

BROOKS COUNTY BOARD OF HEALTH

AGENDA

AUGUST 23, 2023 | 12:00 P.M.

1. **Call to Order**
2. **Public Comments**
3. **Approval of June 28, 2023 Minutes (Page 3)**
 - ☐ **Motion:** _____
 - ☐ **Second:** _____
4. **Business**
 - ☐ **Revenue & Expense Summary – Teresa Giles**
 - ☐ **Revenue & Expense Summary (Page 7)**
 - ☐ **Public Health Update – Mark J. Eanes, MD, MBA**
 - ☐ Health Director's Update
 - ☐ Children 1st Program – Reomona Thomas (**Handouts**)
5. **Nurse Manager's Report – Lisa Thomas, RN, MSN (Page 9)**
6. **Environmental Health Update – Shannon Walker (Page 11)**
7. **Announcements**
8. **Adjournment**
 - ☐ **Motion:** _____
 - ☐ **Second:** _____

REMAINING 2023 BOARD OF HEALTH MEETINGS

- ☐ October 25, 2023

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

- ☐ September 4, 2023 / Labor Day
 - ☐ October 9, 2023 / Columbus Day
 - ☐ November 23-24, 2023 / Thanksgiving
 - ☐ December 25-26, 2023 / Christmas
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**BROOKS COUNTY BOARD OF HEALTH
MINUTES | BUDGET MEETING
June 28, 2023**

The Brooks County Board of Health met at the Brooks County Board of Commission Office in their conference room Wednesday, June 28, 2023 at 12:00 P.M.

Members Present

James Maxwell, Chairman
Dr. Rose Marie Horne, Vice-Chairman
Toni Brinson
June Furney
Mayor Zinda McDaniel

Members Absent

Shelly Kirkendoll, Secretary
Dr. Vickie Reed

Others Present

Mark J. Eanes, MD, MBA
Dwain Butler
Patrina Bowles
Teresa Giles
Lisa Thomas
Shannon Walker
Justin Maxwell
Cynthia Ramos

Call to Order

- Mr. Maxwell called the meeting to order at 12:00 p.m.

Oath of Office

- Mayor Zinda McDaniel took the oath of office to begin service on the Brooks County Board of Health.

Introductions (Attached)

- Dr. Mark Eanes was introduced as the incoming district health director for the South Health District. A brief biography was included in the board of health meeting packet.
- Dr. Eanes thanked both Dr. Grow in his absence and the Board for their welcome, informing the Board of his desire to serve every county in any way needed. He also provided his contact number.

Public Comments

- There were no public comments; however, Mr. Maxwell offered prayer for the meeting and for lunch.

Approval of February 15, 2023 Minutes (Attached)

- Mrs. Furney made a motion to approve the minutes from the February 15, 2023 meeting. The motion was seconded by Mrs. Brinson. All were in favor and the motion passed.

New Business:

Financial Information – Teresa Giles (Attached)

- Ms. Giles reviewed the most current Revenue and Expense Summary for the Brooks County Health Department, noting the budget is currently in the eleventh month of the fiscal year. The budget has had revisions to keep it in line.
- The Brooks County Health Department's FY2024 Budget was presented.

- Ms. Giles reviewed Brooks' resources and expenses, projecting \$62,608 of the unassigned fund balance will need to be used to balance the budget, which will be \$633,500.
- Projected expenses include \$2,000 salary increases and fringe benefits, which the state will provide a portion of through Grant-in-Aid. One of the largest changes is in pharmaceuticals.
- Fees are projected to decrease for FY2024 due to the decline in the number of COVID vaccinations administered, which accounted for an artificial inflation in fees.
- Dr. Horne made a motion to approve the Brooks County Health Department's FY2024 Budget as presented. The motion was seconded by Mayor McDaniel. All were in favor and the motion passed.

Public Health Updates – Dwain Butler/Mark J. Eanes, MD, MBA

- Mr. Butler informed the Board all is okay with the health department. Lisa Thomas has been filling in as interim county nurse manager and is working with the staff.
- The air conditioning on the clinic side was discussed. Mr. Maxwell indicated he has taken care of it for the health department.
- Jennifer Wingertsahn was introduced to the Board and provided an overview of the district's Opioid and Substance Misuse Response Program. A handout in the meeting packet was briefly reviewed with the Board and Ms. Wingertsahn discussed the availability of Narcan for both agencies such as law enforcement and to the public as well. A new trend of people abusing tranquilizers normally used by veterinarians has surfaced and there are now Delta 8 gummies being distributed in the area and used by teens. The Board was informed of an 800% increase in fentanyl-related deaths in Georgia since 2021 in the 10-19-year age group. Mr. Maxwell mentioned the possibility of recovering funds from a drug-related lawsuit.
- Dr. Eanes added the district has set a goal to get public health out into the community.

Nurse Manager's Report – Lisa Thomas, RN, MSN (Attached)

- Ms. Thomas informed the Board the health department has been busy since the last meeting.
- Constance Traylor has been issuing birth certificates so revenue can be generated from both birth and death record issuance.
- Yugonda Thomas received the District's Greatness Award during the district's Employee Development Day event held March 16, 2023.
- As a result of the decline in COVID testing requests, the SPOC has been closed.
- Staff are preparing for school flu vaccinations this fall. Ms. Thomas noted some people are hesitant about getting flu shots because they are under the assumption the COVID vaccine is included in the flu vaccine.
- School boards are being contacted about the goal to increase school flu vaccination rates to approximately 35% of the enrolled population. Parent letters have been prepared and back to school bashes have also been planned. Police departments have also been contacted inquiring if they would like to participate in some of the activities.

Environmental Health Update - Shannon Walker (Attached)

- Mr. Walker provided February 10, 2023 – June 26, 2023 environmental health update, announcing all inspections have been completed and 99.9% of fees collected for the fiscal year.
- Bite reports are just bites with no known cases positive for rabies.

- Mr. Walker mentioned a possible change in animal control. Mayor McDaniel added the city does have a volunteer run animal control for the city but there is nothing for the county. The shelter cannot take vicious dogs or cats.

Announcements

- Mrs. Furney announced Archbold will be rebranding. The Brooks County Hospital will be called Archbold Brooks. Articles, new signage, and updated logos will be rolled out in July.

Adjournment

- There being no further business, Mrs. Brinson made a motion to adjourn. The motion was seconded by Dr. Horne. All were in favor and the meeting adjourned at 12:38 p.m.

Respectfully Submitted,

Shelly Kirkendoll, Board Secretary
Patrina Bowles, Typist

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

		YTD	Revised Budget	% of Budget Received/ Expended
Revenue				
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	57,543.00	57,543.00	100.00%
456006	Municipal - City of Quitman	0.00	5,000.00	0.00%
456024	Restricted Fund Balance - Pr Yr Fees	81,405.29	81,405.00	100.00%
456050	Restricted Fund Balance - Pr Yr Adm Claiming	56,762.93	56,763.00	100.00%
456040	Intra Agency Transfer - From Lowndes GIA	20,382.00	20,382.00	100.00%
456040	Intra Agency Transfer - From Program 750	18,815.00	18,815.00	100.00%
456051	Qualifying Local Funds - Interest Income	79.52	825.00	9.64%
458001	Grant-In-Aid	0.00	337,767.00	0.00%
456008	Out-Patient Medicare Fees	142.79	0.00	N/A
456010	Out-Patient Client Fees	618.93	0.00	N/A
456016	Private Insurance	285.34	0.00	N/A
456022	Health Check	90.00	0.00	N/A
456031	Environmental Fees	1,720.00	0.00	N/A
456034	Medicaid - DSPS	189.99	0.00	N/A
456036	Medicaid PCM	145.20	0.00	N/A
456041	Vital Records Fees	1,210.00	0.00	N/A
456049	Current Yr Adm Claiming	0.00	0.00	N/A
Total Revenue		239,389.99	633,500.00	37.09%
Expenses				
511000	Salaries	12,718.16	289,227.00	4.40%
514001	FICA	935.95	21,384.00	4.38%
515001	Retirement	3,689.88	91,472.00	4.03%
516001	Health Insurance	3,745.96	85,189.00	4.40%
614001	Supplies & Materials	48.32	6,250.00	0.77%
614018	Pharmaceuticals	0.00	20,500.00	0.00%
615001	Repairs & Maintenance	1,513.81	17,510.00	8.65%
617001	Utilities	780.95	9,300.00	8.40%
618001	Printing	0.00	1,575.00	0.00%
619001	Other Rent	0.00	400.00	0.00%
620001	Insurance and Bonding	0.00	675.00	0.00%
622001	Direct Benefits to Clients	77.32	710.00	10.89%
627001	Other Operating	448.10	6,475.00	6.92%
633001	Computer Software - Microsoft License Fee	0.00	2,370.00	0.00%
640001	Travel	304.45	7,050.00	4.32%
645001	Rental of Equipment	131.47	2,148.00	6.12%
651001	Per Diem & Fees	2.97	445.00	0.67%
653001	Contract - Maintenance Fee Clinical Software	0.00	2,912.00	0.00%
673001	Telecommunications	721.89	12,525.00	5.76%
681001	Postage	0.00	675.00	0.00%
761001	Indirect Cost	0.00	54,708.00	0.00%
Total Expenses		25,119.23	633,500.00	3.97%

BROOKS COUNTY HEALTH DEPARTMENT UPDATE
LISA THOMAS, RN, MSN (DISTRICT NURSING AND CLINICAL DIRECTOR)

August 23, 2023

- STAFF/TRAINING UPDATE
 - The county nurse manager's position has been re-opened.
- SCHOOL UPDATES/ACTIVITIES
 - TB Skin Tests for Brooks County High Health Class
 - TB Skin Tests administered September 5, 2023 for Brooks County High School's Health Class (With Parental Consent)
 - Results to be read September 7, 2023
 - Estimated Tests To Be Administered: 27
 - School-Based Flu
 - Meeting Held with Brooks County School Nurses
 - Dates for school flu vaccinations requested from nurses.
 - School-Based Flu packets have been delivered to Brooks schools.
 - Information regarding Albuterol/Epinephrine Toolkits as well as the Diabetes Initiative was also provided.
- HEALTH DEPARTMENT COMMUNICATIONS/ADVERTISEMENTS
 - Advertisements distributed to increase productivity.
 - Newspaper
 - Radio
 - Football Programs



Brooks County Health Department

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www.southhealthdistrict.com/brooks

GEORGIA ENVIRONMENTAL HEALTH REPORT BROOKS COUNTY

FROM: 06/26/2023 – 08/10/2023

FOOD SERVICE:

Routine inspections: 10

Informal inspections/trainings: 3

ON-SITE SEWAGE MANAGEMENT:

New permits: 8

Site Built: 4

M. Home: 4

Commercial: 0

Repair permits: 5

Installation inspections: 6

Existing systems evaluated: 2

PRIVATE WATER WELLS:

Permits issued: 2

Bacterial samples: 7

Positive bacterial samples: 2

ANIMAL BITE REPORTS/RABIES:

Bite reports: 8

Inspections Report

Food Facility Inspections (10 Total)

Permit #	Permit Issue Date	Facility Name	Address	County	Purpose	Score	Grade	Inspection Date	Inspector
FSP-014-000061	06/04/2020	<u>Burger King of Quitman</u>	1304 W SCREVEN ST QUITMAN, GA 31643	Brooks	Routine	100	A	06/26/2023	Shannon Walker
FSP-014-000080	03/08/2023	<u>China Hot HZF, INC</u>	1204 W SCREVEN ST QUITMAN, GA 31643	Brooks	Routine	100	A	06/27/2023	Shannon Walker
014-201	02/02/2006	<u>Coyoacan Mexican Restaurant</u>	212 E SCREVEN ST QUITMAN, GA 31643	Brooks	Routine	91	A	08/09/2023	Shannon Walker
014-201	02/02/2006	<u>Coyoacan Mexican Restaurant</u>	212 E SCREVEN ST QUITMAN, GA 31643	Brooks	Routine	87	B	06/27/2023	Shannon Walker
FSP-014-000025	09/29/2014	<u>McDonalds</u>	902 W SCREVEN STREET QUITMAN, GA 31643	Brooks	Routine	92	A	06/26/2023	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	07/20/2023	Shannon Walker
FSP-014-000018m	04/25/2013	<u>McKinnon's Pizza, Wingz & Thingz (Mobile)</u>	16210 HIGHWAY 122 BARNEY, GA 31625	Brooks	Routine	100	A	07/20/2023	Shannon Walker
014-172	06/09/2006	<u>Sister's Place</u>	304 S COURT ST QUITMAN, GA 31643	Brooks	Routine	100	A	06/26/2023	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	06/26/2023	Shannon Walker
FSP-014-000082	06/06/1997	<u>Speedy Hot Dogs To Go (Base)</u>	434 CEDAR HILLS DR VALDOSTA, GA 31602	Brooks	Routine	100	A	07/27/2023	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	Routine	95	N/A	07/20/2023	Shannon Walker
SPP-014-000001	04/01/2020	<u>Boys & Girls Club Main Pool</u>	2300 WEBSTER RD QUITMAN, GA 31643	Brooks	Routine	95	N/A	07/20/2023	Shannon Walker