

BROOKS COUNTY BOARD OF HEALTH

Agenda

March 29, 2022 | 12:00 P.M.

CALL-IN NUMBER: 866-809-6529 | ACCESS CODE: 669111#

1. Call to Order

2. Public Comments

□ Welcome New Board of Health Members

- June Furney – Physician, Dentist or Nurse (If no physician or dentist)**
- Toni Brinson – Consumer Advocate**

3. Election of Officers / Brooks County Board of Health (2022-2024)

- Chairman: Vacant**
- Vice-Chairman: Vacant**
- Secretary: Shelly Kirkendoll**

4. Approval of June 23, 2021 Minutes (Page 3)

5. Business

□ Financial Update – Teresa Giles

- Revenue & Expense Summary (Page 5)**

□ Public Health Updates – William R. Grow, MD, FACP

- COVID-19 Update**
- Georgia Public Health Association – 92nd Annual Meeting and Conference**
 - May 4-6, 2022 / Jekyll Island, Georgia**
- 2022 BoH Meeting Schedule (Page 7)**
 - Includes additional meeting date (August 23, 2022)**
 - i. Vote to amend Brooks County Board of Health By-Laws to include August meeting date to comply with state law.**
 - ii. Vote to allow Board Secretary to call Brooks County Board of Health Meetings to order in the absence of the chairman or vice-chairman should a quorum be established.**
 - Future In-Person Meetings To Be Determined**

6. Nurse Manager's Report – Dana Watson (Page 9)

7. Environmental Health Update – Shannon Walker (Page 11)

8. Announcements

9. Adjournment

REMAINING 2022 BOARD OF HEALTH MEETINGS

- June 22, 2022 – Budget Meeting**
- August 23, 2022**
- October 26, 2022**

2022 HOLIDAY SCHEDULE: ALL HEALTH DEPARTMENTS/PROGRAMS CLOSED

- April 15, 2022**
 - May 30, 2022**
 - June 20, 2022**
 - July 4, 2022**
 - September 5, 2022**
 - October 10, 2022**
 - November 11, 2022 & November 24-25, 2022**
 - December 23, 2022 & December 26, 2022**
-

**BROOKS COUNTY BOARD OF HEALTH
MINUTES | BUDGET MEETING
JUNE 23, 2021**

The Brooks County Board of Health met by conference call on Wednesday, June 23, 2021 at 12:00 P.M.

Members Present

Dr. Telia Cunningham, Chairman
Dr. Nancy Dennard, Vice-Chairman
Shelly Kirkendoll - Secretary
Dr. Rose Marie Horne

Members Absent

Dr. Ricky Rowe
Dr. Vickie Reed
James Maxwell

Others Present

William R. Grow, MD, FACP
Dwain Butler
Patrina Bowles
Teresa Giles
Dana Watson
Amy Taylor
Shannon Walker

Call to Order

- Dr. Cunningham called the meeting to order at 12:03 P.M.

Public Comments

- There were no public comments.

Approval of March 26, 2021 Minutes (Attached)

- The minutes from the March 26, 2021 meeting were approved as amended.

New Business:

Financial Information – Teresa Giles (Attached)

- Ms. Giles presented the Brooks County Health Department's FY2022 Budget.
- No new expenses are anticipated.
- After discussion, Dr. Dennard made a motion to approve the Brooks County Health Department's FY2022 budget as presented. The motion was seconded by Dr. Horne. All were in favor and the motion passed.

Public Health Updates – William R. Grow, MD, FACP

- Dr. Grow provided a overview of the district's COVID-19 update and outlined the health department activities.
- The number of positive cases has improved to approximately one in forty instead of one in twenty tested. Brooks currently has 961 cases reported – two of which were confirmed in the last two weeks. 961 cases in Brooks County, 2 of those confirmed cases were the last 2 weeks which included only 1 per week. Brooks County Health Department has administered 9,936 COVID vaccines. The health department has administered 9,936 vaccinations.
- Dr. Grow summarized CDC guidelines regarding current mask requirements. No mask is required for the fully vaccinated. In larger crowds, it will have to be a personal decision for those vaccinated when in large crowds.

Nurse Manager's Report – Dana Watson, RN (Attached)

- Ms. Watson reported Brooks County Health Department has administered 2,355 Moderna and 55 Janssen vaccines.

- Since there has been a decline in requests for COVID testing, Brooks County is now providing rapid testing Wednesday afternoons from 1:00 PM to 3:00 PM.
- The full-time RN position has been filled and the employee began May 1, 2021.

Environmental Health Update - Shannon Walker (Attached)

- Mr. Walker updated the Board on environmental health activities since the last meeting. All 2021FY inspections have been completed and all food service fees have been collected.
- Brooks County had 2 positive rabies cases reported. One dog bitten which was up to date on all shots and 1 person bitten. The person bitten had to have the rabies shot series.

Announcements

- Dr. Cunningham reminded everyone of the meeting dates for the remainder of the year and asked that they be added to everyone's calendars.
- Dr. Cunningham announced her resignation for the Brooks County Board of Health.

Adjournment

- There being no further business, the meeting was adjourned at approximately 12:25 p.m.

Respectfully Submitted,

Shelly Kirkendoll, Board Secretary
Amy Taylor, Typist

**Brooks County Board of Health
Revenue and Expense Summary
July 1, 2021 - February 28, 2022**

		YTD	Revised Budget	% of Budget Received/ Expended
Revenue				
456001	County Participating	14,967.75	25,659.00	58.33%
456004	County Non-Participating	17,115.56	29,341.00	58.33%
995001	Unassigned Fund Balance	137.00	137.00	100.00%
456006	Municipal - City of Quitman	3,333.36	5,000.00	66.67%
456024	Restricted Fund Balance - Pr Yr Fees	96,112.00	96,112.00	100.00%
456050	Restricted Fund Balance - Pr Yr Adm Claiming	60,530.00	60,530.00	100.00%
456040	Intra Agency Transfer - From Lowndes GIA	20,382.00	20,382.00	100.00%
456040	Intra Agency Transfer - From COVID GIA	6,038.05	6,038.00	100.00%
456051	Qualifying Local Funds - Interest Income	214.90	400.00	53.73%
458001	Grant-In-Aid	156,369.15	245,723.00	63.64%
456008	Out-Patient Medicare Fees	17,070.48	0.00	N/A
456010	Out-Patient Client Fees	8,534.45	0.00	N/A
456016	Private Insurance	8,120.83	0.00	N/A
456022	Health Check	2,165.06	0.00	N/A
456031	Environmental Fees	19,000.00	0.00	N/A
456034	Medicaid - DSPS	2,834.81	0.00	N/A
456036	Medicaid PCM	1,089.00	0.00	N/A
456041	Vital Records Fees	14,315.00	0.00	N/A
456049	Current Yr Adm Claiming	12,490.31	0.00	N/A
Total Revenue		460,819.71	489,322.00	76.68%
Expenses				
511001	Salaries	137,688.51	217,633.00	63.27%
514001	FICA	9,787.28	15,557.00	62.91%
515001	Retirement	33,787.77	53,403.00	63.27%
516001	Health Insurance	41,105.00	64,652.00	63.58%
614001	Supplies & Materials	5,625.53	9,405.00	59.81%
614018	Pharmaceuticals	13,138.71	20,116.00	65.31%
615001	Repairs & Maintenance	8,584.98	19,387.00	44.28%
617001	Utilities	5,750.07	11,723.00	49.05%
618001	Printing	1,289.52	1,500.00	85.97%
619001	Other Rent	92.00	303.00	30.36%
620001	Insurance and Bonding	721.94	722.00	99.99%
622001	Direct Benefits to Clients	1,331.42	1,800.00	73.97%
627001	Other Operating	2,832.40	3,741.00	75.71%
633001	Computer Software - Microsoft License Fee	1,129.39	1,129.00	100.03%
640001	Travel	6,174.66	10,200.00	60.54%
645001	Rental of Equipment	1,634.04	2,752.00	59.38%
651001	Per Diem & Fees	328.18	523.00	62.75%
653001	Contract - Maintenance Fee Clinical Software	2,612.98	2,613.00	100.00%
673001	Telecommunications	6,060.22	9,257.00	65.47%
681001	Postage	771.47	1,204.00	64.08%
761001	Indirect Cost	19,742.99	41,702.00	47.34%
Total Expenses		300,189.06	489,322.00	61.35%

SOUTH HEALTH DISTRICT 8-1

2022 County Board of Health Meeting Schedule

BEN HILL 3 RD WEDNESDAY 12:00 PM		
March	16	
*June	15 (Budget Meeting)	(2 ND Wednesday)
September	21	
+December	14 (2 ND Wednesday)	

LANIER 4 TH FRIDAY 12:00 PM		
March	25	
*June	24 (Budget Meeting)	
September	23	
+December	16 (3 RD Friday)	

BERRIEN 2 ND TUESDAY 12:30 PM		
January	11	
April	12	
*June	14 (Budget Meeting)	
#August	17	
+October	12 (2 ND Wednesday)	

LOWNDES 4 TH TUESDAY 12:00 PM		
January	27 4 TH Thursday)	
March	22	
*May	24 (Budget Meeting)	
September	27	
+November	8 (2 ND Tuesday)	

BROOKS 4 TH WEDNESDAY 12:00 PM		
January	26	
April	27	
*June	22 (Budget Meeting)	
#August	23	
October	26	

TIFT 1 ST TUESDAY 1:45 PM		
February	1	
April	5	
*June	7 (Budget Meeting)	
August	2	
October	4	
December	6	

COOK 3 RD TUESDAY 12:00 PM		
January	19 (3 RD Wednesday)	
April	19	
*June	28 (Budget Meeting)	(4 TH Tuesday)
#August	9	
October	18	

TURNER 4 TH WEDNESDAY 12:00 PM		
February	23	
*May	25 (Budget Meeting)	
August	24	
+November	16 (3 RD Wednesday)	

ECHOLS 3 RD TUESDAY 12:00 PM		
February	15	
*May	17 (Budget Meeting)	
August	16	
November	15	

January – March meetings will be by conference call. A decision will be made in March to either continue virtually or move to in-person meetings.

Some meetings may have been changed from their regularly scheduled date to accommodate holidays, scheduling conflicts, audit requirements, etc. These dates/times may be subject to change.

GPHA – May 4-6, 2022 (Jekyll Island)

Legislative Breakfast Dates/Time/Locations:
To Be Determined

2022 HOLIDAY SCHEDULE

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

<input type="checkbox"/>	January 3, 2022 – New Year's Day
<input type="checkbox"/>	January 17, 2022 – Martin Luther King, Jr.'s Birthday
<input type="checkbox"/>	April 15, 2022 – State Holiday
<input type="checkbox"/>	May 30, 2022 – Memorial Day
<input type="checkbox"/>	June 20, 2022 – Juneteenth
<input type="checkbox"/>	July 4, 2022 – Independence Day
<input type="checkbox"/>	September 5, 2022 – Labor Day
<input type="checkbox"/>	October 10, 2022 – Columbus Day
<input type="checkbox"/>	November 11, 2022 – Veteran's Day
<input type="checkbox"/>	November 24-25, 2022 – Thanksgiving
<input type="checkbox"/>	December 23 & 26, 2022 – Christmas

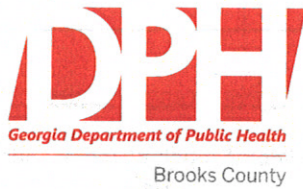
C: William R. Grow, MD, FACP
Dwain Butler
Lisa Thomas, RN, BSN, MSN
CHDs (CNMs, Lead Secretaries)
Teresa Giles / Allie Pridgen
Chris Calhoun / County Environmentalists
Courtney Sheeley / Kristin Patten
Diversified Enterprises
The Jessamine Place

Note: * - Budget Meetings
+ - Meeting Date Changes
- BoH Meeting Requirement (For Audits)

BROOKS COUNTY HEALTH DEPARTMENT UPDATE
DANA WATSON, RN

March 29, 2022

- Health Department Services
 - All services are now provided.
 - COVID testing/vaccinations services are available by appointment.
- Immunization Audits
 - All daycare audits have been completed.
- Tuberculosis Screening
 - Eighteen students in the Health Care Career Path class were tested on-site for their clinicals.
- Staff Update
 - One new registered nurse begins April 1, 2022



Brooks County Health Department

500 East Courtland • PO Box 447 • Quitman, Georgia 31643

Phone: (229) 263-7585 • Fax: (229) 263-5332

www.southhealthdistrict.com/brooks

GEORGIA ENVIRONMENTAL HEALTH REPORT BROOKS COUNTY

FROM: 01/01/22 TO: 03/24/22

FOOD SERVICE:

Routine inspections: 21

Informal inspections/trainings: 0

ON-SITE SEWAGE MANAGEMENT:

Sites evaluated: 35

New permits: 15

Site Built: 6

M. Home: 8

Commercial: 1

Repair permits: 16

Installation inspections: 18

Existing systems evaluated: 1

ANIMAL BITE REPORTS/RABIES:

Bite reports: 8

Rabies positive: 0

WATER SUPPLIES:

Systems evaluated: 14

Permits issued: 9

Bacterial samples: 14

Positive bacterial samples: 3

Inspections Report

Food Facility Inspections (21 Total)

Permit #	Permit Issue Date	Facility Name	Address	County	Purpose	Score	Grade	Inspection Date	Inspector
FSP-014-000057	11/15/2019	<u>Baker's BBQ Plus</u>	807 W SCREVEN ST B QUITMAN, GA 31643	Brooks	Routine	91	A	02/10/2022	Shannon Walker
FSP-014-000058	11/15/2019	<u>Baker's BBQ Plus Mobile</u>	807 W SCREVEN ST B QUITMAN, GA 31643	Brooks	Routine	91	A	02/10/2022	Shannon Walker
FSP-014-000032	08/02/2016	<u>Brooks County Alternative School (Delta)</u>	1081 BARWICK RD QUITMAN, GA 31643	Brooks	Routine	100	A	03/16/2022	Shannon Walker
014-015	08/28/1997	<u>Brooks County Senior Center</u>	1301 N WASHINGTON ST QUITMAN, GA 31643	Brooks	Routine	100	A	01/13/2022	Shannon Walker
014-013	02/27/1997	<u>Head Start</u>	1301 N WASHINGTON ST QUITMAN, GA 31643	Brooks	Routine	95	A	01/13/2022	Shannon Walker
FSP-014-000063	03/01/2021	<u>Hibachi Highway</u>	1701 HOLLOWAY DR QUITMAN, GA 31643	Brooks	Routine	100	A	01/25/2022	Shannon Walker
FSP-014-000064	03/01/2021	<u>Hibachi Highway Mobile Unit</u>	1701 HOLLOWAY DR QUITMAN, GA 31643	Brooks	Routine	100	A	01/25/2022	Shannon Walker
FSP-014-000062	07/09/2020	<u>Kona Ice Mobile (Brooks)</u>	604 PARKER MATHIS DR VALDOSTA, GA 31601	Brooks	Routine	100	A	03/03/2022	Shannon Walker
FSP-014-000018	04/25/2013	<u>McKinnon's Pizza, Wingz & Thingz</u>	16210 HIGHWAY 122 BARNEY, GA 31625	Brooks	Routine	100	A	01/18/2022	Shannon Walker
FSP-014-000018m	04/25/2013	<u>McKinnon's Pizza, Wingz & Thingz</u>	16210 HIGHWAY 122 BARNEY, GA 31625	Brooks	Routine	100	A	01/18/2022	Shannon Walker
014-165	08/15/2001	<u>Miller's Bar-B Que</u>	7970 VALDOSTA HWY MORVEN, GA 31638	Brooks	Routine	100	A	02/17/2022	Shannon Walker
014-148	08/31/1992	<u>North Brooks Elementary School</u>	10295 COFFEE RD MORVEN, GA 31638	Brooks	Routine	100	A	02/14/2022	Shannon Walker
FSP-014-000037	02/24/2017	<u>OMG BBQ</u>	216 S COURT ST QUITMAN, GA 31643	Brooks	Routine	100	A	03/17/2022	Shannon Walker
FSP-014-000055	07/31/2019	<u>Rico's Tacos Mobile (Brooks)</u>	250 N ST. AUGUSTINE RD VALDOSTA, GA 31601	Brooks	Routine	100	A	02/02/2022	Shannon Walker
014-172	06/09/2006	<u>Sister's Place</u>	304 S COURT ST QUITMAN, GA 31643	Brooks	Routine	100	A	03/04/2022	Shannon Walker
FSP-014-000068	06/29/2021	<u>Sister's Place Mobile Unit</u>	304 S COURT ST QUITMAN, GA 31643	Brooks	Routine	100	A	03/04/2022	Shannon Walker
014-011	06/06/1997	<u>Speedy Hot Dogs To Go (Base)</u>	434 CEDAR HILLS DR VALDOSTA, GA 31602	Brooks	Routine	100	A	01/27/2022	Shannon Walker
FSP-014-000070	07/01/2021	<u>Speedy Hot Dogs to Go (Mobile)</u>	434 CEDAR HILLS DR VALDOSTA, GA 31602	Brooks	Routine	100	A	01/27/2022	Shannon Walker
FSP-014-000071	08/09/2021	<u>Tacos on Wheels</u>	7297 MADISON HWY QUITMAN, GA 31643	Brooks	Routine	100	A	01/18/2022	Shannon Walker
FSP-014-000072	08/09/2021	<u>Tacos on Wheels (Mobile Unit)</u>	7297 MADISON HWY QUITMAN, GA 31643	Brooks	Routine	100	A	01/18/2022	Shannon Walker
FSP-014-000074	11/17/2021	<u>Wiregrass Southern Bistro</u>	103 S WASHINGTON ST QUITMAN, GA 31643	Brooks	Routine	100	A	02/02/2022	Shannon Walker

Pool Inspections (2 Total)

Permit #	Permit Issue Date	Facility Name	Address	County	Purpose	Score	Grade	Inspection Date	Inspector
SPP-014-000002	04/01/2020	<u>Boys & Girls Club Activity Pool</u>	2300 WEBSTER RD QUITMAN, GA 31643	Brooks	Permit/Opening	100	N/A	03/15/2022	Shannon Walker
SPP-014-000001	04/01/2020	<u>Boys & Girls Club Main Pool</u>	2300 WEBSTER RD QUITMAN, GA 31643	Brooks	Permit/Opening	100	N/A	02/21/2022	Shannon Walker