

DeKalb County Board of Health
Meeting Minutes
September 26, 2013
3:00 – 5:00 p.m.
Bohan Auditorium

Board Members Present

Arlene Parker Goldson, Board Chair
Jacqueline Davis, Board Vice Chair
Daniel Salinas, M.D., Board Parliamentarian
The Honorable Jeff Rader
Alice A. Thompson, Ed.D (for Interim Superintendent Michael L. Thurmond)

Guests and Staff Present

S. Elizabeth Ford, M.D., M.B.A., District Health Dir.
John Reese, PharmD, MS
Vickie Elisa
Demetria Patton
Alicia Cardwell Alston
Hanna Demeke
Letha Baines
Ryan Cira
Brenda K. Smith
Dianne McWethy
Jason Langbehn
Beth Ruddiman
Les Richmond, M.D., M.B.A.
Alan Gaines
Bob Wheeler
Mandy Seaman
Retha Williams

Guests and Staff Present, cont'd.

Sandra Piñeyro, Exec. Assistant
Paula Renee
Jessica Grippo
Sentayehu Bedane, M.D.
Dwayne Turner, D.D.S.
Thomas Maney
Tesi Gillispie
Mia Young
Patricia Joseph
Kelly Mullins
Nakija Benjamin
Althea Otuata
Bernard Hicks
Juanette Willis
Greg French
Brandi Whitney
Tom Keating

The regular meeting of the DeKalb County Board of Health was called to order by Chair Goldson at 3:10 p.m. Chair Goldson welcomed Alice Thompson, Interim Deputy Superintendent, who represented Board member Michael L. Thurmond, Interim Superintendent, at this meeting.

Approval of Minutes

Chair Goldson asked for a motion to approve the May 23, 2013, Board meeting minutes. Commissioner Rader moved to accept the minutes and the motion was seconded and approved.

September 26, 2013 Director's Board Report

Office of Emergency Preparedness

The Office of Emergency Preparedness collaborated with the Women, Infants and Children (WIC) program to dispense fresh food packages during its annual farmers market. The event's purpose was to provide WIC clients with healthy food choices and improve nutrition. There were approximately 800 in attendance.

Marketing and Business Development Division

Division staff attended the Georgia Department of Public Health's Crucial Conversations train-the-trainer workshop and has trained 16 Board of Health employees. A SWOT (strengths, weaknesses, opportunities and threats) survey was mailed to Board of Health partners to analyze our services. The division hosted a documentation review session as part of the agency's accreditation process. Demetria Patton was hired as the new public health accreditation assistant coordinator. She holds a BA in English from Spelman College and a JD from Thomas M. Cooley Law School. Ms. Patton previously assisted Cobb County with their accreditation and helped manage their Mobilizing for Action through Planning and Partnerships process.

Administration Division

The division is preparing for the FY2013 Board of Health audit. The FY2014 Board of Health budget was submitted to the DeKalb County Government, as well as the list of FY2014 DeKalb County capital improvement projects.

The Human Resources Department processed 148 personnel action requests.

The Policy and Procedures Committee reviewed the Use of Board of Health Property and Resources Policy 40-11, the Family Medical Leave Policy 30-12, and the Standards of Conduct and Ethics in Government Policy 30-19.

Information Technology is developing a request for proposals for an integrated human resources, finance, purchasing, contracts and inventory management system.

The Facilities Office processed 130 work orders, of which 103 were sent to the county, with 35 of these completed. A closed circuit television system was installed at Clifton Springs Health Center.

The Purchasing Department processed 280 purchase orders and 28 contracts and/or agreements.

Vital Records issued 6,141 death certificates and 2,753 birth certificates.

Environmental Health Division

Environmental Health closed five restaurants as a result of receiving two consecutive "U" grades.

Community Health and Prevention Services Division

The Ryan White Early Care Clinic provided services to 448 unduplicated clients through 1,385 service visits. Thirty-one were new clients. The HIV outreach program distributed 5,400 condoms. The Linkage to Care program received 39 referrals. Of these, 23 were new HIV-positive individuals and 16 were previous positive individuals.

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Community Health and Prevention Services Division, cont'd.

We are happy to report that the Tuberculosis Clinic did not experience a large-scale contact investigation (25 or more people) during the previous two-month period. The INH drug restrictions have been lifted by the Centers for Disease Control and Prevention.

The Refugee Health Clinic's staff screened 413 newly-arrived refugees. The clinic was able to screen 97 percent of refugees referred to the clinic within 30 days of arrival in to the country. They provided 318 primary care visits for refugee children.

The Sexually Transmitted Disease Prevention Outreach staff, the Ryan White Early Care Clinic and the Tuberculosis Clinic participated in the WIC/Emergency Preparedness farmers market at Clarkston High School. At the two-day event, 2,016 condoms were distributed and the attendees were educated on STDs, HIV, and Tuberculosis.

Dental Health Services also collaborated in the WIC farmers market event.

Adolescent Health and Youth Development staff implemented the Personal Responsibility and Education Program in the DeKalb County Parks and Recreation summer camps. The program enrolled over 200 participants.

Babies Can't Wait served approximately 500 children and received 253 referrals in a two-month period. The program maintained compliance with federal indicators.

Children's Medical Services has 302 active clients. They received the budget allotment for FY2014 with a decrease in funding. They also received a decrease in FY2013.

Mothers Offering Resources and Education has a combined caseload of 116.

Immunization's compliance rate is 96 percent. Four facilities were reported to the Georgia Department of Early Care and Learning for non-compliance.

During the WIC farmers market, WIC successfully issued 3,095 vouchers to WIC participants totaling \$92,850 worth of fruits and vegetables.

The East DeKalb Health Center staff provided back-to-school services, which included immunization, and hearing, vision and dental screenings. Extended hours were provided. The center participated in CEO Lee May's Family Fun Day, where approximately 2,000 were in attendance.

The Vinson Health Center registered 1,925 clients for back-to-school services and provided 3,006 hearing, vision, and dental screenings and 2,213 immunizations.

The Health Assessment and Promotion staff investigated 32 foundations that are viable sources of grants relating to chronic disease prevention, injury prevention and epidemiology.

The staff drafted a concept paper on establishing a research, development and evaluation unit at the Board of Health.

The Office of Epidemiology and Statistics was notified of a case of *Neisseria Meningitidis* in a 26-year-old male. A presentation was given to the DeKalb County school nurses on the infectious disease protocol and common communicable diseases of children.

The Office of Chronic Disease Prevention's Live Healthy DeKalb coalition hosted a July 26 event at the Board of Health to celebrate National Dance Day. A member of the coalition led a zumba class in Bohan Auditorium. The coalition participated in DeKalb County's National Night Out in partnership with the Housing Authority of DeKalb County at the Tobie Grant apartment complex in Scottdale. They gave out information and signed up about 10 families for the "Go Green" initiative to encourage them to recycle and adopt a tobacco-free lifestyle.

The Office of Injury Prevention initiated a memorandum of understanding for injury prevention and occupant protection programs with the City of Clarkston Police Department. A child passenger safety class was held in Clarkston in collaboration with the department.

September 26, 2013 Announcements

Human Resources issued 12 faithful service awards. One employee received their 30-year award, one employee received their 25-year award, one employee received their 15-year award, two employees received their 10-year award and seven employees received their five-year award.

September is National Food Safety Education Month and this year's theme is "Allergens: Avoid a Reaction by Taking Action."

Jessica Leigh Anderson joined Health Assessment and Promotion as the new public health educator for Safe Communities. Ms. Anderson comes to the Board of Health from Georgia's Traffic Injury and Prevention Institute where she was a program specialist II and a certified child passenger safety technician.

Children 1st welcomes Veronica Watkins as the new Universal Newborn Hearing and Screening Initiative coordinator.

July 25, 2013 Director's Board Report

Office of Emergency Preparedness

Emergency Preparedness is working on closed points of dispensing partnerships with the DeKalb County Sheriff's Department and the Internal Revenue Service. The office and the Medical Reserve Corps received over \$20,000 in emergency support equipment and supplies from the DeKalb County Office of Emergency Management through the Urban Area Security Initiative.

Marketing and Business Development Division

The division coordinated the media partnerships for the Birthday Bash and Praise in the Park events to distribute educational and awareness materials on STDs.

Administration Division

The Kirkwood Health Center's telephone system installation has a "go live" date of August 1.

The Facilities Office performed severe weather activation drills at all health centers. Bomb/chemical/gas leak drills will occur at all health centers as well. The roof leak issues at the Richardson building have been assessed by the county contractor. Their report notes deficiencies and the county has listed the facility for roof repair.

Environmental Health Division

During September, the division printed and mailed 2,100 restaurant and tourist court accommodation invoices. The estimated revenue from the two programs for FY2013-2014 is \$1,048,000.

Community Health and Prevention Services Division

The Tuberculosis (TB) program conducted contact investigations at two businesses for workplace exposures to active TB patients. A total of 128 contacts were identified. Of these, 118 individuals received tuberculin skin tests and 14 of them tested positive and were referred to the Board of Health for further evaluation. A total of 73 students and six staff members were identified as contacts. Of these, 68 received testing by means of the Quantiferon Gold TB blood test and tuberculin skin test. None of the contacts tested positive. The program received a state budget reduction of \$50,000. The cut will affect the program's hourly employees.

Refugee Health staff screened 336 newly-arrived refugees. Staff participated in the annual World Refugee Day celebration at the Clarkston Community Center.

The Sexually Transmitted Disease/HIV Prevention program collaborated with the DeKalb County Community Service Board's drug addiction clinic in honor of National HIV Testing Day.

Adolescent Health and Youth Development has begun implementing the Personal Responsibility and Education Program at Beyond the Bell, United Methodist Church, Sportz Academy, and DeKalb County Parks and Recreation centers. The goal is to graduate 225 participants by September 30.

The Children 1st Health Check outreach funding ended as of June 30. No additional funding will be received for FY2014.

The Clifton Springs Health Center's family planning Title V funding was reduced by 50 percent for FY2014. Efforts are underway to maintain clinical services at the three family planning locations. The Breast and Cervical Cancer Screening Program exceeded the screening goal of 305 by 134 clients in FY2013.

The North DeKalb Health Center's Travel Clinic excelled in June by collecting \$10,784 in revenue.

The Vinson Health Center staff provided outreach services at Agnes Scott College and administered 14 HPV vaccinations. They also provided immunizations and back-to-school information during health fairs in the community. The health center administered 12,771 vaccinations during FY2013.

The Office of Epidemiology and Statistics has completed the newest version of the Common Communicable Diseases of Children manual which has been posted on the Board of Health Web site. The Youth Risk Behavior Survey has been completed in all 19 DeKalb County high schools.

The Office of Chronic Disease Prevention worked to support congregational wellness activities in DeKalb County. Congregations that demonstrate an interest and readiness are being supported with mini-grants of \$1,500. The focus areas are physical activity and nutrition.

The Office of Injury Prevention worked in partnership with DeKalb Fire and Rescue. Ghost Out activities were held at Miller Grove, Cedar Grove, Southwest DeKalb, Lakeside and Dunwoody high schools.

July 25, 2013 Announcements

Human Resources employed 18 summer workers through the DeKalb Workforce Development training program. Students were assigned to various locations including Clifton Springs Health Center, Human Resources, the Ryan White Early Care Clinic, WIC and the Tuberculosis Clinic.

Yvonne Harris, NP, retired from North DeKalb Health Center in June after 25 years of dedicated service. The center welcomes Jatelia Reid. Ms. Reid will hold the position of Public Health Technician II.

Clifton Springs Health Center welcomes AARP volunteer Shirley Moss.

Vinson Health Center welcomes Nicki Ivey, the center's new public health nurse.

Dr. Ford welcomed the Board of Health's new pharmacist, John Reese, PharmD, MS.

Mr. Reese comes to the Board with a wealth of knowledge and expertise and recently served as the pharmacist-in-charge for the DeKalb Community Service Board.

Service Pin Presentations

Dr. Ford congratulated Connie Bell (Environmental Health) for 30 years of service and Belinda Crittenton (Clifton Springs Health Center) for 25 years of service.

Congratulations to Alan Gaines who attended to receive his 30-year service pin. Mr. Gaines has worked in the Environmental Health Division for all 30 years. He has worked in practically all areas of Environmental Health and is currently the Technical Services Manager. Mr. Gaines has served as a mentor to many Environmental Health staff and has provided invaluable service and advice to DeKalb County residents. Mr. Gaines graduated from Georgia College in Milledgeville, GA, with a degree in biology.

Congratulations to Robert Wheeler who attended to receive his service pin. Mr. Wheeler has worked for the Board of Health for all 30 years in the Environmental Health Division. Mr. Wheeler has worked in all areas of Environmental Health and now holds the position of Atlanta Lead and Healthy Homes Regional Coordinator. Mr. Wheeler holds a degree in biology with a minor in chemistry from Georgia State University.

Approval of the Status of Health as the Community Health Assessment (CHA) Report for Public Health Accreditation

Dr. Ford stated that the Board of Health is required to submit documents (a community health assessment report, a community health improvement plan and a strategic plan) to be approved by the local Board of Health. Staff is asking for approval to use the DeKalb County Board of Health's 2010 Status of Health Report as the official Community Health Assessment Report. Commissioner Rader asked if the 2010 date is within the timeframe for accreditation. Dr. Ford answered that it fits into the timeframe and the assessment is an ongoing process. Commissioner Rader moved to designate the 2010 Status of Health Report as the Community Health Assessment Report for the purposes of public health accreditation. The motion was seconded and approved unanimously.

Presentation and Approval of the 2013 Community Health Improvement Plan (CHIP) for Public Health Accreditation

Alicia Cardwell Alston, chair of the Community Health Improvement sub-committee, presented on the plan, a key component of the public health accreditation process. The presentation included the members of the CHIP team, a description of the CHIP and the applicable accreditation standards. Ms. Cardwell Alston reviewed the roadmap to CHIP from 2002 to 2013.

Chair Goldson stated that the community engagement process that preceded the CHIP was the Mobilizing for Action through Planning and Partnerships (MAPP) process. She stated that there were about 4,000 individuals involved in the process through the Live Healthy DeKalb

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Presentation and Approval of the 2013 Community Health Improvement Plan (CHIP) for
Public Health Accreditation, cont'd.

Coalition. Chair Goldson applauded Ms. Cardwell Alston and the Live Healthy DeKalb Coalition for their good work.

At this point, Parliamentarian Salinas moved to accept the 2013 Community Health Improvement Plan. The motion was seconded and approved unanimously.

Financial Status Report

Brenda K. Smith, Chief Financial Officer, reviewed the report for the period ending August 31, 2013 (see attached memo).

The letter mailed to the DeKalb County government indicating the Board of Health's capital improvement requests was shared with the Board.

The Board discussed the FY2011 audit settlement for the period ending June 30, 2012. The Department of Public Health (DPH) owes the DeKalb County Board of Health \$393,132. To date, DPH has not paid this. Dr. Ford has continued to raise the matter with Commissioner Brenda Fitzgerald. As a result, the DPH's Chief Financial Officer, Kathryn Pfirman, submitted a budget request for the monies to be appropriated to the Board of Health in the Governor's amended FY2014 budget, since monies returned to the fund balance at the end of fiscal year 2011 may only be re-appropriated by budget appropriation.

Board member Rader asked if it was an oversight. Dr. Ford answered that it was an audit finding. She further stated that DPH has acknowledged the validity of the amount owed. Board Chair Goldson asked if there was anything the Board could do to retrieve the money. Board member Salinas asked how the Board of Health would allocate the returned funds. Dr. Ford answered that they would go back to the Board's general fund. Board member Rader said that he is interested in receiving the finance and audit reports. He further stated that our budget should be considered under public safety. Health and safety are synonymous.

Public Comments

Tom Keating, Project CLEAN, handed out United Nations Resolution number 67/291 - Sanitation for All. The resolution was adopted July 24, 2013. He stated that November 19 is World Toilet Day. He asked the Board of Health to work on a similar resolution for DeKalb County. Mr. Keating gave the keynote speech at the German Toilet Organization's national competition, "Toilets Make Schools."

Board Comments

Chair Goldson thanked everyone for attending and encouraged everyone to get their flu shots.

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Adjournment

Board member Rader motioned to adjourn the meeting. The motion was seconded and approved unanimously.

The next regular meeting of the DeKalb County Board of Health will be held on Thursday, November 21, 2013, at 3:00 p.m.

Respectfully submitted,

Sandra Piñeyro
Recording Secretary

Approved by:

Arlene Parker Goldson, Chair
Jacqueline Davis, Vice Chair
Daniel Salinas, Parliamentarian