

**DeKalb County Board of Health
Regular Meeting Minutes
November 20, 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.
The Honorable Edward Terry

Board Members Absent

Vasanne Tinsley, Ed.D.
Jeff Rader, Board Parliamentarian

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.
Wanda Reese
Kassie Bennett
Jessica Grippo
Zipatly Mendoza
Don Brundage
Camara Phyllis Jones, M.D., M.P.A., Ph.D.
Mandy Seaman

Staff and Guests Present, cont'd.

Sandra Piñeyro, Recording Secretary
Alicia Cardwell-Alston
Bernard Hicks
Katrina Green
Aletha Dixon
Dwayne Turner, D.D.S.
Greg French
Tannisa Bailey
Althea Otuata
Sybil R. O'Neil
Teresa Edwards
Catherine Palmer
Retha Williams
Samuel Culbreath

The regular meeting of the DeKalb County Board of Health was called to order by Board Chair Arlene Parker Goldson at 3:07 p.m.

Approval of Minutes

The Board meeting minutes of May 22 were unanimously approved following a motion by Vice Chair Davis and seconded by Board member Terry. Chair Goldson clarified the first item on the agenda, stating that the minutes of the regular meeting of September 25 were not to be voted upon, since the meeting lacked a quorum.

Selection of Nomination Committee for 2015 Election of Officers

Vice Chair Davis was nominated to serve on the Nomination Committee. She will ask Board Parliamentarian Rader to lead the committee. Chair Goldson stated that the City of Atlanta Board seat is still vacant and that the Board will continue to follow up on the appointment.

Director's Board Report

The *Office of Emergency Preparedness* held its first vulnerable stakeholder population summit. Attendees included home healthcare agencies, hospices, dialysis services, shelters, DeKalb County's Office of Aging, and the Department of Family and Children Services. The office is looking forward to conducting these meetings on a quarterly basis. An infectious disease tabletop is being planned for Board of Health staff. The tabletop will include discussion of protocols, notifications, screening requirements, and more.

The *Marketing and Business Development Division* coordinated an awesome strategic planning retreat held on October 24. There were over 400 staff members in attendance. The retreat was part of the public health accreditation process. Staff provided a lot of great input that will be used to revise the strategic plan. Attendance was great at an Ebola community forum. There were a lot of concerns and questions answered. More than 18 media outlets requested additional information and the event streamed live on DCTV. The division developed and managed a marketing campaign for the 2014-2015 flu season and is also working on community outreach for the Apples for Teachers campaign. The division assisted with a media campaign for the Fulton County Department of Health and Wellness and the Board of Health's Stand Up to HIV/AIDS collaborative.

The *Administration Division* is working with Tyler Technologies to design and implement an integrated resource system. The expected "go live" date is July 1, 2015. Finance is working on closing out purchases and contracts by December 31, as well as the FY2014 audit. Human Resources processed 88 personnel action requests.

The Policies and Procedures Committee has completed the Information Technology Equipment and Internet Usage Policy and is now working on the Information Security Program Policy.

Workforce Development and Training has conducted a number of trainings on topics ranging from the Ebola virus to Babies Can't Wait.

Information Technology has purchased laptops and computers for FY2015.

Internal Services processed 117 work orders, of which 57 were sent to the DeKalb County Government's Facilities Management Office. Of the 60 in-house work orders, 51 have been completed.

Purchasing processed 335 orders.

The Office of Vital Records issued 2,129 birth certificates and 6,152 death certificates during September and October. There were 690 death certificates filed in DeKalb County.

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The *Environmental Health Division* finished the summer season with a successful swimming pool program. There was one human case of West Nile virus and four cases of internationally-acquired Chikungunya, which is a very rare disease. The division responded to 277 mosquito control requests, larvicided and educated at 232 facilities, identified 5,789 mosquitoes and provided education to 7,039 homes. Five restaurants were closed as a result of receiving two consecutive “U” grades on inspection reports.

The *CHAPS Division’s* Ryan White Early Care Clinic provided services to 395 unduplicated clients through 1,447 visits in September and October. Nineteen of the clients were new. The clinic also submitted a proposal to receive residual funds from Ryan White Part A. The request was for \$124,000 and \$112,000 was received. The monies will be used to hire a nurse practitioner and pay for additional medicine. The Ryan White Program also submitted a two-year grant proposal in the amount of \$435,000 for an intervention program, which would be Ryan White Part C.

The Refugee Health Clinic screened 438 newly-arrived individuals between September and October. The Refugee Pediatric Clinic continues to be very productive.

The Tuberculosis Program (TB) worked with the City of Atlanta to create “Guidelines for Preventing and Controlling TB in Atlanta’s Homeless Housing Facilities.”

The STD/High Impact Prevention Program’s jurisdictional planning group held meetings to ensure that the HIV community is receiving services, to ensure that their needs are met, and to address disparity gaps between populations. There were a number of testing events where more than 5,000 condoms were distributed. There is interest from Georgia Public Broadcasting to conduct a weekly radio show.

Dental Health Services provided oral health presentations to 8,538 participants.

Adolescent Health & Youth Development received Personal Responsibility Education Program funds for year four. The goal is to graduate 180 youth.

The Babies Can’t Wait Program served 498 children and received 208 referrals, of which 54 percent met the eligibility criteria.

Children 1st completed 201 maternal/child health assessments.

Children’s Medical Service has 308 active clients.

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The immunization staff visited 298 childcare facilities where they assessed 19,814 immunization records. Staff also visited 125 kindergarten programs where they assessed approximately 9,057 immunization records.

The Mothers Offering Resources and Education (MORE) Program's active client caseload is 152. Maternal Child Health Week ended with a baby shower for the MORE clients.

The Women, Infants and Children (WIC) Program made over 8,000 referrals to various Board of Health departments within the past three months. All WIC clinics in the county met the state processing standards in the FY2014 fourth quarter. There were two grant proposals submitted to the state's WIC office for special project funds. One proposal is to implement a real-time clinic flow and tracking system in order that we may become more efficient. The other is to open a drive-through voucher insurance clinic. The drive-through clinic would be the first of its kind in Georgia. WIC staff also worked with Health Assessment and Promotion on the new lactation room in the Richardson Health Center.

Health Assessment and Promotion staff partnered with Safe Kids Georgia to host a child passenger safety seat check for Centers for Disease Control and Prevention employees at the Chamblee campus. Twenty parents and caregivers received a full safety seat check. International Walk to School Day was celebrated in October with 500 students participating in the morning walk and breakfast assembly.

The Office of Chronic Disease Prevention gave a 20-minute healthy eating presentation to 100 fourth graders at Stoneview Elementary School. Staff worked with developmentally delayed adults to give them information on healthy eating and smoking cessation at the Foundation of Exceptional Achievers.

Live Healthy DeKalb held a "Walk with the Doc" event with Dr. Kathleen M. Sherwood, a local chiropractor, and a cultural competency lunch-and-learn at DeKalb Medical with the Centers for Pan Asian Community Services. The coalition also held a walk at Arabia Mountain Park with over 50 attendees.

The Office of Epidemiology and Statistics has been amazing. The demand for Ebola information has been enormous. The office has put together great materials. Epidemiology staff has held Ebola presentations at the DeKalb County Jail and the City Schools of Decatur. They also have been monitoring patients that have travelled in to the county.

Announcements

The Board of Health held a Zumbathon that raised over \$600 for the Christmas celebration.

The Division of Marketing and Business Development welcomes Sam Culbreath as the new assistant public health accreditation coordinator.

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The North DeKalb Health Center welcomes Catherine Palmer, as clinical nurse coordinator, Maria Cox and Abera Sorrie as public health nurses, Wanda Aker, as public health nurse supervisor, and Laura Ocampo as clerk.

Faithful service awards were issued to a 20-year employee, a 15-year employee, and a five-year employee.

Trishuna Brown, Office of Vital Records assistant, participated in a review of the state's death certification process. She shared that the Kaizen process has improved the Board Health's accountability and customer service.

Dr. Ford received a Trailblazing Leadership Award at the 12th Annual Celebration of Life Luncheon. Her executive assistant, Sandra Piñeyro, represented her at the event. Dr. Ford thanked the Board of Health staff for their hard work that allowed her to receive such an award.

Financial Status Report (see attached Financial Status Report Summary)

Public Comments

No public comments.

Board Comments

Dr. Salinas commented on how well the state has handled the Ebola virus crisis. He stated that Georgia has been remarkable and assumes that Georgia is better at preparing for Ebola than any state in the country. He also thanked the public health officers, district health directors, Dr. Pat O'Neal, and Dr. Brenda Fitzgerald.

Chair Goldson added that, to her knowledge, DeKalb County is the first to host a community forum on Ebola. She stated that DeKalb County continues to be a trailblazer for most of the conversations that push community health forward. She thanked Dr. Ford and her team for being courageous.

Board member Terry thanked everyone for their hard work on Ebola preparedness. He mentioned the politics of the situation and the different perspectives of people based on their cultural knowledge. He asked about ethnic grocery stores in Clarkston that are selling food with tobacco ingredients and requested information on the regulations. Dr. Ford said she will look in to the matter, but that grocery stores are regulated by the Department of Agriculture.

Chair Goldson proposed a half-day retreat for Board members in February 2015.

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Adjournment

Chair Goldson motioned to adjourn the meeting at 4:01 p.m. The motion was seconded by Board member Terry and approved unanimously.

Respectfully submitted,

Approved by:

Sandra Piñeyro
Recording Secretary

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