

BEN HILL COUNTY BOARD OF HEALTH

AGENDA | BUDGET MEETING
SEPTEMBER 20, 2023 | 12:00 P.M.

1. Call to Order
2. Introductions
3. Public Comments
4. Approval of June 21, 2023 Minutes **(Page)**
 - ❑ **Motion** _____
 - ❑ **Second** _____
5. Business
 - Financial Updates – Teresa Giles
 - Revenue & Expense Summary **(Page)**
 - Public Health Updates
 - Health Director’s Updates – Dr. Mark Eanes
 - Children 1st Program – Reomona Thomas **(Page)**
6. Health Department Updates – Christine Naylor, RN **(Page)**
7. Environmental Health Update – Alex Collins **(Page)**
8. The Jessamine Place Updates –
 - ❑ Financial Report **(Page)**
 - ❑ Director’s Report **(Page)**
9. Announcements
10. Adjournment

REMAINING 2023 BOARD OF HEALTH MEETINGS

- ❑ December 20, 2023

2023 HOLIDAY SCHEDULE: ALL HEALTH DEPARTMENTS/PROGRAMS CLOSED

- ❑ October 9, 2023 / Columbus Day
 - ❑ November 10, 2023 / Veteran’s Day
 - ❑ November 23-24, 2023 / Thanksgiving
 - ❑ December 25-26, 2023 / Christmas
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BEN HILL COUNTY BOARD OF HEALTH
MINUTES
June 21, 2023

The Ben Hill County Board of Health met at noon at the Ben Hill County Health Department on Wednesday, June 21, 2023.

Members Present

Daniel Cowan, Chairman
Health Parrish, Vice-Chairman
Susan Smith
Dawn Clements

Members Absent

Mayor Jason Holt
Thelma Graham, Secretary

Others Present

Mark J. Eanes, MD, MBA
Dwain Butler
Patrina Bowles
Teresa Giles
Jen Wingerstahn
Chris Naylor
Alex Collins
Julie Parker
Shirley Brooks
Stacie Nikki Payne
Crystal McCranie

Call to Order

Mr. Cowan called the meeting to order at 12:02 p.m.

Introductions

Mr. Dwain Butler introduced Dr. Mark Eanes as our new Health Director as of July 1, 2023 upon Dr. Grow's retirement. Dr. Eanes has been an active member of the Lowndes County BOH for nearly 30 years. Mr. Cowan welcomed him on behalf of the Board.

Public Comments

There were no public comments.

Approval of March 15, 2023 Minutes

Ms. Dawn Clements made a motion to approve the minutes from the March 15, 2023 meeting. The motion was seconded by Mr. Heath Parrish. All were in favor and the motion passed.

New Business:

Financial Information – Teresa Giles (See attachments)

- Ms. Giles presented the Ben Hill County Health Department's Revenue and Expense Summary through May 2023. The summary shows about 90% of the budget has been spent. By the end of the fiscal year, it will be 100% spent.
- Ms. Giles reviewed the Budget Summary for FY24 (July 1, 2023 – June 30, 2024). Resources expected this year were reviewed with a total proposed budget of \$762,750.
- Ms. Giles stated we are in line for expenses with the current fiscal year. The biggest change is pharmaceuticals; these costs have increased significantly. More funds will be budgeted for this line-item next year.

- All state employees will receive a \$2,000 raise with state funds. State funds will cover 85% of this increase; therefore, the Ben Hill County budget shows an increase in salary and fringe to cover the remainder.
- Heath Parrish made a motion to pass the Ben Hill County Health Department's FY 2024 budget. Ms. Dawn Clements seconded the motion and all were in favor.

Public Health Updates

- Dr. Mark Eanes introduced himself to the Ben Hill County Board of Health.
- **Opioid and Substance Misuse Response Program - Jennifer Wingertsahn (Page 1)** Ms. Wingertsahn informed the Board of the Opioid Program and Community Health Education she is involved in. She will go into the Community with all things' substance related whether it is for individual speaking engagements or Narcan training, overdose training, and partnership building. Some of her resources include the distribution of Narcan, also training for law enforcement, fentanyl test strips, and Deterra personal medication disposal bags for unused or expired medication. She has seen substance abuse trends including fentanyl. A new emerging substance is xylazine. They are mixing it with fentanyl and heroine and tainting the drug supply even more. Teen substance abuse is a problem, the biggest concern is gummies and vapes and kids being taken to the hospital. A recent Adolescent Overdose Report shows an 800% increase in fentanyl related overdose deaths. Ms. Wingertsahn stated, "We have a lot of educating and work to do and she is very willing to help wherever needed."

Nurse Manager's Report – Christine Naylor, RN (See Attached)

- Ms. Naylor informed the Board the health department is down a nurse.
- The health department is having a quarterly No Fee STD Clinic on June 27. These clinics are very successful, always with a 50% or greater positivity rate.
- Staff are looking at upcoming 7th and 11th graders in GRITS in order to contact them if required vaccinations are needed.
- Ben Hill CHD has partnered with Hope Harmon for a Back-to-School Bash on July 27 at the health department. Ms. Harmon has many resources and will provide bookbags and school supplies. The health department will offer vaccines and Ear, Eye, Dental & Nutrition (EEDN) screenings. The sheriff's office will provide bouncy houses and hotdogs.
- Discussion was held in regard to the health department continuing to provide vaccines for the school aged children and not the school health clinic. Ms. Clements mentioned this was her understanding.
- The health department is fully open with no barriers.
- Ben Hill County community outreach:
 - Youth Alliance Festival at the Monitor Enrichment Center on April 29.
 - Juneteenth on June 17. Provided several fentanyl test kits and bags.
 - The health department was requested to participate in Homecoming on August 3 at Monitor Enrichment Center. Will disperse hypertension, BCCP, Family Planning, etc. materials. Will also provide blood pressure and hemoglobin checks.
- At-home COVID test kits are still provided through the health department.

- Car seat classes are still provided by the health department.

Health Update – Alex Collins (See Attached)

- Mr. Collins informed the Board of a new restaurant, Cherokee Rose, and a new Mexican restaurant as well as more mobile units.
- There are only three establishments which owe money and Mr. Collins has meetings set with two. There should be 100% fee collections this year.
- All mandated inspections will be completed.

The Jessamine Place (TJP) Updates – Shirley Brooks

- Nikki Payne discussed an audit for FY22 (page 5).
- Ms. Payne reviewed the Financial Report for the year-to-date budget for July 2022 to May 2023 showing they are at 82.2% of their income and 80.5% of their expenses for the year.
- Jessamine Place’s net income is up significantly from this time last year.
- Ms. Payne reviewed the FY 2024 (July 1, 2023 to June 30, 2024) projected budget. Mr. Parrish made a motion to accept the budget and Ms. Clements second the motion. Motion carried.
- Ms. Clements made a motion to accept the 2022 audit and Mr. Parrish seconded the motion. Motion carried.
- **Director’s Report**
 - Ms. Brooks provided an overview of Jessamine Place for the Board.
 - TJP Advisory Board update was last held on June 14, 2023. Next meeting is September 14, 2023. A nominating committee meeting will be held in July for Chair, Vice-Chair and new members.
 - There are currently 23 people living in 17 host homes and 5 homes for double occupants. TJP has been approved for two new host homes, one in Valdosta and one in Ocilla with double occupancy. One host home was lost and one participant was assigned to nursing home care.
 - As of May 11, 2023 the public health emergency has ended. Jessamine Place has six months to transition back to regular compliance. Many regulations were waved during this time and will expire November 11. Rates will change in November.
 - A 2022 Jeep Wagoneer was added to the fleet of vehicles, totaling nine.
 - Outreach events mentioned were African Art Exhibit Tour at the Carnegie Center in April; volunteered with the Gardening Club at the Library; participated in a kickball game with Sunnydale; participated with People 15, who are an organization of self-advocates, in May, celebrating Special Education Graduates; rodeo at Wiley’s Farm; SPADD conference in Augusta; Street Smart event at Monitor Center; and Staff Appreciation Day.
 - Ms. Brooks announced her retirement from Jessamine Place, effective August 31, 2023.
 - Ms. Brooks made a recommendation to the Board for Assistant Director, Sandra Sheppard, to be selected as the next Director. Ms. Brooks provided background information on Ms. Sheppard and informed the Board that the TJP Advisory Board unanimously supports this recommendation from a vote at their last meeting. Ms. Brooks asked the Ben Hill County Board of Health for support as affirmation. Mr. Cowan made a motion to accept Ms. Brooks’s recommendation and Mr. Parrish seconded the motion. Motion carried.

- Mr. Cowan and the Board thanked Ms. Brooks for all she has done throughout her 30 years at Jessamine Place.

Announcements

Mr. Cowan noted Mr. Turner's seat will be open. This is a county appointed seat on the Board, Advocate for the Needy, Underprivileged and Elderly. There is an application through the County and then the Board will vote on the candidate. Mr. Cowan thanked everyone in attendance and again welcomed Dr. Eanes.

Adjournment

The meeting was adjourned at approximately 12:50 p.m.

Respectfully Submitted,

Thelma Graham, Board Secretary
Julie Parker, Typist

**Ben Hill County Board of Health
Revenue and Expense Summary
July 1, 2023 - August 31, 2023**

		YTD	Revised Budget	% of Budget Received/ Expended
Revenue				
456001	County Participating	1,681.00	10,086.00	16.67%
456004	County Non-Participating	9,902.00	59,412.00	16.67%
456024	Restricted Fund Balance - Pr Yr Fees	179,979.08	179,979.00	100.00%
456050	Restricted Fund Balance - Pr Yr Adm Claiming	79,219.28	79,219.00	100.00%
456040	Intra Agency Transfer - From Lowndes GIA	32,046.00	32,046.00	100.00%
456040	Intra Agency Transfer - From Annex 750	41,284.00	41,284.00	100.00%
456051	Qualifying Local Funds - Interest Income	613.75	2,000.00	30.69%
458001	Grant-In-Aid	32,740.00	360,140.00	9.09%
456008	Out-Patient Medicare Fees	2,666.02	0.00	N/A
456010	Out-Patient Client Fees	6,072.64	0.00	N/A
456016	Private Insurance	6,670.71	0.00	N/A
456022	Health Check	1,931.41	0.00	N/A
456031	Environmental Fees	4,430.00	0.00	N/A
456034	Medicaid - DSPS	2,742.56	0.00	N/A
456036	Medicaid PCM	726.00	0.00	N/A
456049	Current Yr Adm Claiming	15,170.29	0.00	N/A
Total Revenue		417,874.74	764,166.00	46.51%
Expenses				
511001	Salaries	47,522.36	280,595.00	16.94%
513001	Hourly Labor	2,297.76	18,382.00	12.50%
514001	FICA	3,433.45	20,603.00	16.66%
515001	Retirement	14,595.52	90,997.00	16.04%
516001	Health Insurance	13,997.24	82,647.00	16.94%
614001	Supplies & Materials	631.65	32,781.00	1.93%
614018	Pharmaceuticals	19,054.65	109,772.00	17.36%
615001	Repairs & Maintenance	1,943.59	14,250.00	13.64%
617001	Utilities	1,634.91	8,500.00	19.23%
618001	Printing	391.50	875.00	44.74%
619001	Other Rent	0.00	245.00	0.00%
620001	Insurance and Bonding	0.00	712.00	0.00%
622001	Direct Benefits to Clients	992.70	2,150.00	46.17%
627001	Other Operating	156.21	4,252.00	3.67%
633001	Computer Software - Microsoft License Fee	0.00	6,348.00	0.00%
640001	Travel	328.88	3,490.00	9.42%
645001	Rental of Equipment	572.36	3,054.00	18.74%
651001	Per Diem & Fees	64.57	951.00	6.79%
653001	Contract - Maintenance Fee Clinical Software	0.00	4,466.00	0.00%
673001	Telecommunications	1,760.60	11,009.00	15.99%
681001	Postage	1,500.00	1,778.00	84.36%
761001	Indirect Cost	0.00	66,309.00	0.00%
Total Expenses		110,877.95	764,166.00	14.51%



Ben Hill County Health Department
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Environmental Health Activities **6/1/2023 through 8/31/2023** **(Ben Hill County Board of Health September 20, 2023)**

Permitted Facilities:

- 61 Food Establishments
- 1 Septic Tank Pumper
- 8 Tourist Accommodations
- 2 Public Swimming Pools
- 1 Body Art Establishment

Activities:

- 40 Food Service Inspections
- 4 Tourist Accommodation Inspections
- 8 Site Evaluations for Septic Systems
- 6 Septic Tank Permits Issued
- Inspected 6 Septic Systems
- Evaluated 2 Existing Septic Systems
- 6 Water Samples Collected and Evaluated
- Issued 2 Well Permits



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Food Service Inspections (6-1-23 through 8-31-23)				
Facility Name	Purpose	Score	Grade	Inspection Date
46 & 1 Melton Soulfood, LLC	Routine	100	A	06/22/2023
46 & 1 Melton Soulfood, LLC (Base)	Routine	100	A	06/22/2023
Ben Hill County Head Start	Routine	100	A	08/23/2023
Burger King #6548	Routine	95	A	07/12/2023
Cafe` Budapest	Routine	96	A	06/01/2023
Captain D's	Routine	100	A	07/26/2023
Cherokee Rose	Routine	96	A	06/08/2023
Chicken Coop	Routine	100	A	06/08/2023
Cirillo's Pizzeria	Routine	100	A	06/08/2023
Coastal Plain Barbecue Company	Routine	100	A	06/01/2023
Coastal Plain Barbecue Company (Mobile)	Routine	100	A	06/01/2023
Flossie's Country Kitchen	Routine	100	A	06/15/2023
Fred's Mobile Kitchen Express	Routine	100	A	06/14/2023
Fred's Mobile Kitchen Express (Base)	Routine	100	A	06/14/2023
Hibachi Buffet	Routine	90	A	06/23/2023
Huddle House	Routine	100	A	07/26/2023
La Lomita Mexican Restaurant and Store	Routine	100	A	06/01/2023
Life Care Center	Routine	100	A	06/01/2023
Lil' Shack by the Trax	Routine	100	A	06/01/2023
Little Angel	Initial	100	A	06/13/2023
Little Angel Mobile	Initial	100	A	06/13/2023
McDonalds	Routine	100	A	08/09/2023
Ms. Motts' Place	Routine	100	A	06/01/2023
Nabila's Garden Restaurant, INC	Routine	100	A	06/28/2023
Our Daily Bread	Routine	96	A	06/01/2023
Pizza Hut #2954	Routine	100	A	07/12/2023
Puckett's Place Hometown Diner	Routine	100	A	06/01/2023



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<u>Food Service Inspections (6-1-23 through 8-31-23) cont.</u>				
Restaurante El Nopal	Initial	100	A	06/28/2023
RJ's Mobilite Kitchen and Catering, LLC	Routine	100	A	06/16/2023
RJ's Mobilite Kitchen and Catering, LLC (Base)	Routine	100	A	06/16/2023
Ronny's BBQ	Routine	96	A	06/01/2023
Tallman's Cook Spot	Routine	100	A	06/23/2023
The Fitzgerald Pillars	Routine	100	A	06/08/2023
The Owens Girls	Routine	100	A	06/23/2023
Watch Cooking Melissa	Routine	100	A	06/27/2023
Watch Cooking Melissa (mobile)	Routine	100	A	06/27/2023
Wendy's	Routine	100	A	08/09/2023
Woody's Restaurant	Routine	100	A	06/16/2023
Your Daily Dose	Routine	100	A	06/08/2023
Zaxby's	Routine	91	A	07/26/2023

<u>Tourist Accommodation Inspections (6-1-23 through 8-31-23)</u>				
Facility Name	Purpose	Score	Grade	Inspection Date
Paulk Park RV Campground	Routine	100	A	07/12/2023
Colony Motel	Routine	93	A	06/28/2023
Tiny Dreams Cottages	Routine	100	A	06/27/2023
Dorminy Masee House	Routine	100	A	06/15/2023