

**DeKalb County Board of Health
Regular Board Meeting Minutes
September 24, 2015
3:00 – 5:00 p.m.
Bohan Auditorium**

Board Members Present

The Honorable Jeff Rader, Interim Vice Chair
Jacqueline Davis, Board Member
Camara Phyllis Jones, M.D., M.P.H., Ph.D. (Via telephone)
The Honorable Edward Terry
Vasanne Tinsley, Ed.D.
Clyde Watkins, Jr., M.D.

Board Member Absent

Arlene Parker Goldson, Board Chair

Staff and Guests Present

S. Elizabeth Ford, M.D., M.B.A., DHD
Shequoia Harris
Karmen Tweed
Don Brundage
Greg French
Mia Young
Alicia Cardwell Alston
Angela Black
Vickie Elisa
Paul Spadafora
Aletha Dixon

Staff and Guests Present, cont'd.

Sandra Piñeyro, Recording Secretary
Bernard Hicks
Althea Otuata
Catherine Palmer
Brenda K. Smith
Beth Ruddiman
Tori Cheney
Alyssa Soluren
Ryan Cira
Zipatly Mendoza
Les J. Richmond, M.D., M.B.A.

The regular meeting of the DeKalb County Board of Health was called to order by Interim Board Vice Chair Rader at 3:13 p.m. by introducing the Board members present.

Approval of Regular Board Meeting Minutes of May 28, 2015

Interim Vice Chair Rader asked for a motion to approve the regular meeting minutes of May 28, 2015. Board member Jones moved to accept the minutes. The motion was seconded by Mayor Terry and unanimously approved.

Approval of Strategic Planning Retreat Minutes

Board member Jones made a correction to the minutes of the Board Retreat on June 18, 2015. On page 2, under Friends of the DeKalb County Board of Health, the last paragraph, first sentence should read:

“Mr. Frieson informed the Board that there are alternatives within the 501(c) tax code.”

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Bylaws of the DeKalb County Board of Health - Amendments

The Board discussed amending the Bylaws to require five regular meetings per year (instead of six) and to change the word “citizens” to “residents.” Dr. Watkins moved to amend the Bylaws as worded below. The motion was seconded by Board member Davis, with all in favor. Therefore, Article VI, Regular Meetings, will now read:

“There shall be five regular meetings held each year to be conducted at regular intervals. The agenda will regularly include provisions for comments from the residents, the Director, and the Board of Health.”

Board member Jones noted that Article VI, Attendance, must be amended to reflect the new changes. Interim Vice Chair Rader asked for a motion to make the change. Board member Jones moved to change Article VI., Attendance. The motion was seconded by Board member Tinsley, with all in favor, to read:

“Members are expected to commit to attending five Board meetings annually.”

Interim Vice Chair Rader stated that the will of the Board seems to be to change all references in the Bylaws to reflect the amendments. There were no objections to this interpretation.

Board member Jones asked about Article III, Orientation. She stated that she did not attend an orientation and wondered whether she still needs to attend one. Dr. Ford stated that an orientation book is mailed to new members prior to their meeting with her one-on-one. She said she would be glad to include the other department heads in these meetings. Dr. Ford suggested changing the wording of the Bylaws to say “may,” instead of “required.” Board member Jones said she did receive a one-on-one orientation from Dr. Ford.

Interim Vice Chair Rader entertained a motion to change Article III., Orientation. Board member Jones moved to amend the Bylaws as worded below. Dr. Watkins seconded the motion, with all in favor. The Bylaws will now read:

“Board members may attend an orientation session within the first two months to meet with department heads to cover the health handbook.”

Interim Vice Chair Rader stated that the Board had a very comprehensive tour of the facilities where members met the managers who are involved with the programs, thus giving the members a great addition to their knowledge base.

Clean Indoor Air Ordinance Discussion – City of Clarkston

Interim Vice Chair Rader yielded the floor to Board member Terry, mayor of the City of Clarkston. Board member Terry stated that he does not know the history behind the 2012 efforts to get an amended county smoke-free ordinance passed. He feels that the Board should take another look at getting an amendment passed that includes bars, etc. When he lived in Savannah, the city implemented an indoor smoking ban. He noticed the difference between

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Clean Indoor Air Ordinance, cont'd.

being a patron in a restaurant or a bar with a smoking section versus being in a bar where smoking is allowed throughout and then going outside 50 feet. He did not see any negative economic impact in Savannah and, hearing from people who at the time were against it, they say the economy has grown and Savannah is expanding its downtown. Board member Terry recommends that the Board should take a position and start working with the Board of Commissioners to pass an amended ordinance.

Interim Vice Chair Rader stated that one of the Communities Putting Prevention to Work grant focus areas was smoking cessation resources and awareness campaigns. One goal was to adopt the first comprehensive countywide ordinance and to advance such an initiative in all of the cities in DeKalb County. The idea was that if there were an overarching county ordinance this would make it easier for the cities to pass their own ordinances. The county commission did not pass the amended county ordinance. That process was initially precipitated by a resolution from the Board of Health to make that recommendation, since it is the agency's responsibility to make recommendations on policies and regulatory affairs that affect public health. The question before the Board members now is whether or not we would like to reinstate the recommendation to adopt a comprehensive clean indoor air ordinance and try to get it before the county commission and the cities of DeKalb County. Another aspect is that the Board of Health has a model ordinance that was drafted by legal counsel. Therefore, there is a mechanism to be able to propose an ordinance that has been fully vetted. The question is whether the Board wants to make another run at it.

Dr. Ford stated that there is an ordinance on the books, but it is not comprehensive. The original proposed ordinance included parks, service areas and all bars. It did not pass. The compromise was to take out the bars and to focus on service lines and parks, but the stronger amended ordinance also did not pass. What the Board of Health would want to do is to add on to what was already created.

Board member Jones requested that staff get community support for action at the next Board meeting. Staff would give recommendations that the Board would act upon. Board member Jones further stated that sponsors would need to be identified.

Board member Davis requested more information. She stated that a lot of information is needed before drafting an ordinance and getting sponsors. For example, since Savannah is a model, what are the statistics on how its worked?

Dr. Ford will share with Board member Terry information from a recent conference she attended. She said that the main concern in 2012 was the economic impact of not allowing smoking in bars, even though the Board of Health had data from other areas that said there were no real financial risks. The agency also now has plenty of evidence from the business community that prohibiting smoking in bars does not negatively impact revenues. Dr. Ford stated that she is fine with moving forward with researching the issue.

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Clean Indoor Air Ordinance Discussion – City of Clarkston, cont'd.

Dr. Jones asked if the Board wanted to add bars to the current ordinance or go back to the original proposed blanket ordinance. She also asked about the steps necessary to amend an ordinance. Interim Vice Chair Rader responded that it may involve different steps for each of the jurisdictions. The county has moved in a certain direction, so an amendment to the clean indoor air ordinance would expand it to include areas that are currently not covered. The process may be to initiate a clean indoor air ordinance for municipalities that have none at all or to begin to expand where they already have one.

Related to smoking, Board member Terry suggested a certification license in order to be able to sell alcohol and/or tobacco products. He said that anyone selling these products should have to go through a training program about youth sales. He further stated that there is a food item sold in stores that contains a tobacco product but does not seem to be regulated at all. Board member Terry thinks this is also something that the Board of Health should look in to.

Interim Vice Chair Rader asked for staff to review the county's current clean indoor air ordinance and provide recommendations to the Board on how to move forward.

Board member Davis said the ultimate goal is to be successful with the decision and that it is always better to be armed with more information in order to chart a better direction to be able to recommend something that is workable. She thinks that part of what Board needs to do is to promote healthy environments with more knowledge and more information and with consideration for all of the municipalities.

Interim Vice Chair Rader said that the most compelling reason for a comprehensive clean indoor air ordinance is the working conditions of people that work in places where smoking is permitted. The evidence is conclusive that secondhand smoke has a substantial and negative impact on health and can be just as bad as smoking as it relates to epidemiological risk. Right now, most of the people that work in DeKalb County are protected from that particular risk, except for those that work in bars. The government protects people that work in bars from other excessive exposures and other harmful circumstances through regulations, and it seems that it has an equal responsibility to protect employees in every work environment from a similar risk. None of the clean indoor air ordinances proposes to restrict smoking within private residences, although a case can be made to ban it in areas with children. Nevertheless, we are drawing the line between the strictly private realm, the public realm, and the work place. We have comprehensive health protections for people in the work place and there is a gap within that. We have a class of workers who are not protected from a known and substantial risk and, whether they smoke or not, they should not be subjected to that particular risk.

Dr. Ford clarified that the Board of Health does not regulate retail tobacco sales. She said the most the Board of Health can do is make recommendations on education, but that tobacco sales are not a Board of Health area of regulation. Interim Vice Chair Rader said that the level of

government that is empowered to do this is the local governments and not the Board of Health, therefore, the agency would have to act through them.

The Board requested that staff bring a plan of action to the next Board meeting. The recommendations should include restricting the use of tobacco, as well as exploring the use of regulations to restrict the location of tobacco sales, similar to how the location of alcohol sales is regulated to protect vulnerable populations. Sponsors would also need to be identified. Once the Board receives the recommendations, then the Board would take action. Next, the action would be communicated to the individual governing authorities.

Board member Jones suggested planning an educational session and inviting legislators, county commissioners, mayors and city councils. She suggested inviting the mayor of Savannah.

Dr. Ford reminded the Board that the accreditation site visit is coming up on November 4-5. She said that all “hands are on deck” for this and that staff have been working on the accreditation process for the past three years. She further stated that staff needs to be more focused on accreditation and is respectfully submitting that the ordinance issue be tabled for now.

Dr. Ford said that as we move forward, we should at least develop a strategy and the timing in which we would like to pursue it. It is important to move forward, but at the same time, not rush the process. It needs to be a very deliberate process, not just getting updated, but also educating the general public. All of this is going to take time. Dr. Ford went on to say that the Board needs to determine who the champions will be to assist with the effort.

Director's Board Report

The Office of Emergency Preparedness will conduct a full-scale exercise with the Centers for Disease Control and Prevention and Emory University on October 20. The office has partnered with the Joseph's Network and, on October 29, the network will host a preparedness summit titled “Diversity in Disaster.” The summit will bring the faith-based community, community agencies and partners together to address preparedness concerns and planning within the refugee communities.

The Division of Marketing and Business Development coordinated the back-to-school marketing and media campaign. They are preparing for the accreditation mock site visit in October.

The Administration Division's Finance and Purchasing departments continue to work to support the integrated enterprise resource system. There are 21 purchasing coordinators and 41 approvers using the Munis system. The modules being launched in September and October include contract management and project management (grants). The division is in the planning stages of Phase II to integrate payroll and human resources functions. The Finance staff is

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Director's Board Report, cont'd.

working to close out categorical and grant-funded programs ending as of September 30.

Human Resources processed 77 personnel action requests. The faithful service awards include one 20-year service award, two 15-year service awards, and three five-year service awards. The office credentialed 46 interns and volunteers.

The Policy and Procedures Committee is reviewing the Network Password Security Policy; the Annual, Sick and Personal Leave Policy; the Personnel File Policy; and the Equal Opportunity and Unlawful Discrimination Policy.

Workforce and staff development videoconferences were provided in support of the Georgia Women, Infants and Children (WIC) program and instructor-led training included new employee orientation, HIPAA, and CPR certification and recertification. Web-based training included FEMA Incident Command System 100 and 200.

Information Technology is finalizing the design and implementation of a new employee Intranet site that will be launched in the fall of 2015.

Facilities processed and assigned 79 work orders, of which 40 were sent to the county's Facilities Management Office. Of the 39 internal work orders, 38 have been completed. The U.S. Department of Agriculture has approved and released funding for the new Tucker WIC Clinic. The clinic is expected to receive a Certificate of Occupancy no later than September 30. The capital improvement project at the health centers continues with an anticipated completion date in October.

The Office of Contracts processed 26 contracts and/or agreements.

From July 1 through August 15, there were 1,207 birth certificates and 5,022 death certificates issued. There were 566 death certificates filed, which reflects an increase of 37 percent over the last reporting period.

The Environmental Health Division closed four restaurants as a result of receiving two consecutive "U" grades on inspection reports. September is National Food Safety Education Month. This year's theme is "Let It Flow." It focuses on the flow of food from receiving to serving.

The Ryan White Early Care Clinic provided primary care and supporting psychosocial services to 338 unduplicated clients. Oral health provided services to 27 unduplicated clients.

The Refugee Health Clinic screened 408 newly-arrived refugees. Of these, 99.8 percent were screened within 30 days of arrival in the country.

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Director's Board Report, cont'd.

The Tuberculosis Clinic reviewed current active cases/suspects and the most recent closed-out cases as part of a quality assurance process.

The Sexually Transmitted Disease team provided free HIV testing at the East Atlanta branch library, DeKalb County Juvenile Court, Chris Kids Clubhouse, Steve Harvey Neighborhood Awards, and the Kirkwood Health Center Summit.

Dental Health staff visited DeKalb County schools, recreation centers, YMCAs, Boys & Girls Clubs, and the DeKalb NAACP/Larry Johnson Health Fair at South DeKalb Mall. They also participated in the WIC Farmers Market health fairs, the Porter Sanford Walk/Run and Health Fair, and the Back-to-School Home Away from Home health fair. In addition, the program participated in the Board of Health's extended hours back-to-school rush screening events.

Adolescent Health and Youth Development completed the Personal Responsibility Education Program for year four. There were 227 participants from seven sites.

Babies Can't Wait (BCW) is serving approximately 508 children and received 259 referrals. The program received a "meets requirement" rating on the state office's official review. BCW processed over 61 contracts and the staff completed four new provider trainings on policies and procedures. There are 22 new providers.

The Children 1st program completed 193 family assessments and 48 first care visits in the fourth quarter of FY2015. The FY2016 allocation was reduced by \$3,711 from the previous fiscal year.

Children's Medical Services has 318 active clients, 36 referrals, five enrollments and six discharges.

The staff at Clifton Springs Health Center registered 218 students for back-to-school screenings/immunizations during the after-hours clinics. The staff participated in back-to-school health fairs at South DeKalb Mall.

The East DeKalb Health Center provided immunizations and hearing, vision, dental, and nutrition screenings. In addition, the clinic is providing sports physicals.

Valerie McKisic, RN, North DeKalb Health Center, attended basic life support training and is now the clinic's CPR instructor.

The Vinson Health Center outreach team provided 38 hepatitis B vaccinations at the Atlanta Fire Rescue Training Academy.

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Director's Board Report, cont'd.

Safe Kids DeKalb/Safe Communities hosted three Child Passenger Safety 101 classes. The staff also hosted four booster seat educational events for caregivers, known as Booster(2). In total, 37 booster seats were distributed at the four health centers.

The minority youth violence prevention program (now known as "BRAVE," which stands for Building Resources and Awareness for Youth Violence Prevention Education) executed an interagency memorandum of understanding with the City of Clarkston to initiate a contract with the City of Clarkston Police Department. A contract was also executed with a community consultant to assist with planning, organizing, and evaluating the overall aspects of the program's community outreach.

The Health Promotion Initiative staff continues to coordinate activities that promote breastfeeding among African American women. The staff supported a health fair hosted by the Cross Keys Sustainable Neighborhood Initiative and the 2015 Annual Kirkwood Health Summit.

Community outreach and awareness activities for the Men's Health Initiative included meeting with American Heart Association representatives to explore the use of their blood pressure control program called "Check, Change & Control." Staff are also working with the Georgia Department of Human Services to plan the 3rd Annual Fatherhood Conference and Resource Fair.

The REACH (Racial and Ethnic Approaches to Community Health) grant staff developed and administered a survey to 15 faith-based organizations to gauge their interest in and capacity to participate in shared-use agreements. Staff also coordinated activities associated with the mobile farmers market initiative.

The Office of Epidemiology and Statistics hosted a Varicella lunch-and-learn. The School Health Profiles report for 2014 has been completed and is being reviewed. The staff continues to investigate a cluster of Group A streptococcus in a long-term care facility.

Health Assessment and Promotion was awarded a school-based health center planning grant for 2015-2016.

Plaque Presentation

Karmen Tweed received a 25-year faithful service award. Ms. Tweed has been a valuable asset to the fields of health and nutrition. She has devoted 25 years to her profession and is still lending her services to ensure clients receive the best nutrition services. Of all the services Ms. Tweed has provided for the Board of Health, she is most passionate about educating the community and staff on breastfeeding techniques and benefits.

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Announcements

Georgia's Universal Newborn Hearing Screening and Intervention program is announcing a name change to Early Hearing Detection and Intervention, effective immediately.

The M.O.R.E. program welcomes Carrissa Jones as a new resource mom.

The North DeKalb Health Center welcomes Julia Brathwaite, RN.

Financial Status (see attached Financial Status Report)

Public Comments

No public comments.

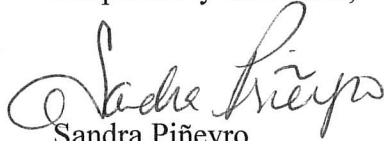
Board Comments

No board comments.

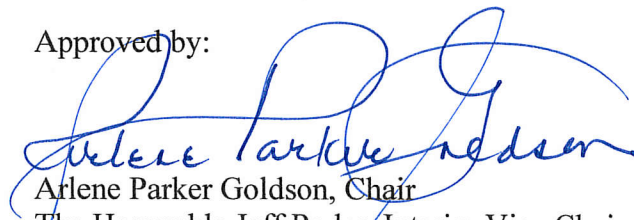
Adjournment

Interim Vice Chair Rader moved to adjourn the Board meeting at 4:17 p.m. The motion was seconded by Board member Tinsley, with all in favor.

Respectfully submitted,


Sandra Piñeyro
Recording Secretary

Approved by:


Arlene Parker Goldson, Chair
The Honorable Jeff Rader, Interim Vice Chair