

BERRIEN COUNTY BOARD OF HEALTH

AGENDA

JANUARY 10, 2023 | 12:30 P.M.



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



Please call in at least five minutes prior to the meeting.

1. Call to Order
2. Public Comments
3. Approval of October 12, 2022 Minutes (Page 3)
 - Motion _____
 - Second _____
4. Business
 - Revenue & Expense Summary – Allie Pridgen
 - Revenue & Expense Summary (Page 5)
 - Public Health Update – William R. Grow, MD, FACP
 - Health Director's Update
5. Nurse Manager's Report – Dawn Bowen (Page 7)
6. Environmental Health Update – Lee Meeks (Page 9)
7. Announcements
8. Adjournment

REMAINING 2023 BOARD OF HEALTH MEETINGS

- April 11, 2023
- **June 13, 2023 (Budget Meeting)**
- August 8, 2023
- October 11, 2023 (2nd Wednesday)

2023 HOLIDAY SCHEDULE: ALL HEALTH DEPARTMENTS/PROGRAMS CLOSED

- January 16, 2023
- April 7, 2023
- May 29, 2023
- June 19, 2023
- July 4, 2023
- September 4, 2023
- October 9, 2023
- November 10, 2023
- November 23-24, 2023
- December 25-26, 2023

**BERRIEN COUNTY BOARD OF HEALTH
MINUTES
October 12, 2022**

The Berrien County Board of Health met by conference call Tuesday, October 12, 2022.

Members Present
William Nash, MD / Chairman
Jimmy Parker / Vice-Chairman
Deree Nix / Secretary
John Clayton
Joe Barkman

Members Absent
Robin Marcum

Others Present
William R. Grow, MD, FACP
Patrina Bowles
Teresa Giles
Dawn Bowen
Lee Meeks
Debbie Tomlinson

Call to Order

- Dr. Nash called the meeting to order at 12:33 p.m.

Public Comments

- There were no public comments.

Approval of August 17, 2022 Minutes

- Mr. Parker made a motion to approve the minutes from the August 17, 2022 meeting as presented. Mr. Clayton seconded the motion. All were in favor and the motion passed.

New Business:

Financial Information – Teresa Giles (See attachments)

- Ms. Giles presented the Berrien County Health Department’s current Revenue and Expense Summary for September 2022 and indicated no issues with the current budget.
- Dr. Grow added Berrien’s budget is in good shape financially.

Public Health Updates – William R. Grow, MD, FACP (See attachments)

- Dr. Grow announced COVID cases have continued to decline and noted a 25% decrease in cases across the United States over the last two weeks and a 30% decrease in hospitalizations statewide.
- Most COVID-related deaths continue to be mainly in individuals who are unvaccinated or under-vaccinated. The vast majority of deaths are among those who are high risk and elderly.
- A bivalent booster is now available for those who have been fully vaccinated with the two primary doses.
- There have been two COVID-related deaths in Berrien in the last six weeks and 60 new cases.
- Berrien’s population is currently approximately 36% fully vaccinated and 40% vaccinated with at least one dose.
- The Board was invited to attend the South Health District’s Legislative Breakfast for the northern counties scheduled for October 7, 2022 at the Tift County Board of Education. Two representatives, Penny Houston and Clay Pirkle, have confirmed their attendance.

Health Department Update – Dawn Bowen (Attachment)

- Ms. Bowen informed the Board school flu immunizations would begin October 13, 2022. Elementary students will be vaccinated first and then one school will be visited each week thereafter.
- The health department will be promoting breast health during breast cancer awareness month, which is in October.
- Head start students have been invited to visit the health department on Halloween.
- Diabetes awareness will be promoted the month of November.
- World AIDS Day will be recognized in December. A date will be designated for free STD services and another date will be designated for free HIV testing.

Environmental Health Update (Lee Meeks) Attachment

- Mr. Meeks provided the most current environmental health update for Berrien, which included activities and inspection reports for August 15, 2022 – October 11, 2022.

Announcements

- The 2023 Board of Health Meeting Schedule will be forthcoming.
- There is a vacant position on the Board for Consumer or Licensed Nurse. An e-mail will be sent out for recommendations to present to the appointing authority.

Adjournment

- There being no further business, Mr. Parker made a motion to adjourn. The motion was seconded by Ms. Nix. All were in favor and the motion passed. The meeting was adjourned at 12:55 p.m.

Respectfully Submitted,

Deree Nix, Board Secretary
Debbie Tomlinson, Typist

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

		YTD	Revised Budget	% of Budget Received/ Expended
Revenue				
456001	County Participating	13,860.00	27,720.00	50.00%
456004	County Non-Participating	24,390.00	48,780.00	50.00%
995001	Unassigned Fund Balance	39,736.00	39,736.00	100.00%
456024	Restricted Fund Balance - Pr Yr Fees	117,423.79	117,424.00	100.00%
456050	Restricted Fund Balance - Pr Yr Adm Claiming	22,206.74	22,207.00	100.00%
456040	Intra Agency Transfer - From Lowndes	20,950.00	20,950.00	100.00%
456040	Intra Agency Transfer - From Annex 750	20,567.00	20,567.00	100.00%
456051	Qualifying Local Funds - Interest Income	268.63	530.00	50.68%
458001	Grant-In-Aid	144,741.80	318,432.00	45.45%
456008	Out-Patient Medicare Fees	10,088.60	0.00	N/A
456010	Out-Patient Client Fees	5,590.50	0.00	N/A
456016	Private Insurance	11,937.60	0.00	N/A
456022	Health Check	5,164.59	0.00	N/A
456031	Environmental Fees	18,335.00	0.00	N/A
456034	Medicaid - DSPS	2,340.66	0.00	N/A
456036	Medicaid PCM	1,089.00	0.00	N/A
456049	Current Yr Adm Claiming	28,164.51	0.00	N/A
Total Revenue		486,854.42	616,346.00	65.57%
Expenses				
511000	Salaries	143,543.79	266,613.00	53.84%
513001	Hourly Labor	0.00	12,401.00	0.00%
514001	FICA	10,732.08	20,014.00	53.62%
515001	Retirement	42,074.77	79,736.00	52.77%
516000	Health Insurance	42,279.35	78,528.00	53.84%
614001	Supplies & Materials	3,637.64	13,333.00	27.28%
614018	Pharmaceuticals	19,596.17	33,000.00	59.38%
615001	Repairs & Maintenance	4,022.79	8,785.00	45.79%
617001	Utilities	7,010.20	15,658.00	44.77%
618001	Printing	1,412.88	2,500.00	56.52%
619001	Other Rent	108.00	303.00	35.64%
622001	Direct Benefits to Clients	669.51	4,000.00	16.74%
627001	Other Operating	819.60	1,800.00	45.53%
633001	Computer Software - Microsoft License Fee	1,850.40	1,850.00	100.02%
640001	Travel	3,137.06	8,000.00	39.21%
645001	Rental of Equipment	1,168.86	2,560.00	45.66%
651001	Per Diem & Fees	201.92	450.00	44.87%
653001	Contract - Maintenance Fee Clinical Software	175.96	2,500.00	7.04%
673001	Telecommunications	3,962.07	8,559.00	46.29%
681001	Postage	821.10	2,500.00	32.84%
761001	Indirect Cost	14,382.32	53,256.00	27.01%
Total Expenses		301,606.47	616,346.00	48.93%

**BERRIEN COUNTY HEALTH DEPARTMENT
COUNTY NURSE MANAGER'S UPDATE
DAWN BOWEN, RN**

JANUARY 10, 2023

- FLU IMMUNIZATION UPDATE
 - September 1, 2022 – December 31, 2022
 - 489 Flu Vaccines Administered

- COVID UPDATE
 - September 1, 2022 – December 31, 2022
 - 123 COVID Vaccines Administered
 - Testing approximately one to two clients monthly
 - No charge COVID test kits available for pick-up by the community

- HEALTH DEPARTMENT SERVICES
 - CAR SEAT GRANT
 - Approval received for 2023 Mini Grant to provide car seat educational classes to the community
 - First class scheduled January 11, 2023

- HEALTH DEPARTMENT STAFF UPDATES
 - Two RNs training to insert Nexplanons (birth control)
 - Goal: Increase availability of LARCS (Long Acting Reversible Contraceptives)

THE UNIVERSITY OF CHICAGO
DEPARTMENT OF CHEMISTRY
LABORATORY OF ORGANIC CHEMISTRY

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Berrien County Health Department
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www.southhealthdistrict.com/berrien

Environmental Health Activities 10/11/22 Through 1/9/23

Permitted Facilities:

- 41 Food Service Establishments
- 2 Tourist Accommodation
- 1 Body Art Establishment

Activities:

- 31 Food Service Inspections
- 19 Site Evaluations for Septic Systems
- 15 Septic System Permits Issued
- 7 Septic Installation Inspections
- 1 Existing Septic System Evaluations
- 5 Water Samples Collected and Evaluated
- 9 New Well Permits Issued

Inspections Report

Food Facility Inspections (31 Total)

Permit #	Permit Issue Date	Facility Name	Address	County Purpose	Score	Grade	Inspection Date	Inspector
FSP-010-000094	05/28/2009	<u>Barry's Deli</u>	102 E HALL STREET NASHVILLE, GA 31639	Berrien Routine	100	A	11/21/2022	John Meeks
FSP-010-000092	05/28/2009	<u>Berrien County Detention Center</u>	500 COUNTY FARM ROAD NASHVILLE, GA 31639	Berrien Routine	100	A	11/14/2022	John Meeks
FSP-010-000097	09/25/2009	<u>Berrien County Elementary School</u>	802 MIDDLE SCHOOL CIR NASHVILLE, GA 31639	Berrien Routine	100	A	10/17/2022	John Meeks
FSP-010-000098	05/28/2007	<u>Berrien County High School</u>	500 E SMITH STREET NASHVILLE, GA 31639	Berrien Routine	100	A	10/24/2022	John Meeks
FSP-010-000099	09/25/2008	<u>Berrien County Middle School</u>	800 TIFTON HWY NASHVILLE, GA 31639	Berrien Routine	96	A	10/17/2022	John Meeks
FSP-010-000100	09/04/2009	<u>Berrien County Primary School</u>	1427 N DAVIS ST NASHVILLE, GA 31639	Berrien Routine	91	A	10/24/2022	John Meeks
FSP-010-000029	03/27/2013	<u>Berrien Nursing Center</u>	405 LAUREL ST NASHVILLE, GA 31639	Berrien Routine	93	A	12/19/2022	John Meeks
FSP-010-000109	04/09/2021	<u>Brooks Steakhouse</u>	1750 E MARION AVE NASHVILLE, GA 31639	Berrien Routine	93	A	12/02/2022	John Meeks
FSP-010-000091	05/28/2009	<u>China Garden</u>	112 JEFFERSON STREET NASHVILLE, GA 31639	Berrien Routine	95	A	12/02/2022	John Meeks
FSP-010-000076	02/20/2019	<u>Daylight Donuts Mobile (Berrien)</u>	406 MAIN ST HAHIRA, GA 31632	Berrien Routine	100	A	12/30/2022	John Meeks
FSP-010-000093	08/28/2009	<u>Domino's Pizza</u>	700 TIFTON HIGHWAY NASHVILLE, GA 31639	Berrien Routine	100	A	11/14/2022	John Meeks
FSP-010-000046	04/17/2015	<u>Georgia Smokehouse</u>	713 N DAVIS ST NASHVILLE, GA 31639	Berrien Routine	98	A	12/14/2022	John Meeks
FSP-010-000023	08/10/2009	<u>Hardee's</u>	602 S DAVIS ST NASHVILLE, GA 31639	Berrien Routine	91	A	12/05/2022	John Meeks
FSP-010-000103	07/17/2020	<u>High Rev Speedway</u>	311 HAZEL AVE NASHVILLE, GA 31639	Berrien Routine	100	A	11/16/2022	John Meeks
FSP-010-000085	05/28/2009	<u>Huddle House</u>	718 S DAVIS STREET NASHVILLE, GA 31639	Berrien Routine	96	A	12/12/2022	John Meeks
FSP-010-000077	03/08/2019	<u>Jacob's Well</u>	117 E WASHINGTON AVE NASHVILLE, GA 31639	Berrien Routine	100	A	11/14/2022	John Meeks
FSP-010-000090	05/28/2009	<u>Kentucky Fried Chicken</u>	511 N DAVIS STREET NASHVILLE, GA 31639	Berrien Routine	100	A	12/12/2022	John Meeks
FSP-010-000095	05/28/2009	<u>La Puerta Del Sol</u>	704 TIFTON RD NASHVILLE, GA 31639	Berrien Routine	92	A	12/12/2022	John Meeks
FSP-010-000086	12/15/2009	<u>McDonalds</u>	609 S DAVIS ST NASHVILLE, GA 31639	Berrien Routine	94	A	12/05/2022	John Meeks

FSP-010-000087	05/28/2009	<u>O'Neal's Country Buffet</u>	201 MCPHERSON AVENUE NASHVILLE, GA 31639	Berrien Followup	100	A	10/20/2022	Danielle Hurst
FSP-010-000101	05/28/2009	<u>Penfield Christian Home</u>	15320 US HIGHWAY 129 ALAPAHA, GA 31622	Berrien Routine	92	A	11/28/2022	John Meeks
FSP-010-000089	03/24/2021	<u>Pizza Hut</u>	608 S DAVIS STREET NASHVILLE, GA 31639	Berrien Routine	99	A	10/17/2022	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	12/09/2022	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	12/15/2022	John Meeks
FSP-010-000112	11/03/2021	<u>Southern Skye Cafe</u>	323 S DAVIS ST NASHVILLE, GA 31639	Berrien Routine	90	A	11/28/2022	John Meeks
FSP-010-000070	06/21/2018	<u>Subway</u>	707 ADEL RD NASHVILLE, GA 31639	Berrien Routine	100	A	10/17/2022	John Meeks
FSP-010-000066	10/30/2017	<u>The Log Cabin</u>	720 ADEL RD NASHVILLE, GA 31639	Berrien Routine	100	A	12/14/2022	John Meeks
FSP-010-000063	05/07/2018	<u>Vee's Restaurant</u>	106 N DAVIS ST NASHVILLE, GA 31639	Berrien Routine	100	A	12/12/2022	John Meeks
FSP-010-000122	08/15/2022	<u>Weezy's</u>	608 S DOGWOOD DR NASHVILLE, GA 31639	Berrien Routine	100	A	11/18/2022	John Meeks
FSP-010-000123	08/15/2022	<u>Weezy's Mobile Unit</u>	608 S DOGWOOD DR NASHVILLE, GA 31639	Berrien Routine	100	A	11/18/2022	John Meeks
FSP-010-000111	07/12/2021	<u>Wild Woody's Wiener Wagon</u>	264 BROOKFIELD TURNER CHURCH RD ENIGMA, GA 31749	Berrien Routine	100	A	11/21/2022	John Meeks

The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry should be supported by a valid receipt or invoice. This ensures transparency and allows for easy verification of the data.

In the second section, the author outlines the various methods used to collect and analyze the data. This includes both manual data entry and the use of specialized software tools. The goal is to ensure that the data is both accurate and easy to interpret.

The third part of the document provides a detailed breakdown of the results. It shows that there has been a significant increase in sales over the period covered by the report. This is attributed to several factors, including improved marketing strategies and better customer service.

Finally, the document concludes with a series of recommendations for future actions. These include continuing to invest in marketing, maintaining high standards of customer service, and regularly reviewing financial performance to identify areas for improvement.