicare Fees	576.12	0.00	N/A
456010	Out-Patient Client Fees	2,965.59	0.00	N/A
456016	Private Insurance	3,275.83	0.00	N/A
456022	Health Check	515.09	0.00	N/A
456031	Environmental Fees	13,200.00	0.00	N/A
456034	Medicaid - DSPS	727.82	0.00	N/A
456036	Medicaid PCM	653.40	0.00	N/A
456049	Current Yr Adm Claiming	9,184.39	0.00	N/A
<b>Total Revenue</b>		<b>235,004.98</b>	<b>467,515.00</b>	<b>43.62%</b>
<b>Expenses</b>				
511001	Salaries	47,838.08	194,731.00	24.57%
514001	FICA	3,473.32	14,159.00	24.53%
515001	Retirement	11,558.28	47,044.00	24.57%
516001	Health Insurance	14,090.26	57,356.00	24.57%
614001	Supplies & Materials	2,618.71	12,000.00	21.82%
614018	Pharmaceuticals	2,034.70	30,000.00	6.78%
615001	Repairs & Maintenance	671.44	15,000.00	4.48%
617001	Utilities	3,672.03	13,500.00	27.20%
618001	Printing	163.50	2,500.00	6.54%
619001	Other Rent	0.00	288.00	0.00%
622001	Direct Benefits to Clients	1,769.01	4,100.00	43.15%
627001	Other Operating	509.36	2,900.00	17.56%
633001	Computer Software - Microsoft License Fee	0.00	1,335.00	0.00%
640001	Travel	1,897.45	9,000.00	21.08%
645001	Rental of Equipment	640.02	2,560.00	25.00%
646001	Equipment Under \$5,000	0.00	7,519.00	0.00%
651001	Per Diem & Fees	18.70	500.00	3.74%
653001	Contract - Maintenance Fee Clinical Software	2,236.40	2,236.00	100.02%
673001	Telecommunications	1,983.43	7,920.00	25.04%
681001	Postage	-98.79	2,500.00	-3.95%
761001	Indirect Cost	0.00	40,367.00	0.00%
<b>Total Expenses</b>		<b>95,075.90</b>	<b>467,515.00</b>	<b>20.34%</b>

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# SOUTH HEALTH DISTRICT 8-1 2021 County Board of Health Meeting Schedule

BEN HILL		3 <sup>RD</sup> WEDNESDAY	12:00 PM
March	17		
*June	16 (Budget Meeting)		
September	15		
December	15		

LANIER		4 <sup>TH</sup> FRIDAY	12:00 PM
March	26		
*June	25 (Budget Meeting)		
September	24		
+December	17 (3 <sup>RD</sup> Friday)		

BERRIEN		2 <sup>ND</sup> TUESDAY	12:30 PM
January	12		
April	13		
*June	8 (Budget Meeting)		
October	12 (2 <sup>ND</sup> Tuesday)		

LOWNDES		4 <sup>TH</sup> TUESDAY	7:30 AM
January	26		
March	23		
*May	25 (Budget Meeting)		
September	28		
+November	9 (2 <sup>ND</sup> Tuesday)		

BROOKS		4 <sup>TH</sup> WEDNESDAY	12:00 PM
January	27		
April	28		
*June	23 (Budget Meeting)		
October	27		

TIFT		1 <sup>ST</sup> TUESDAY	1:45 PM
February	2		
April	6		
*June	1 (Budget Meeting)		
August	3		
October	5		
December	7		

COOK		3 <sup>RD</sup> TUESDAY	12:00 PM
January	19		
April	20		
*June	15 (Budget Meeting)		
October	19		

TURNER		4 <sup>TH</sup> WEDNESDAY	12:00 PM
February	24		
*May	26 (Budget Meeting)		
August	25		
+November	17 (3 <sup>RD</sup> Wednesday)		

ECHOLS		3 <sup>RD</sup> TUESDAY	12:00 PM
February	16		
*May	18 (Budget Meeting)		
August	17		
November	16		

Some meetings may have been changed from their regularly scheduled date to accommodate holidays, scheduling conflicts, etc. These dates are subject to change.

**GPHA – May 5-7, 2021 (Jekyll Island)**  
Legislative Breakfast Dates/Time/Locations:  
To Be Determined

IRWIN		2 <sup>ND</sup> WEDNESDAY	12:00 PM
January	13		
April	14		
*June	2 (Budget Meeting)		
October	13		

### 2021 HOLIDAY SCHEDULE

The District Office, Health Departments, and Program Offices will be closed the following holidays:

- January 1, 2021 – New Year’s Day
- January 18, 2021 – Martin Luther King, Jr.’s Birthday
- April 2, 2021 – State Holiday
- May 31, 2021 – Memorial Day
- July 5, 2021 – Independence Day
- September 6, 2021 – Labor Day
- October 11, 2021 – Columbus Day
- November 11, 2021 – Veteran’s Day
- November 25-26, 2021 – Thanksgiving
- December 23-24, 2021 – Christmas

C: William R. Grow, MD, FACP  
Dwain Butler  
Lisa Thomas, RN, BSN, MSN  
CHDs (CNMs, Lead Secretaries)  
Teresa Giles / Sherrie White  
Chris Calhoun / County Environmentalists  
Courtney Sheeley / Kristin Patten  
Diversified Enterprises  
The Jessamine Place

Note: \* - Budget Meetings  
+ - Meeting Date Changes





**BERRIEN COUNTY HEALTH DEPARTMENT  
COUNTY NURSE MANAGER'S UPDATE  
DANA WATSON, RN**

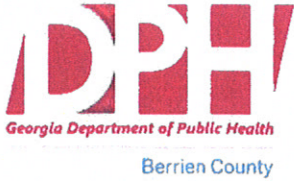
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OCTOBER 13, 2020

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- Health Department Services/Activities
  - COVID-19 screening continues.
  
- School Flu Update
  - Completed
    - October 6, 2020 – Berrien County High
  - Scheduled
    - October 15, 2020 – Berrien County Middle
    - October 21, 2020 – Board of Education, Staff, Bus Drivers and the Academy
    - October 22, 2020 – Berrien County Elementary
    - October 27, 2020 – Berrien County Primary





**Berrien County Health Department**  
600A South Jefferson St. • PO Box 275 • Nashville, Georgia 31639  
Phone: (229) 686-5411 • Fax (229) 686-9015  
[www.southhealthdistrict.com/berrien](http://www.southhealthdistrict.com/berrien)

## **Environmental Health Activities 6/10/20 Through 10/9/20**

### **Permitted Facilities:**

- 41 Food Service Establishments
- 2 Tourist Accommodation

### **Activities:**

- 21 Food Service Inspections
- 22 Site Evaluations for Septic Systems
- 22 Septic System Permits Issued (21 New/ 1 Repairs)
- 20 Septic Installation Inspections
- 4 Existing Septic System Evaluations
- 14 Water Samples Collected and Evaluated
- 21 New Well Permits Issued
- 2 Tourist Accommodation Inspections

## Inspections Report

### Food Facility Inspections (21 Total)

Permit #	Permit Issue Date	Facility Name	Address	County	Purpose	Score	Grade	Inspection Date	Inspector
FSP-010-000016	02/14/2001	<u>Berrien Head Start</u>	204 HAZEL AVE NASHVILLE, GA 31639	Berrien	Routine	100	A	10/02/2020	John Meeks
FSP-010-000016	02/14/2001	<u>Berrien Head Start</u>	204 HAZEL AVE NASHVILLE, GA 31639	Berrien	Routine	100	A	06/16/2020	John Meeks
FSP-010-000029	03/27/2013	<u>Berrien Nursing Center</u>	405 LAUREL ST NASHVILLE, GA 31639	Berrien	Routine	97	A	06/16/2020	John Meeks
FSP-010-000105	02/14/2001	<u>Berrien Senior Center</u>	204 HAZEL AVE NASHVILLE, GA 31639	Berrien	Routine	100	A	10/02/2020	John Meeks
FSP-010-000104	08/28/2020	<u>Blazin Hog BBQ Express</u>	392 SW RAILROAD ST ALAPAHA, GA 31622	Berrien	Routine	91	A	10/08/2020	John Meeks
FSP-010-000104	08/28/2020	<u>Blazin Hog BBQ Express</u>	392 SW RAILROAD ST ALAPAHA, GA 31622	Berrien	Initial	100	A	08/28/2020	John Meeks
FSP-010-000076	02/20/2019	<u>Daylight Donuts Mobile (Berrien)</u>	406 MAIN ST HAHIRA, GA 31632	Berrien	Routine	100	A	09/11/2020	John Meeks
FSP-010-000050	12/14/2015	<u>Fellowship Home of Nashville</u>	1207 E MCPHERSON AVE NASHVILLE, GA 31639	Berrien	Routine	98	A	06/11/2020	John Meeks
FSP-010-000083	07/02/2020	<u>Five Loaves Restaurant</u>	790 PATTEN AVE RAY CITY, GA 31645	Berrien	Initial	100	A	07/02/2020	John Meeks
FSP-010-000085	05/28/2009	<u>Huddle House</u>	718 S DAVIS STREET NASHVILLE, GA 31639	Berrien	Routine	96	A	09/16/2020	John Meeks
FSP-010-000077	03/08/2019	<u>Jacob's Well</u>	117 E WASHINGTON AVE NASHVILLE, GA 31639	Berrien	Routine	100	A	06/11/2020	John Meeks
FSP-010-000095	05/28/2009	<u>La Puerta Del Sol</u>	704 TIFTON RD NASHVILLE, GA 31639	Berrien	Routine	96	A	06/25/2020	John Meeks
FSP-010-000081	11/20/2019	<u>Marvin's Diner</u>	403 COLLEGE ST NASHVILLE, GA 31639	Berrien	Routine	100	A	09/11/2020	John Meeks
FSP-010-000087	05/28/2009	<u>O'Neal's Country Buffet</u>	201 MCPHERSON AVENUE NASHVILLE, GA 31639	Berrien	Routine	83	B	06/12/2020	John Meeks
FSP-010-000101	05/28/2009	<u>Penfield Christian Home</u>	15320 US HIGHWAY 129 ALAPAHA, GA 31622	Berrien	Routine	97	A	10/08/2020	John Meeks
FSP-010-000032	10/04/2013	<u>Rancho Alegre Mexican Restaurant LLC</u>	100 S JEFFERSON ST NASHVILLE, GA 31639	Berrien	Routine	100	A	06/16/2020	John Meeks
FSP-010-000102	05/28/2009	<u>Ray City Senior Citizen's Center</u>	206 PATTEN AVENUE RAY CITY, GA 31645	Berrien	Routine	96	A	09/04/2020	John Meeks
FSP-010-000088	06/15/2009	<u>Ray's Mill Pond Cafe</u>	875 RAY'S MILL POND ROAD RAY CITY, GA 31645	Berrien	Routine	100	A	06/11/2020	John Meeks
FSP-010-000070	06/21/2018	<u>Subway</u>	707 ADEL RD NASHVILLE, GA 31639	Berrien	Routine	100	A	10/09/2020	John Meeks
FSP-010-000084	07/08/2020	<u>Wire Rack Bakery &amp; Cafe</u>	323 S DAVIS ST NASHVILLE, GA 31639	Berrien	Routine	100	A	09/04/2020	John Meeks
FSP-010-000084	07/08/2020	<u>Wire Rack Bakery &amp; Cafe</u>	323 S DAVIS ST NASHVILLE, GA 31639	Berrien	Initial	100	A	07/08/2020	John Meeks