

**DeKalb County Board of Health
Regular Meeting Minutes
January 22, 2015
3:00 p.m. – 4:00 p.m.
Bohan Auditorium**

Board Members Present

Arlene Parker Goldson, Chair
Jacqueline Davis, Vice Chair
The Honorable Edward Terry (via telephone)
Vasanne Tinsley, Ed.D.

Board Members Absent

Daniel Salinas, M.D.
The Honorable Jeff Rader

Staff and Guests Present

S. Elizabeth Ford, M.D., M.B.A., District Health Dir.
Bianca Howard
Beth Ruddiman
Vickie Elisa
Dianne McWethy
Brenda K. Smith
Les Richmond, M.D., M.B.A.
Ryan Cira
Bernard Hicks
Angelle “Nikki” Rozier
DaJuana Turman
Wanda Reese
Kassie Bennett
Paul Spadafora
Zipatly Mendoza
Don Brundage
Camara Phyllis Jones
Mandy Seaman
April Kelley
Carolyn Hodge-Armstrong
Mia Young
Jotonna Tulloch

Staff and Guests Present

Sandra Piñeyro, Recording Secretary
Amanda Smith
Katrina Green
Lisa Wolfgang, RN
Wanda Reese
Yolanda Tapp
Jessica Barr
Althea Otuata
Greg French
Alyssa Soluren
Ed Prime
Velma Benton-Hamler
Tesi Gillispie
Sentayehu Bedane, M.D.
Teresa Edwards
Catherine Palmer
Retha Williams
Dwayne Turner, D.D.S.
Patricia Joseph
Cassandra Blue
Daryl K. Blue

The regular meeting of the DeKalb County Board of Health was called to order by Board Chair Goldson at 3:10 p.m.

Approval of Board Meeting Minutes

The minutes of the meeting of November 20, 2014 regular meeting, were unanimously approved following a motion by Vice Chair Davis and seconded by Mayor Terry.

Election of 2015 Board of Health Officers

Vice Chair Davis asked for nominations for the Chair, Vice Chair, and Parliamentarian positions for calendar year 2015. Chair Goldson nominated Board member Rader as Board Parliamentarian for 2015. Vice Chair Davis seconded the nomination. The motion passed unanimously. Chair Goldson nominated Vice Chair Davis as Vice Chair for 2015. Board member Tinsley seconded the nomination. The motion passed unanimously. Vice Chair Davis nominated Chair Goldson as Chair for 2015. Board member Tinsley seconded the nomination. The motion passed unanimously.

Appointment of 2015 Board of Health Budget Committee

Chair Goldson asked Board member Terry, Vice Chair Davis, and Board member Tinsley to serve on the 2015 budget committee. All agreed to serve.

Director’s Board Report

Dr. Ford talked about the success of the Board of Health’s holiday celebration and thanked all the employees who participated in the “Tree of Love,” a Christmas initiative by DeKalb County Commissioner Larry Johnson. The Board of Health helped 18 families.

The Office of Emergency Preparedness is working on providing medical countermeasures data to the state office of Strategic National Stockpile and to the Centers for Disease Control and Prevention. The office is also working on the District Hazardous Analysis Report. The report identifies district strengths and weaknesses in such areas as: chemical and biological detection and decontamination; disease surveillance and laboratory operations; dispensing planning, training, and operations; volunteer operations and management; recovery operations; and funding. This is the fourth year of the five-year process. The office also has been awarded funding by the DeKalb County Emergency Management Agency in the amount of \$5,000. The money will be used to purchase CPR kits to train Board of Health volunteers and key personnel. This is a big deal because the Board of Health has been hiring someone to come in and train, but now we will have all the materials ourselves. The money also will go towards assisting with inventory and storage enhancements.

The Marketing and Business Development Division has been working diligently on the StandUp2HIV \$650,000 media campaign with Fulton County Health and Wellness that is designed to reach African-American and Hispanic youths who are 15 to 25 years of age. New Year/New You is coming back after a one-year hiatus, scheduled for March 27. There will be a Status of Health rollout and volunteer recognition this spring. The Board of Health is also launching a Passport to Women’s Health campaign. The division also is coordinating a 13-part series with Health Assessment and Promotion to reach seniors at the Lou Walker Senior Center.

The Administration Division is working with Tyler Technologies on the integrated resource system. A new chart of accounts had to be developed, but the project is moving along as scheduled.

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Director's Board Report, cont'd.

The Finance Department submitted the FY2014 cost allocation plan to the state. The plan reflects a revised indirect cost rate of 11.82 percent, which is slightly less than what was proposed. The indirect cost rate will be applied to all the categorical and grant-funded programs retroactive to July 2014.

Human Resources processed 81 personnel action requests. Thirty-six volunteers and interns were credentialed.

The Policy and Procedures Committee approved the computer equipment and internet usage, information security program, and probationary period policies. The committee is currently reviewing the leave without pay; annual, sick and personal leave and short-term or other leave without pay policies.

A number of trainings have been held for Family Planning, Babies Can't Wait, Children 1st, Children's Medical Services, and Women, Infants and Children. Dr. Brenda Fitzgerald, Georgia Department of Public Health Commissioner, provided a videoconference on Ebola. The Board of Health also offered CPR certification/recertification and performance management/quality improvement trainings.

Facilities had 92 work orders, of which 37 were sent to the county. The Board of Health continues to meet with the DeKalb Community Service Board to make sure all facility concerns are being addressed.

Purchasing processed 253 purchase orders.

The Office of Contracts processed 10 contracts, agreements, and amendments.

Vital Records modified their organizational structure to enhance customer service. In November and December there were 1,677 birth certificates filed and 6,030 death certificates issued. There were 597 death certificates filed.

The Environmental Health Division had 28 staff conduct 7,034 inspection/enforcement activities and 2,384 complaint investigations. The division investigated 12 complaints of food borne illness. The epidemiology program investigated one outbreak of Norovirus at Emory University, where 150 students, faculty, and staff were ill in mid-November.

The Ryan White Early Care Clinic provided primary care and psychosocial services to 415 unduplicated clients through 2,102 service visits. Eight were new clients. The program participated in eight outreach events where 126 HIV tests were administered. There were 2,910 condoms distributed by the HIV health educator.

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In November and December, Refugee Services screened 365 newly-arrived refugees.

The Tuberculosis (TB) Clinic provided care for 1,046 patients in November and December, which does not include outreach activities. There was a major contact investigation in December at Freedom Middle School, where 189 students and nine staff were tested. The state's TB program consultant, Dr. Susan Ray, made a donation to the Fugees Academy in honor of the DeKalb County TB program. The American Lung Association of Georgia donated gifts to some TB patients. Georgia State University's female athletes collect toiletries when they travel to away games and donate them to agencies. The items were distributed among the TB, HIV, and other programs. This is going to be a great partnership.

Dental Health Services is prolific as usual. The program provided services to schools, daycares, Head Start programs, and a homeless shelter. The dental clinic provided a no-cost clinic at Kirkwood Health Center for those who were unemployed or part of the working poor that are not Medicaid- eligible. This was supported by a grant from the Delta Community Care Foundation.

Adolescent Health and Youth Development is implementing PREP. They completed training on the curriculum Be Proud! Be Responsible! Be Protective! The program targets adolescent mothers and pregnant girls.

Babies Can't Wait is serving 507 children. Children 1st is serving 1,031 children. Children's Medical Services is serving 308 clients.

Immunization staff visited 311 childcare facilities where they assessed 20,426 immunization records, with a compliance rate of 97 percent. Staff also visited 135 kindergarten programs, where they assessed 9,793 immunization records, with a 97 percent compliance rate.

The WIC program had 13,141 referrals. The program met the state processing standards for the first quarter of federal fiscal year 2015 (Oct. 1 – Dec. 31, 2014). The WIC program now approves organic produce for purchases.

Clifton Springs Health Center hosted Apples for Teachers outreach at Flat Shoals Elementary School. Students and teachers received vaccines. Unfortunately, we have not been able to receive additional funding for Family Planning. The Board of Health has been monitoring the changes related to this. Family Planning visits have declined by 8.4 percent over the past two months.

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East DeKalb Health Center nurses attended Breast and Cervical Cancer Program training at the Clifton Springs Health Center.

Vinson Health Center staff administered TB skin tests at Rem-Kiks, flu shots at schools and businesses, and Hepatitis A vaccines at Agnes Scott College.

Health Assessment and Promotion received a National Association of County and City Health Officials' Reducing Disparities in Breastfeeding through Peer and Professional Support grant. The Board of Health also submitted Ryan White Part A and Susan G. Komen Breast Cancer Patient Navigation grant applications. The Susan G. Komen grant would focus on patient navigation that begins after an abnormal finding on a breast imaging test.

Safe Kids DeKalb hosted one Child Passenger Safety class. Caregivers were instructed and eight seats were distributed. The Board of Health received a Minority Youth Violence grant and Health Assessment and Promotion is working with the county through President Obama's "My Brother's Keeper" initiative.

The Office of Chronic Disease Prevention's Live Healthy DeKalb Coalition held their strategic planning retreat in January. Health Promotion Initiative staff met with parents at Indian Creek Elementary School regarding pedestrian safety. Twenty-five parents were present to learn about safe and healthy walking. The men's health initiative participated in diabetes expos at St. Paul A.M.E. Church and Cobb Galleria, and led sessions at the Georgia Diabetes Coalition's annual meeting and sessions with Dr. Bobby Jones at a Check/Change/Control event.

The Office of Epidemiology and Statistics participated in an Ebola tabletop exercise with Oglethorpe Power Company.

Announcements

Congratulations to Human Resource Manager Jackie Hill who received her Bachelor's degree in human resources management.

Velma Benton-Hamler received her 20-year service award. Lisa Wolfgang received her retirement gift for 35 years of service. Lisa has been with the Board of Health for 43 years.

North DeKalb Health Center welcomes Eva Williams, hourly nurse practitioner, and Jennifer Nidez, hourly clerk I.

Iris Carreon is new to the Vinson Health Clinic as a public health nurse.

In December, the Office of Epidemiology and Statistics' Jessica Grippo, district epidemiologist, presented a poster at the National Healthcare Preparedness Conference in Denver. She also

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Announcements, cont'd.

represented the Board of Health at a celebration of the science, technology, engineering and math (STEM) program at Tucker Middle School. Tucker Middle School is the first middle school in Georgia to be STEM-certified.

Financial Status (see attached Financial Status Report Summary)

Public Comments

No public comments.

Board Comments

Chair Goldson informed the Board of Directors that the Board is closer to having an appointment from the City of Atlanta and thanked Sandra Piñeyro for her efforts.

It was proposed to change the original retreat date of February 10 to a later date, include new members. Chair Goldson proposed a date of June 16 or 17, 2015.

Dr. Ford informed everyone that she was able to meet DeKalb County Commissioner Nancy Jester at the 2015 State of the County address. She believes that there is potential for a great partnership with Commissioner Jester.

Adjournment

Chair Goldson asked for a motion to adjourn. Board member Tinsley moved to adjourn. The motion was seconded by Vice Chair Davis at 3:56 p.m., with all members in favor.

Respectfully submitted,

Approved by:

Sandra Piñeyro
Recording Secretary

Arlene Parker Goldson, Chair
Jacqueline Davis, Vice Chair
The Honorable Jeff Rader, Parliamentarian