

# BROOKS COUNTY BOARD OF HEALTH

## AGENDA

AUGUST 23, 2022 | 12:00 P.M.

1. **Call to Order**

2. **Public Comments**

3. **Approval of June 22, 2022 Minutes (Page 3)**

☐ **Motion**

☐ **Second**

4. **Business**

☐ **Revenue & Expense Summary – Teresa Giles**

☐ **Revenue & Expense Summary (Page 7)**

☐ **Public Health Update – William R. Grow, MD, FACP**

☐ COVID-19 Update

☐ Monkeypox Update

☐ Date Change: Legislative Breakfast – Southern Counties

☐ Friday, November 4, 2022 | 8:30 A.M. / South Health District Office

5. **Nurse Manager's Report – Anna Newsom (Page 9)**

6. **Environmental Health Update – Dwain Butler (Page 11)**

7. **Announcements**

8. **Adjournment**

☐ **Motion**

☐ **Second**

**THIS MEETING WILL BE HELD BY  
CONFERENCE CALL**

**866-809-6529**

**CONFERENCE CODE:**

**669111#**

### **REMAINING 2022 BOARD OF HEALTH MEETINGS**

- ☐ October 26, 2022 (Will be canceled if a quorum can be established during the Legislative Breakfast)
- ☐ Legislative Breakfast – Southern Counties – **NOVEMBER 4, 2022 (DATE CHANGE)**

### **2022 HOLIDAY SCHEDULE: ALL HEALTH DEPARTMENTS/PROGRAMS CLOSED**

- September 5, 2022 (Monday)
- October 10, 2022 (Monday)
- November 11, 2022 & November 24-25, 2022 (Thursday and Friday)
- December 23, 2022 & December 26, 2022 (Friday and Monday)



**BROOKS COUNTY BOARD OF HEALTH  
MINUTES | BUDGET MEETING  
JUNE 22, 2022**

The Brooks County Board of Health met at the USDA/AG Building in Brooks County on Wednesday, June 22, 2022 at 12:00 P.M.

**Members Present**

James Maxwell, Chairman  
Dr. Rose Marie Horne, Vice-Chairman  
Shelly Kirkendoll, Secretary  
Tonie Brinson  
June Furney

**Members Absent**

Dr. Vickie Reed

**Others Present**

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

**Call to Order**

- Mr. Maxwell called the meeting to order at 12:05 p.m. and offered prayer.

**Public Comments**

- There were no public comments.

**Approval of March 29, 2022 Minutes (Attached)**

- Dr. Horne made a motion to approve the minutes from the March 29, 2022 meeting. The motion was seconded by Ms. Brinson. All were in favor and the motion passed.

**New Business:**

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

- Ms. Giles presented the Brooks County Health Department's Revenue and Expense Summary through March 31, 2022. Brooks is three-fourths through this fiscal year's budget. All revenue and expenses are on track.
- The Brooks County Health Department's FY2023 Budget, totaling \$559,647, was presented to the Board. This budget includes the \$5,000 annual salary increases for staff. Additional funds will be sent down from the state to cover the cost of this increase.
- The phone system will be updated at the health department, which will include new lines.
- Ms. Giles informed the Board there were no issues with the presented budget. Mr. Maxwell was also thanked for assisting with additional funding from the county and the city was thanked for the additional \$5,000 support.
- Dr. Grow complimented Brooks staff for having the best fees in the last six years and noted vital records is also a significant source of income.
- Mr. Maxwell proposed inviting the city manager for Quitman to attend future board meetings and the Board would request an increase in the current allocation. Ms. Brinson made the motion to invite the city manager and to request an increase in funding. The motion was seconded by Ms. Brinson. All were in favor and the motion passed.

- Ms. Furney made a motion to approve the Brooks County Health Department's FY2023 Budget as presented. The motion was seconded by Ms. Brinson. All were in favor and the motion passed.

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

- Dr. Grow provided the most current COVID-19 update, noting a slight increase in the number of cases with the BA2 variant of the Omicron strain. There is now a BA3, BA4 and BA5 strain circulating.
- There are currently two counties in Georgia with high and 32 with medium transmission rates. Despite the increase in new and breakthrough cases, most of all deaths have been in the unvaccinated or under vaccinated.
- Approximately 3,439 Brooks residents have been diagnosed with COVID. These numbers are skewed due to the residents being able to test at home.
- Fifty-seven percent of Georgia residents are fully vaccinated, and Brooks residents are at 49%.
- The Board was invited to attend the South Health District's Legislative Breakfast tentatively scheduled for Friday, October 21, 2022 at the District Office in Valdosta. More information will be provided.

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

- Ms. Watson announced all services are available at the health department, including scheduled COVID testing and vaccinations.
- COVID testing numbers have increased and home test kits are provided at no cost. Many clients requesting health department testing are doing so because of travel or work requirements.
- Ms. Watson informed the Board Brooks is on track to accomplish a goal to reach \$100,000 in fees by the end of the fiscal year. This goal was set two years ago but was delayed due to COVID.
- Staff have begun to prepare for school flu vaccinations.
- The county is working with the health department to repair the air conditioning.
- Ms. Watson informed the Board this would be her last meeting as she would be leaving to begin clinical rotations.
- Ms. Giles added Brooks' fees were currently at \$97,768 as of the end of May.
- Mr. Maxwell mentioned bringing the health department on board when planning begins for the new county administration complex.

**Environmental Health Update - Shannon Walker (Attached)**

- Mr. Walker's environmental health update included inspection and food service scores since the March meeting.
- In order to finish his recertification, Mr. Walker must complete his paperwork.
- All fees have been collected and all remaining inspections are scheduled to be completed by the end of the following week



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- New restaurants have opened, including Carter's Chicken. Wiregrass is also reopening at the Pikes Landing location.
  - Mr. Walker fielded questions regarding animal bites and barriers associated with those types of incidents. It was noted there is no animal control in Brooks County, which makes it difficult to quarantine animals, often resulting in the animal being put down. Rabies vaccine is not available at the health department; however, vaccinations are offered by the hospital.

**Announcements**

- The Board was reminded of future meeting dates and the state holiday schedule provided at the bottom of the agenda.

**Adjournment**

- There being no further business, Dr. Horne made a motion to adjourn. The motion was seconded by Ms. Furney. All were in favor and the meeting was adjourned at 12:44 p.m.

Respectfully Submitted,

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Shelly Kirkendoll, Board Secretary  
Amy Taylor, Typist



**Brooks County Board of Health  
Revenue and Expense Summary  
July 1, 2022 - July 31, 2022**

		YTD	Revised Budget	% of Budget Received/ Expended
<b>Revenue</b>				
456001	County Participating	0.00	25,659.00	0.00%
456004	County Non-Participating	0.00	29,341.00	0.00%
995001	Unassigned Fund Balance	23,073.00	23,073.00	100.00%
456006	Municipal - City of Quitman	0.00	5,000.00	0.00%
456024	Restricted Fund Balance - Pr Yr Fees	108,641.54	108,642.00	100.00%
456050	Restricted Fund Balance - Pr Yr Adm Claiming	26,449.68	26,450.00	100.00%
456040	Intra Agency Transfer - From Lowndes GIA	20,382.00	20,382.00	100.00%
456051	Qualifying Local Funds - Interest Income	18.19	325.00	5.60%
458001	Grant-In-Aid	0.00	302,624.00	0.00%
456008	Out-Patient Medicare Fees	319.56	0.00	N/A
456010	Out-Patient Client Fees	450.82	0.00	N/A
456016	Private Insurance	755.64	0.00	N/A
456022	Health Check	171.24	0.00	N/A
456031	Environmental Fees	1,100.00	0.00	N/A
456034	Medicaid - DSPS	220.35	0.00	N/A
456036	Medicaid PCM	72.60	0.00	N/A
456041	Vital Records Fees	2,105.00	0.00	N/A
456049	Current Yr Adm Claiming	0.00	0.00	N/A
<b>Total Revenue</b>		<b>183,759.62</b>	<b>541,496.00</b>	<b>32.98%</b>
<b>Expenses</b>				
511000	Salaries	24,080.75	237,968.00	10.12%
514001	FICA	1,796.85	17,260.00	10.41%
515001	Retirement	7,653.12	75,129.00	10.19%
516001	Health Insurance	7,092.73	70,092.00	10.12%
614001	Supplies & Materials	0.00	12,000.00	0.00%
614018	Pharmaceuticals	348.07	20,000.00	1.74%
615001	Repairs & Maintenance	1,288.69	13,915.00	9.26%
617001	Utilities	1,688.13	9,536.00	17.70%
618001	Printing	877.88	2,500.00	35.12%
619001	Other Rent	0.00	275.00	0.00%
620001	Insurance and Bonding	0.00	722.00	0.00%
622001	Direct Benefits to Clients	84.55	2,100.00	4.03%
627001	Other Operating	336.49	2,780.00	12.10%
633001	Computer Software - Microsoft License Fee	0.00	1,129.00	0.00%
640001	Travel	765.67	12,000.00	6.38%
645001	Rental of Equipment	131.47	2,338.00	5.62%
651001	Per Diem & Fees	23.62	280.00	8.44%
653001	Contract - Maintenance Fee Clinical Software	0.00	2,796.00	0.00%
673001	Telecommunications	756.37	8,858.00	8.54%
681001	Postage	116.88	3,000.00	3.90%
761001	Indirect Cost	0.00	46,818.00	0.00%
<b>Total Expenses</b>		<b>47,041.27</b>	<b>541,496.00</b>	<b>8.69%</b>





**BROOKS COUNTY HEALTH DEPARTMENT UPDATE**  
**DANA WATSON, RN**

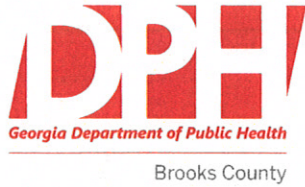
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August 23, 2022

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- HEALTH DEPARTMENT SERVICES
  - COVID
    - All services are now provided.
    - COVID testing/vaccinations services are available by appointment.
    - At-Home COVID test kits are available to the public.
  - BACK TO SCHOOL SERVICES
    - Immunizations as well as Eye, Ear, Nutrition and Dental (EEDN) screenings and head start physicals continue for back-to-school.
- SCHOOL FLU UPDATE
  - The health department plans to begin school flu vaccinations in October.
- MONKEYPOX
  - No cases of Monkeypox in Brooks
- STAFF UPDATES
  - The new RN will be completing Women's Health and STD requirements soon.





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

**GEORGIA ENVIRONMENTAL HEALTH REPORT  
BROOKS COUNTY**

FROM: 06/15/2022 – 8/12/2022

**FOOD SERVICE:**

Routine inspections: 19  
Informal inspections/trainings: 5

**ON-SITE SEWAGE MANAGEMENT:**

Sites evaluated: 15  
New permits: 17  
    Site Built: 10  
    M. Home: 2  
    Commercial: 2  
Repair permits: 3  
Installation inspections: 13  
Existing systems evaluated: 2

**ANIMAL BITE REPORTS/RABIES:**

Bite reports: 1  
Rabies positive: 0

**WATER SUPPLIES:**

Systems evaluated: 10  
Permits issued: 5  
Bacterial samples: 10  
Positive bacterial samples: 5

### Inspections Report

Food Facility Inspections (19 Total)						
Permit #	Permit Issue Date	Facility Name	Address	CountyPurposeScoreGrade	Inspection Date	Inspector
FSP-014-00061	06/04/2020	<u>Burger King of Quitman</u>	1304 W SCREVEN ST QUITMAN, GA 31643	Brooks Routine 92 A	06/28/2022	Shannon Walker
FSP-014-00076	06/21/2022	<u>Carter's</u>	1104 W SCREVEN ST QUITMAN, GA 31643	Brooks Initial 100 A	06/21/2022	Shannon Walker
FSP-014-00016	10/04/2012	<u>China Hot Meng, INC</u>	1204 W SCREVEN ST QUITMAN, GA 31643	Brooks Routine 97 A	06/22/2022	Shannon Walker
FSP-014-00075	06/08/2022	<u>Croft Country Kitchen</u>	8419 VALDOSTA HWY MORVEN, GA 31638	Brooks Routine 100 A	08/12/2022	Shannon Walker
014-184	04/24/2015	<u>Hardees of Quitman</u>	1300 W SCREVEN ST QUITMAN, GA 31643	Brooks Routine 90 A	06/24/2022	Shannon Walker
FSP-014-00063	03/01/2021	<u>Hibachi Highway</u>	1701 HOLLOWAY DR QUITMAN, GA 31643	Brooks Routine 100 A	07/19/2022	Shannon Walker
FSP-014-00064	03/01/2021	<u>Hibachi Highway Mobile Unit</u>	1701 HOLLOWAY DR QUITMAN, GA 31643	Brooks Routine 100 A	07/19/2022	Shannon Walker
FSP-014-00025	09/29/2014	<u>McDonalds</u>	902 W SCREVEN STREET QUITMAN, GA 31643	Brooks Routine 90 A	06/24/2022	Shannon Walker
FSP-014-00018	04/25/2013	<u>McKinnon's Pizza, Wingz &amp; Thingz</u>	16210 HIGHWAY 122 BARNEY, GA 31625	Brooks Routine 100 A	07/13/2022	Shannon Walker
FSP-014-00018m	04/25/2013	<u>McKinnon's Pizza, Wingz &amp; Thingz (Mobile)</u>	16210 HIGHWAY 122 BARNEY, GA 31625	Brooks Routine 100 A	07/13/2022	Shannon Walker
FSP-014-00027	11/04/2015	<u>Morrison at Brooks County Hospital</u>	903 NORTH COURT STREET QUITMAN, GA 31643	Brooks Routine 99 A	07/18/2022	Shannon Walker
014-001	06/01/1983	<u>Presbyterian Homes of Georgia</u>	1850 W SCREVEN ST QUITMAN, GA 31643	Brooks Routine 97 A	06/27/2022	Shannon Walker
FSP-014-00073	10/06/2021	<u>Royal Cafe Quitman, LLC</u>	304 E SCREVEN ST QUITMAN, GA 31643	Brooks Routine 91 A	06/23/2022	Shannon Walker
014-172	06/09/2006	<u>Sister's Place</u>	304 S COURT ST QUITMAN, GA 31643	Brooks Routine 100 A	08/04/2022	Shannon Walker
FSP-014-00068	06/29/2021	<u>Sister's Place Mobile Unit</u>	304 S COURT ST QUITMAN, GA 31643	Brooks Routine 100 A	08/04/2022	Shannon Walker
FSP-014-00071	08/09/2021	<u>Tacos on Wheels</u>	7297 MADISON HWY QUITMAN, GA 31643	Brooks Routine 96 A	07/18/2022	Shannon Walker
FSP-014-00072	08/09/2021	<u>Tacos on Wheels (Mobile Unit)</u>	7297 MADISON HWY QUITMAN, GA 31643	Brooks Routine 96 A	07/18/2022	Shannon Walker
FSP-014-00066	05/27/2021	<u>Tastee Treats</u>	200 N WASHINGTON ST QUITMAN, GA 31643	Brooks Routine 91 A	07/14/2022	Shannon Walker
FSP-014-00069	07/21/2021	<u>Whitman's Stew &amp; Que (Brooks)</u>	1191 OLD UNION RD ADEL, GA 31620	Brooks Routine 100 A	07/22/2022	Shannon Walker
Pool Inspections (2 Total)						
Permit #	Permit Issue Date	Facility Name	Address	CountyPurposeScoreGrade	Inspection Date	Inspector
SPP-014-00002	04/01/2020	<u>Boys &amp; Girls Club Activity Pool</u>	2300 WEBSTER RD QUITMAN, GA 31643	Brooks Routine 95 N/A	07/11/2022	Shannon Walker
SPP-014-00001	04/01/2020	<u>Boys &amp; Girls Club Main Pool</u>	2300 WEBSTER RD QUITMAN, GA 31643	Brooks Routine 95 N/A	07/11/2022	Shannon Walker