

# BERRIEN COUNTY BOARD OF HEALTH

## AGENDA

AUGUST 8, 2023 | 12:00 P.M.

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1. Call to Order
2. Public Comments
3. Approval of June 13, 2023 Minutes **(Page 3)**
  - Motion** \_\_\_\_\_
  - Second** \_\_\_\_\_
4. Business
  - Financial Updates – Teresa Giles
    - Revenue & Expense Summary **(Page 7)**
  - Public Health Updates – Mark J. Eanes, MD, MBA
    - Health Director’s Updates
    - Children 1<sup>st</sup> Update – Reomona Thomas, RN **(Folder)**
5. Health Department Updates – Dawn Bowen, RN **(Page 9)**
6. Environmental Health Update – Lee Meeks **(Page 11)**
7. Announcements
8. Adjournment
  - Motion** \_\_\_\_\_
  - Second** \_\_\_\_\_

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### REMAINING 2023 BOARD OF HEALTH MEETINGS

- October 11, 2023 (2<sup>nd</sup> Wednesday)**

### REMAINING 2023 HOLIDAY SCHEDULE: ALL HEALTH DEPARTMENTS/PROGRAMS CLOSED

- September 4, 2023 / Labor Day**
- October 9, 2023 / Columbus Day**
- November 10, 2023 / Veteran’s Day**
- November 23-24, 2023 / Thanksgiving**
- December 25-26, 2023 / Christmas**



**BERRIEN COUNTY BOARD OF HEALTH  
MINUTES | BUDGET MEETING  
June 13, 2023**

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The Berrien County Board of Health met at 12:30 p.m. at the Berrien County Health Department on Tuesday, June 13, 2023.

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**Members Present**

William Nash, MD – Chairman  
Jimmy Parker – Vice-Chairman  
Robin Marcum  
John Clayton  
Joe Barkman

**Members Absent**

Deree Nix – Secretary

**Others Present**

William R. Grow, MD, FACP  
Mark Eanes, MD, MBA  
Dwain Butler  
Teresa Giles  
Patrina Bowles  
Jennifer Wingertsahn  
Dawn Bowen, RN  
Lee Meeks  
Debbie Tomlinson

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**Call to Order**

- Dr. Nash called the meeting to order at 12:55 p.m.

**Introductions – William R. Grow, MD, FACP**

- Dr. Grow expressed it was an honor and privilege to work with the Berrien County Board of Health for the last 13 years and confirmed his retirement. Dr. Mark Eanes was introduced as the new district health director as of July 1, 2023, outlining Dr. Eanes credentials and accomplishments, which led to his being selected.
- Dr. Nash welcomed Dr. Eanes on behalf of the Board and expressed his appreciation for all Dr. Grow had done for the Board over the last 13 years.

**Public Comments**

- There were no public comments.

**Approval of January 10, 2023 Minutes**

- Mrs. Marcum made a motion to approve the minutes from the January 10, 2023 meeting as presented. Mr. Parker 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 Revenue and Expense Summary for July 1, 2022 – May 2023.
- Berrien is currently at 88.60% of the budget, which is where it should be at this point.
- Revisions were made to the unassigned fund balance. A total of \$18,225 is no longer needed from the fund balance to balance the FY2023 budget.

- Adjustments were made to expenses to balance the budget, which includes salaries, hourly labor and health insurance.
- Ms. Giles noted everything looks good to get through the end of June.
- The Berrien County Board of Health's FY2022 Audit Report was presented. Ms. Giles provided highlighted updates.
- Berrien currently has approximately 5.7 months of operating expenses.
- There were no material weaknesses identified on internal controls. The only deficiency identified was the Board was unable to meet four times during the fiscal year due to a lack of quorum. Dr. Grow added Berrien is in excellent shape financially.
- Mr. Parker made a motion to accept the Berrien County Board of Health's FY2023 Audit Report as presented. The motion was seconded by Mr. Barkman. All were in favor and the motion passed.
- Ms. Giles presented the Berrien County Health Department's FY2024 Budget totaling \$601,672.
- Projected resources and expenses were reviewed and Ms. Giles informed the Board the state will not fund the full \$2,000 salary increases and fringe benefits for the upcoming fiscal year. The state will be providing 85% of the funds for this increase.
- Mr. Clayton made a motion to approve the Berrien County Health Department's FY2024 Budget as presented. The motion was seconded by Mrs. Marcrum. All were in favor and the motion passed.

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

- Dr. Grow announced an “uptick” in COVID over the last two weeks and indicated this trend may be seen every year similar to the flu. There may be a vaccination available yearly for COVID depending on the strain.
- Dr. Grow yielded to Dr. Eanes who told the Board he looks forward to working with them and would like to possibly meet with them to discuss what is working for the health department and what the Board would like to see happen in the county.
- Jennifer Wingertsahn was introduced who updated the Board on the Opioid and Substance Misuse Response Program. Ms. Wingertsahn provided referred to the handout in the meeting packet and outlined statistics on the program, including 14 opioid-related deaths from overdose in Berrien County from 2017 – 2021. There were also 71 opioid-related ER visits during the same timeframe.
- Berrien County has the third highest overdose rate in the District.
- Ms. Wingertsahn also informed the Board of the supply of Narcan available for the public as well as law enforcement and other agencies in the District. Fentanyl test strips are not in stock at this time.
- Drug disposal bags are available to assist the community with safe disposal of prescription medications.
- The Board was informed of the Delta 8 gummies being produced.
- Ms. Wingertsahn asked the Board to contact her for presentations in the community and indicated she would like to partner with local groups to assist with educating and training those interested to prevent the misuse of opioids and other substances in Georgia.

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**Health Department Update – Dawn Bowen (Attachment)**

- Ms. Bowen provided the most current update on Berrien County Health Department activities.
- Berrien staff will participate in the Family Connections health fair scheduled for June 23, 2024 at Berrien Middle School. Free services and materials will be offered to include COVID vaccinations and at-home test kits, health department services brochures and blood pressure checks.
- The health department will host a back-to-school bash July 10-14, 2023 on-site. Vaccinations will be provided along with ear, eye, dental and nutrition (EEDN) screenings during this time. Extended hours will be available Tuesdays and Thursdays as well.
- Family Connections will hold a back-to-school event August 3, 2023 and Berrien will participate as well.
- Forms are currently being printed for school flu packets. They will be assembled and delivered to the school as soon as they are received.

**Environmental Health Update (Lee Meeks) Attachment**

- Mr. Meeks provided environmental health activities for January 9, 2023 – June 12, 2023.
- Land use decreased because new home construction has slowed. This appears to be occurring throughout the District and probably statewide or nationwide.
- Mr. Meeks indicated everything is going well with environmental health in Berrien.
- All food service establishments and hotels have paid their fees for the current fiscal year.

**Announcements**

- Dr. Nash noted the last two meeting dates for the year – August 8, 2023 and October 11, 2023.

**Adjournment**

- There being no further business, Mr. Parker made a motion to adjourn. The motion was seconded by Mr. Clayton. All were in favor and the motion passed. The meeting was adjourned at 1:25 p.m.

Respectfully Submitted,

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Deree Nix, Board Secretary  
Debbie Tomlinson, Typist



**Berrien County Board of Health  
Revenue and Expense Summary  
July 1, 2023 - July 31, 2023**

		YTD	Revised Budget	% of Budget Received/ Expended
<b>Revenue</b>				
456001	County Participating	0.00	27,720.00	0.00%
456004	County Non-Participating	0.00	48,780.00	0.00%
995001	Unassigned Fund Balance	49,544.00	49,544.00	100.00%
456024	Restricted Fund Balance - Pr Yr Fees	80,193.83	80,194.00	100.00%
456050	Restricted Fund Balance - Pr Yr Adm Claiming	55,274.66	55,275.00	100.00%
456040	Intra Agency Transfer - From Lowndes	20,950.00	20,950.00	100.00%
456040	Intra Agency Transfer - From Annex 750	0.00	22,411.00	0.00%
456051	Qualifying Local Funds - Interest Income	155.52	955.00	16.28%
458001	Grant-In-Aid	0.00	307,225.00	0.00%
456008	Out-Patient Medicare Fees	185.46	0.00	N/A
456010	Out-Patient Client Fees	0.00	0.00	N/A
456016	Private Insurance	1,036.79	0.00	N/A
456022	Health Check	179.98	0.00	N/A
456031	Environmental Fees	0.00	0.00	N/A
456034	Medicaid - DSPS	165.48	0.00	N/A
456036	Medicaid PCM	145.20	0.00	N/A
456049	Current Yr Adm Claiming	0.00	0.00	N/A
<b>Total Revenue</b>		<b>207,830.92</b>	<b>613,054.00</b>	<b>33.62%</b>
<b>Expenses</b>				
511000	Salaries	21,913.00	263,676.00	8.31%
513001	Hourly Labor	1,717.00	25,616.00	6.70%
514001	FICA	1,662.42	19,918.00	8.35%
515001	Retirement	6,358.81	80,737.00	7.88%
516000	Health Insurance	6,454.26	77,663.00	8.31%
614001	Supplies & Materials	635.31	4,200.00	15.13%
614018	Pharmaceuticals	3,392.48	31,500.00	10.77%
615001	Repairs & Maintenance	658.05	9,850.00	6.68%
617001	Utilities	1,434.12	13,500.00	10.62%
618001	Printing	0.00	2,000.00	0.00%
619001	Other Rent	0.00	375.00	0.00%
622001	Direct Benefits to Clients	59.25	1,100.00	5.39%
627001	Other Operating	1,164.38	5,095.00	22.85%
633001	Computer Software - Microsoft License Fee	0.00	1,860.00	0.00%
640001	Travel	413.38	6,610.00	6.25%
645001	Rental of Equipment	131.47	2,400.00	5.48%
651001	Per Diem & Fees	5.66	600.00	0.94%
653001	Contract - Maintenance Fee Clinical Software	0.00	2,920.00	0.00%
673001	Telecommunications	835.39	8,500.00	9.83%
681001	Postage	0.00	2,000.00	0.00%
761001	Indirect Cost	0.00	52,934.00	0.00%
<b>Total Expenses</b>		<b>46,834.98</b>	<b>613,054.00</b>	<b>7.64%</b>





**BERRIEN COUNTY HEALTH DEPARTMENT  
COUNTY NURSE MANAGER'S UPDATE  
DAWN BOWEN, RN – County Nurse Manager**

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AUGUST 8, 2023

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- **SCHOOL ACTIVITIES**

- SCHOOL IMMUNIZATIONS
  - Immunizations have increased with back-to-school.
- SCHOOL FLU PACKETS
  - School Flu packets are being delivered to the schools
    - School flu vaccination schedule is pending
      - Anticipate dates scheduled in early-mid September

- **HEALTH DEPARTMENT ACTIVITIES**

- BACK TO SCHOOL VACCINATION WEEK
  - Time provided to allow students to get vaccinations early and after school.

- **HEALTH DEPARTMENT'S COMMUNITY ACTIVITIES**

- TWO FAMILY CONNECTIONS HEALTH FAIRS
  - June 23, 2023
    - 75+ flyers outlining health department services distributed
  - August 5, 2023
    - 50+ flyers outlining health department services distributed
      - Other Distributed
        - Packs of Notebook Paper





**Berrien County Health Department**  
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Phone: (229) 686-5411 • Fax (229) 686-9015  
[www.southhealthdistrict.com/berrien](http://www.southhealthdistrict.com/berrien)

## **Environmental Health Activities 6/12/23 Through 8/4/23**

### **Permitted Facilities:**

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

### **Activities:**

- 11 Food Service Inspections
- 10 Site Evaluations for Septic Systems
- 7 Septic System Permits Issued
- 9 Septic Installation Inspections
- 2 Existing Septic System Evaluations
- 5 Water Samples Collected and Evaluated
- 6 New Well Permits Issued
- 1 Tourist Accommodation Inspections

# Inspections Report

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## Food Facility Inspections (11 Total)

Permit #	Permit Issue Date	Facility Name	Address	County	Purpose	Score	Grade	Inspection Date	Inspector
FSP-010-000118	07/31/2023	<u>Blazin Hog BBQ Base</u>	403 COLLEGE ST NASHVILLE, GA 31639	Berrien	Routine	100	A	07/26/2023	John Meeks
FSP-010-000119	08/03/2022	<u>Blazin Hog BBQ Mobile 1 (Truck)</u>	403 COLLEGE ST NASHVILLE, GA 31639	Berrien	Routine	100	A	07/31/2023	John Meeks
FSP-010-000120	08/03/2022	<u>Blazin Hog BBQ Mobile 2 (Trailer)</u>	403 COLLEGE ST NASHVILLE, GA 31639	Berrien	Routine	100	A	07/31/2023	John Meeks
FSP-010-000096	01/31/2022	<u>Dairy Queen Grill &amp; Chill</u>	415 S DAVIS ST NASHVILLE, GA 31639	Berrien	Routine	100	A	07/25/2023	Austin Haney
FSP-010-000130	07/12/2023	<u>Green Acres Wellness LLC</u>	15320 129 HWY ALAPAHA, GA 31622	Berrien	Initial	100	A	07/12/2023	Danielle Hurst
FSP-010-000103	07/17/2020	<u>High Rev Speedway</u>	311 HAZEL AVE NASHVILLE, GA 31639	Berrien	Routine	96	A	06/14/2023	John Meeks
FSP-010-000132	07/31/2023	<u>Nellie's Kitchen</u>	392 SE RAILROAD ST ALAPAHA, GA 31622	Berrien	Initial	100	A	07/27/2023	John Meeks
FSP-010-000125	02/09/2023	<u>Smokin Smitty's</u>	106 E MCPHERSON AVE NASHVILLE, GA 31639	Berrien	Routine	96	A	06/21/2023	John Meeks
FSP-010-000066	10/30/2017	<u>The Log Cabin</u>	720 ADEL RD NASHVILLE, GA 31639	Berrien	Routine	100	A	06/21/2023	John Meeks
FSP-010-000122	08/15/2022	<u>Weezy's</u>	608 S JGWOOD DR NASHVILLE, GA 31639	Berrien	Routine	100	A	06/16/2023	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	06/16/2023	John Meeks