

# COOK COUNTY BOARD OF HEALTH

## AGENDA

AUGUST 9, 2022 | 12:00 P.M.

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1. Call to Order
2. Public Comments
3. Approval of June 28, 2022 Minutes (**Page 3**)
  - Motion
  - Second
4. Business
  - Revenue & Expense Summary – Teresa Giles (**Page 7**)
  - Public Health Update – William R. Grow, MD, FACP
    - COVID-19 Update
    - Monkeypox Update
5. Nurse Manager’s Report – Rebecca Allgood (**Page 9**)
6. Environmental Health Update – Danielle Hurst (**Page 11**)
7. Announcements
8. Adjournment

**CHANGE IN MEETING FORMAT**  
Meeting Will Be By Conference Call

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

- **October 18, 2022 (Will be replaced by Legislative Breakfast (Quorum Still Needed))**

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

- **September 5, 2022 (Labor Day)**
  - **October 10, 2022 (Columbus Day)**
  - **November 11, 2022 & November 24-25, 2022 (Thanksgiving)**
  - **December 23, 2022 & December 26, 2022 (Christmas)**
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1. The first part of the document discusses the importance of maintaining accurate records of all transactions and activities. It emphasizes that this is essential for ensuring transparency and accountability in the organization's operations.

2. The second part of the document outlines the various methods and tools used to collect and analyze data. It highlights the need for consistent data collection procedures and the use of advanced analytical techniques to derive meaningful insights from the data.

3. The third part of the document focuses on the role of technology in data management and analysis. It discusses how modern software solutions can streamline data collection, storage, and processing, thereby improving efficiency and accuracy.

4. The fourth part of the document addresses the challenges associated with data management, such as data quality, security, and privacy. It provides strategies to mitigate these risks and ensure that the data remains reliable and secure throughout its lifecycle.

5. The fifth part of the document discusses the importance of data governance and the establishment of clear policies and procedures. It emphasizes that effective data governance is crucial for maximizing the value of the organization's data assets.

6. The sixth part of the document explores the future of data management and analysis, highlighting emerging trends such as artificial intelligence, machine learning, and big data. It suggests that these technologies will continue to revolutionize the way organizations handle their data.

7. The seventh part of the document provides a summary of the key findings and recommendations. It reiterates the importance of a data-driven approach and encourages the organization to embrace data as a strategic asset for driving growth and innovation.

**COOK COUNTY BOARD OF HEALTH  
MINUTES  
June 28, 2022 | Budget Meeting**

The Cook County Board of Health met June 28, 2022 12:00 p.m. at the Cook County Board of Commissioners.

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<u>Members Present</u>	<u>Members Absent</u>	<u>Others Present</u>
Dr. Tom Fausett, Chairman Terry McClain Debra Robinson – Secretary Col. (Ret.) Ronald Mitchell	Dr. Tim Dixon Mayor Buddy Duke Shelva Keeley, Vice-Chairman	Dr. William Grow Dwain Butler Patrina Bowles Teresa Giles Rebecca Allgood Shelby Fulghum Councilwoman Celestine Hayes Danielle Hurst

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**Call to Order**

- Dr. Fausett called the meeting to order at 12:12 p.m.

**Public Comments**

- There were no public comments.

**Approval of Minutes April 19, 2022 Minutes (Attached)**

- With no opposition, the minutes from the April 19, 2022 meeting were approved as presented. Dr. Fausett thanked all board members for being in attendance.

**Business**

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

- The Cook County Health Department’s Revenue and Expense Summary through March 31, 2022 was presented. The health department is through three-fourths of the budget year.
- The budget increased since the beginning of the fiscal year.
- The Fiscal Year 2023 Budget for the Cook County Health Department was presented. Ms. Giles noted several areas including salaries, which accounts the bulk of the budget. The \$5,000 increase provided by the state was also discussed, with Ms. Giles indicating the state will also send down additional funding to support the salary increases.
- Ms. Giles directed the Board’s attention to utilities and noted very little was spent on this item due to a billing issue with the city. A \$1,024 invoice was received for October. Ms. Giles reached out the utilities department requesting the total amount due; however, she was informed those amounts would be sent out to customers as the department got to the record in question. This item will be monitored.
- Cook’s budget is in line for the fiscal year and all expenses have been settled.
- Ms. Guiles reviewed financial resources received including county participating funding (\$26,020) and county non-participating funding (\$48,980). After a brief discussion, Dr. Grow noted participating funding amounts, determined in 1970, have not changed since that time; however, the county has provided function on the old allocation alone.

- Dr. Grow added county participating funds must be used for direct health department purposes and non-participating funds provide more flexibility. Any of these funds not spent are rolled into the health department's fund balance.
- Ms. Giles reviewed the remainder of the proposed budget for the Cook County Health Department, which totals \$627,298. This budget will be revised by the next meeting.
- Col. (Ret.) Mitchell made a motion to approve the Cook County Health Department's FY2023 budget as presented. The motion was seconded by Mr. McClain. 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 for Cook County and noted a flat caseload over the last two weeks. Four and five are the two most significant variants identified. Currently, there are no counties in Georgia with high levels of transmission.
- The number of COVID-related hospitalizations increased 10%-15% since the last report; however, that number has decreased in the last week. Many of the deaths have been in either the unvaccinated or under-vaccinated populations.
- The state is currently at 53% fully vaccinated. Cook County has 43% of residents fully vaccinated.
- A legislative breakfast has been scheduled for the southern counties on Friday, October 21, 2022 at the District Office. More information will be sent out.

#### **Nurse Manager's Report – Rebecca Allgood (Attachment)**

- Ms. Allgood announced health department services are available. Patients are asked to be masked when receiving direct services.
- Rapid COVID tests are still being offered; however, there has been a decrease in requests. Patients are now being scheduled with other clinic appointments.
- There have been a few increases in positive cases, many are symptomatic and test positive for COVID.
- Vaccination numbers have decreased and are also scheduled with other clinic services. Approximately 15 are scheduled to be vaccinated June 29, 2022.
- At-home COVID test kits are available. Cook received 588 kits in May and have approximately 190 remaining. Kits are also being offered during patient visits.
- The health department has been vaccinating high school students who would not be normally seen until they are college-bound.
- Family planning services have improved with the second nurse practitioner coming to the health department, which has decreased the wait-time for these services.
- Ms. Allgood shared Cook's fees are approximately \$4,000 from FY2019 fee income, noting the good recovery by the health department. Dr. Grow added the health department has done an incredible job providing services and improving fees since COVID.

#### **Environmental Update –Danielle Hurst – (Attachments)**

- Ms. Hurst announced all environmental health inspections for FY2023 have been completed.
- Fees have been difficult to collect from three establishments. Ms. Hurst plans to visit them today to discuss those outstanding amounts.
- The restaurant and hotel inspection reports were reviewed with no issues indicated.

**Announcements**

- Col. (Ret.) Mitchell informed the Board he attended the Georgia Public Health Association's 92<sup>nd</sup> Annual Meeting and Conference and found the information he gained to be very informative. He noted he is proud of the work everyone has done.
- Dr. Fausett noted the next meeting scheduled is August 9, 2022.

**Adjournment**

- There being no further business, Mr. McClain made a motion to adjourn. The motion was seconded by Col. (Ret.) Mitchell. All were in favor and Dr. Fausett adjourned the meeting at 12:47 p.m.

Respectfully Submitted,

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Debra Robinson, Board Secretary  
Beth Magsanay, Typist



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

		YTD	Revised Budget	Budget Received/ Expended
<b>Revenue</b>				
456001	County Participating	0.00	26,020.00	0.00%
456004	County Non-Participating	0.00	49,007.00	0.00%
995001	Unassigned Fund Balance	24,753.00	24,753.00	100.00%
456024	Restricted Fund Balance - Pr Yr Fees	142,755.49	142,755.00	100.00%
456050	Restricted Fund Balance - Pr Yr Adm Claiming	27,462.83	27,463.00	100.00%
456040	Intra Agency Transfer - From Lowndes GIA	24,473.00	24,473.00	100.00%
456051	Qualifying Local Funds - Interest Income	31.30	780.00	N/A
458001	Grant-In-Aid	0.00	309,709.00	0.00%
456008	Out-Patient Medicare Fees	253.96	0.00	N/A
456010	Out-Patient Client Fees	2,828.67	0.00	N/A
456016	Private Insurance	3,838.26	0.00	N/A
456022	Health Check	1,131.84	0.00	N/A
456031	Environmental Fees	1,390.00	0.00	N/A
456034	Medicaid - DSPS	658.47	0.00	N/A
456036	Medicaid PCM	580.80	0.00	N/A
456049	Current Yr Adm Claiming	0.00	0.00	N/A
<b>Total Revenue</b>		<b>230,157.62</b>	<b>604,960.00</b>	<b>36.28%</b>
<b>Expenses</b>				
511001	Salaries	22,078.52	264,942.00	8.33%
514001	FICA	1,597.25	19,179.00	8.33%
515001	Retirement	7,098.20	85,178.00	8.33%
516001	Health Insurance	6,502.98	78,036.00	8.33%
614001	Supplies & Materials	550.70	10,000.00	5.51%
614018	Pharmaceuticals	348.07	25,000.00	1.39%
615001	Repairs & Maintenance	988.21	18,593.00	5.31%
617001	Utilities	112.73	14,020.00	0.80%
618001	Printing	785.08	1,061.00	73.99%
619001	Other Rent	0.00	183.00	0.00%
620001	Insurance and Bonding	0.00	876.00	0.00%
622001	Direct Benefits to Clients	132.62	4,000.00	3.32%
627001	Other Operating	515.76	5,268.00	9.79%
633001	Computer Software - Microsoft License Fee	0.00	1,540.00	0.00%
640001	Travel	261.40	5,000.00	5.23%
645001	Rental of Equipment	131.47	2,837.00	4.63%
651001	Per Diem & Fees	22.19	533.00	4.16%
653001	Contract - Maintenance Fee Clinical Software	0.00	2,840.00	0.00%
673001	Telecommunications	788.58	9,789.00	8.06%
681001	Postage	1,603.21	3,692.00	43.42%
761001	Indirect Cost	0.00	52,393.00	0.00%
<b>Total Expenses</b>		<b>43,516.97</b>	<b>604,960.00</b>	<b>7.19%</b>



**COOK COUNTY HEALTH DEPARTMENT  
COUNTY NURSE MANAGER'S REPORT  
REBECCA ALLGOOD, RN**

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August 9, 2022

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- **Health Department Activities**
  - Back To School
    - Busy with meningitis vaccinations for students entering 11<sup>th</sup> grade
      - Enforcement delayed due to COVID
        - Now part of yearly immunization audit requirements
  - Increase In New Patients
    - Many new to the community who have no primary care provider
    - Some unable to get appointments with current primary care provider
  - Increase in health check services
  
- **COVID Update**
  - COVID education continues.
  - At-home test kits still available at no cost
    - 1,116 kits distributed as of August 5, 2022
  - Testing
    - Average of six rapid tests conducted at the health department each week
  - Vaccination
    - Vaccinations continue
      - Slight increase in the number of patients seeking vaccinations due to the increase in cases.
  
- **School Flu Vaccination Update**
  - Consent forms were assembled and delivered to Cook schools by July 25, 2022.
    - Forms sent home with students the first day of school.
  - A small portion of flu supply has been received – the remainder is expected in the upcoming weeks.
  - School Flu Vaccination Schedule
    - October 6, 2022 – Cook Elementary School
    - October 12, 2022 – Cook Primary School
    - October 19, 2022 – Cook Middle School
    - October 20, 2022 – Cook High School





**Cook County Health Department**  
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Phone: (229) 896-7527 • Fax: (229) 896-4751  
[www.southhealthdistrict.com/cook](http://www.southhealthdistrict.com/cook)

**Environmental Health Activities**  
**6/27/22 through 08/02/22**  
**Cook County Board of Health 08/09/22**

**Permitted Facilities:**

- 62 Food Establishments
- 7 Tourist Accommodations
- 1 Body Art Permit
- 3 Public Swimming Pools

**Activities:**

- 14 Food Service Inspections
- 1 Tourist Accommodation Inspections
- 3 Swimming Pool Inspections
- 2 Septic Permits Issued
- 2 Inspected Septic Systems
- 1 Evaluated Existing Septic Systems
- 5 Water Samples Collected and Evaluated
- 3 Issued Well Permits

1. The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that this is crucial for the company's financial health and for providing reliable information to stakeholders.

2. The second part of the document outlines the specific procedures for recording transactions. It details the steps from initial entry to final review, ensuring that all necessary information is captured and verified.

3. The third part of the document addresses the role of technology in streamlining the recording process. It highlights how modern accounting software can reduce errors and save time, while also providing enhanced reporting capabilities.

4. The fourth part of the document discusses the importance of regular audits and reconciliations. It explains how these practices help identify discrepancies early on, ensuring the accuracy of the financial statements and maintaining the integrity of the accounting system.