DeKalb County Board of Health Board Meeting Minutes March 27, 2014 3:00 p.m. – 5:00 p.m. Bohan Auditorium

Board Members Present

Arlene Parker Goldson, Chair Jacqueline Davis, Vice Chair Daniel Salinas, M.D., Parliamentarian The Honorable Jeff Rader Vasanne Tinsley, Ed.D. (via telephone)

Staff and Guests Present

S. Elizabeth Ford, M.D., M.B.A., District Health Dir.

Pat Joseph Tom Keating

Brenda K. Smith

Nakija Benjamin

Terri James Demetria Patton Hanna Demeke

Kathy Wilson Bernard Hicks Letha Baines Vickie Elisa Beth Ruddiman

Les J. Richmond, M.D., M.B.A.

Althea Otuata Ryan Cira Andrea Stokfisz Laurence Nelson

Staff and Guests Present

Sandra Piñeyro, Recording Secretary

Don Brundage

Sentayehu Bedane, M.D.

Danika Fanner

Dwayne Turner, D.D.S.

Cartesha Cox Jessica Grippo

Alicia Cardwell Alston

Vickie Lynch Cheryl Desbordes Debbie Wrenfroe Katrina Green Mia Young Betty Pomeroy Alfred Pomeroy Teresa Edwards Greg French

The regular meeting of the DeKalb County Board of Health was called to order by Board Chair Goldson at 3:08 p.m.

Approval of Minutes

The regular meeting minutes of January 23, 2014 were unanimously approved by a motion from Board member Davis, and seconded by Board member Tinsley. All voted in favor.

Ratification Vote for the Nomination of the Honorable Jeff Rader as Board Parliamentarian

Board Chair Goldson announced that she would like to ratify the nomination of the Honorable Jeff Rader as Board Parliamentarian. All voted in favor.

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Discussion on the July 24, 2014 Board of Health Regular Meeting

Board Chair Goldson moved to cancel the July 2014 Board meeting. She stated that the July meetings are generally informational only. Board Chair Goldson further stated that in the event that the Board of Directors is needed to vote on a particular matter, a special meeting may be called. All members agreed to cancel the July 2014 Board of Directors meeting, with the abovementioned stipulation.

Director's Board Report

Dr. S. Elizabeth Ford, District Health Director, introduced Laurence D. Nelson, MSW, director of the DeKalb County Department of Family and Children Services (DFACS). Dr. Ford considers DFACS a very important partner of the Board of Health and invited Mr. Nelson to introduce himself to the Board.

The Office of Emergency Preparedness is in the final negotiating stages of a closed point of dispensing agreement with the DeKalb County Sheriff's Department.

Marketing and Business Development has uploaded 50 percent of the agency's PHAB accreditation documents. A productive external stakeholder review meeting was held, where both Board member Dr. Tinsley and Parliamentarian Rader participated. A site visit was hosted for the Healthcare Georgia Foundation to review the Board of Health's progress and staffing.

Administration is closing out contracts and purchase requisitions for this fiscal year.

Human Resources processed a total of 130 personnel action requests.

The Policy and Procedures Committee reviewed HIPAA Policy, 200-6, and the Probationary Period Policy, 30-19.

CPR certification and recertification, Microsoft Office basics and Excel basics trainings have been conducted. The state is converting the e-mail system from GroupWise to Outlook, therefore, training may be required.

Information Technology is deploying fax server technology, so there will no longer be standalone fax machines.

The Facilities office processed 121 work orders, of which 61 were sent to the county.

Purchasing processed a total of 159 purchase orders and the Office of Contracts processed a total of 20 contracts, agreements, and amendments.

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During January and February, Vital Records issued 2,616 birth certificates and 6,099 death certificates.

Environmental Health's swimming pool and spa season is underway. Swimming pool training seminars are scheduled for April. The selection process for seasonal staff has also begun. There were three restaurant closures, resulting from two consecutive "U" grades.

The Ryan White Early Care Clinic provided services to 465 unduplicated clients, through 2,451 visits. There were 34 referrals to the Linkage to Care Program. The HIV program received \$31,437 to expand its dental clinic capacity.

The Tuberculosis (TB) Clinic conducted investigations in a high school and a college and tested a total of 69 individuals, of which 16 tested positive. The TB staff received notification of a multi-drug resistant TB case under treatment in a local hospital. The patient's care was transferred to the DeKalb County Board of Health and treatment is being administered in the patient's home. Treatment may take up to two years.

Refugee Health Services screened 357 newly-arrived clients. Of these, 81 percent were screened within 30 days of arrival. The clinic submitted a reimbursement claim in the amount of \$64,081 to the state's Refugee Health program.

STD testing events were held in partnership with community providers and the Fulton County Department of Health and Wellness. The Physicians' Care Clinic will conduct HIV rapid testing during evening clinics at the Vinson Health Center.

During its school and sealants clinics, Dental Health Services serviced 200 children who received examinations, cleanings and sealants. February was National Children's Dental Health Month.

Adolescent Health and Youth Development began implementing the Personal Responsibility Education Program in the Decatur Housing Authority's after-school program. The program is scheduled to begin at Alonzo A. Crim's open campus and at the East DeKalb and Clifton Springs health centers. These sites will primarily serve youth who are in foster care.

Babies Can't Wait is serving 493 children. The program has completed its FY2013 annual review and maintained compliance with the federal indicators.

Children 1st will host the regional Universal Newborn Hearing and Screening Initiative's meeting in May.

Children's Medical Services is serving 298 clients.

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Mothers Offering Resources and Education is serving 118 clients.

The Immunization Clinic's school-based flu program concluded on March 31. Twenty schools were visited since September 2013, doubling the number of schools visited last year. The 2014 recommended immunization schedule for persons 0-18 years of age and 19 years of age and older has been published and distributed. All health centers have pre-booked for flu vaccine for FY2015.

All DeKalb County WIC clinics met the state processing standards in the first quarter.

East DeKalb held a successful tornado drill. The North DeKalb Health Center's travel clinic is consistently generating revenues. Clifton Springs Health Center has hired a public health nurse and an hourly nurse practitioner. The Breast and Cervical Cancer Screening program will soon expand to offer services at the East DeKalb Health Center.

The Office of Epidemiology and Statistics staff gave a presentation entitled "A Day in the Life of an Epidemiologist" for seventh graders at Tucker Middle School as part of the STEM (science, technology, engineering, and mathematics) curriculum.

The Office of Chronic Disease Prevention participated in the Georgia Walks to School Day.

Safe Communities of DeKalb met with Arabia Mountain High School's SADD (Students Against Destructive Decisions) chapter to talk about DUI awareness. Safe Communities participated in a Georgia Coalition of Refugee Stakeholders' working group tasked with setting goals and priorities for the coalition's new fiscal year.

Announcements

Wanda Aker, BSN, RN, Vinson Health Center, received the 2014 Maggie Kline Nursing Award and Dianne McWethy, Director of Administration, received the Administration Outstanding Service Award from the Georgia Public Health Association at their 85th annual meeting.

Dianne McWethy and Susan Floyd, Manager, Internal Services, co-led a quality improvement Kaizen project for Vital Records.

Human Resources reported that one employee received their 30-year award, one employee received their 20-year award, three employees received their 15-year awards and two employees their 10-year awards. Dr. Ford stated that collectively, we are honoring 115 years of faithful service.

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March 24 was World TB Day. Staff held an event with experts speaking on different topics related to TB infection. They also provided free HIV testing.

The annual Oral Health Quiz Bowl will be held on April 3. This year's guest speaker is Atlanta City Council President Ceasar Mitchell.

Congratulations to Annie Doris Langston-Proctor who retired from the Vinson Health Center after 22 years with the DeKalb County Board of Health.

Vinson Health Center welcomes Public Health Nurse Lisa Fraser.

Cartesha Cox and Betty Pomeroy were presented with service pins and certificates for 20 and 30 years of service, respectively.

Financial Status Report

The financial status report was given by Brenda K. Smith, Chief Financial Officer (see attached memo).

Public Comments

Tom Keating spoke to the Board about school wellness.

Board Comments

Board Chair Goldson thanked everyone for coming.

Adjournment

Board Chair Goldson asked for a motion to adjourn. Parliamentarian Rader moved to adjourn the meeting at 4:03 p.m. The motion was seconded by Vice Chair Davis. All voted in favor.

Respectfully submitted,

Approved by:

Sandra Piñeyro Recording Secretary

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