

# COLUMBUS BOARD OF HEALTH

## Meeting Minutes

Columbus Health Department Classroom, 5601 Veterans Parkway

**Date:** May 25, 2022

<p><b>Presiding:</b> James Lopez, DDS</p> <p><b>Attending Board Members:</b> Sylvester McRae, MD; Devica Alappan, MD; Joy Adegbile, MD, Crystal Farley for Isaiah Hugley (City Mgr office)</p> <p><b>Not Present:</b> Ms. Yasmin Cathright; Mayor-Elect Berry “Skip” Henderson (Mayor office)</p> <p><b>Others Present:</b> Beverley Townsend, MD; Joanne Strickland; Tori Endres, RN MSN; Asante’ Hiltz, DrPH; Pam Kirkland; Steve Gunby, Esq; Carol Popwell</p>			
Agenda Topic	Discussion	Decision	Responsibility
<b>Call to order</b>	<p>Dr. Lopez:</p> <ul style="list-style-type: none"> <li>• Called the meeting to order at 1:00 pm. Welcomed everyone to their first in person meeting together.</li> <li>• Acknowledged a quorum was present.</li> </ul>	None	None
<b>Approval of Agenda</b>	<p>Dr. Lopez:</p> <p>Referred to the May meeting agenda as delivered to all board members. With no questions or discussion from the members, asked for a motion for approval of the agenda.</p>	<p>Motioned by Dr. McRae; seconded by Dr. Alappan; approved by all members present</p>	None
<b>Discussion and Approval of Minutes</b>	<p>Dr. Lopez:</p> <p>Referred to minutes from April meeting as delivered to all board members. With no questions or discussion from the members, asked for a motion for approval of the minutes.</p>	<p>Motioned by Dr. Alappan; seconded by Dr. McRae; approved by all members present</p>	None
<b>Commissioner of Health Report</b>	<p>Dr. Lopez:</p> <p>Called for the Director’s report.</p> <p>Dr. Townsend:</p> <ul style="list-style-type: none"> <li>• Welcomed board to the Columbus Health Department, on Veterans Parkway. We moved here almost two years ago and have gotten settled in and ran out of space. The City has provided us with a beautiful building. We can tour after</li> </ul>	None	None

	<p>meeting if interested. This is our 2<sup>nd</sup> meeting onsite since COVID. Dr. Toomey from the State Office visited over a year ago.</p> <ul style="list-style-type: none"> <li>• WIC and Project Launch have expanded and required additional space also Vector Control program is in the process of relocating from Comer Avenue.</li> <li>• We are still in pandemic, public health continues to practice mitigation, currently masks are optional, but if the numbers rise, we will relook at that decision.</li> <li>• Staff vacancies are an issue in Public Health too, we currently have 29 vacancies with 15 in our nursing staff.</li> <li>• Excited that we were approved and funded for a \$5,000 cost of living salary increase for current full-time staff. Funding was not provided for vacant positions, so we have to come up with the means to increase salaries for the vacancies.</li> </ul> <p>Question from Crystal Farley, if \$5,000 was for incoming only, was there any increase for staff already here to help with morale issues?</p> <p>Dr. Townsend responded that all current full-time staff received the increase. There are some areas within public health that will receive additional funding for staff salaries, she named several programs. We do have plans to look at staff who don't fall into those programs.</p> <ul style="list-style-type: none"> <li>• Free COVID19 home tests are available at our health departments for residents.</li> </ul> <p>There were no further questions.</p>		
<b>Financial Report</b>	<p>Dr. Lopez: Called for financial report.</p> <p>Joanne Strickland, District Administrator:</p> <ul style="list-style-type: none"> <li>• Presented the FY22 financial overview, through the end of</li> </ul>	The Financial Report is attached and made a part of these minutes.	None

	<p>April 2022 provided to board members in their notebooks.</p> <ul style="list-style-type: none"> <li>We began FY22 with an original budget of \$6,120,536. We have had 5 revisions during this period and are currently working with a budget of \$8,017,568. Line 3 shows total expenses through the end of April are \$6,682,984.96 which is on target for 10 months of operations. Line 4 shows the comparison of expenses to last year with an increased variance of \$1,633,366.98. This is due to the COLA Dr. Townsend mentioned, the cost-of-living adjustment that all employees received. Line 5 shows total fee income is \$909,778.08 and lines 6 through 17 shows the breakdown of fund sources and their comparison to the same time last year. Line 18 shows variance at a decrease of \$52,245.97 (reminder that we did have the one-time fees from COVID-19 admin fees and if you remove that balance, we are actually ahead in total fees.) Line 19 shows the prior year admin claiming income, which we received an increase of \$33,124.33</li> </ul> <p>As always, we provide the backup Excel by line item for expenses and revenue sources. Page 4 shows the total grants governed by the Columbus Board of Health (all are on target for the end of April). As you can see, we have grown and currently have about 60 programs.</p> <p>There were no questions.</p>		
<b>Excused Absences</b>	Ms. Yasmin Cathright	None	None
<b>Old Business</b>	None	None	None
<b>New Business</b>	<p>Dr. Lopez: Called for any new business.</p> <p>Joanne Strickland, District Administrator:</p> <ul style="list-style-type: none"> <li>Presented the FY23 Budget for approval. The budget summary and fiscal year comparison were provided to board members in their notebooks.</li> <li>We have not received anything from the State regarding</li> </ul>		None

	<p>amount of allocation, so I have projected using the numbers we received this current fiscal year including the cost-of-living funding.</p> <ul style="list-style-type: none"> <li>On the comparison page you can see an increased budget of \$1,928,837 which is due to the centralization of accounting and payroll and includes the expenses and funding for the Cost-of-Living Adjustment (COLA). The Intra/Inter Agency line items are pass through expenses and funds for the programs and county health departments.</li> </ul> <p>Dr. Lopez: With no questions or discussion from the members, asked for a motion for approval of the FY23 Budget proposal.</p>	<p>Motioned by Dr. McRae; seconded by Dr. Adegbile; approved by all members present</p> <p>The budget summary will be attached and made a part of these minutes.</p>	
<p><b>Program Reports</b></p>	<p><b>Epidemiology COVID 19 Update</b> by Asante' Hilts, District Program Manager:</p> <ul style="list-style-type: none"> <li>The cases in Muscogee County have been increasing but are still at relatively low levels compared to the original Omicron surge.</li> <li>Cases are expected to increase in the next upcoming weeks. Georgia hospitalization number have increased but confirmed deaths decreased</li> <li>For our 7-day positivity rate we are at 9.5%, covers the May 14<sup>th</sup> to May 20<sup>th</sup> time frame</li> <li>We remain at a substantial level of transmission for Muscogee County</li> <li>We are at 43% fully vaccinated for our population</li> <li>There is a current JIF peanut butter recall, we have shared the lot numbers on our website and dangers of eating recalled</li> </ul>	<p>Program reports are attached and made a part of these minutes</p>	<p>None</p>

	<p>product</p> <ul style="list-style-type: none"> <li>• May 20th, CDC issued a Health Advisory regarding a confirmed case of monkeypox in the United States. Public Health is asking clinicians to be vigilant to the characteristic rash associated with monkeypox. If clinicians have a suspected patient, should contact 866-PUB-HLTH immediately and consult with a Medical Epidemiologist.</li> </ul> <p>No further questions / comments</p> <p><b>Public Information</b> Pam Kirkland:</p> <ul style="list-style-type: none"> <li>• We had four (4) press releases go out within time from April 29<sup>th</sup> – May 20<sup>th</sup>.</li> <li>• The centralized phone number for all health departments will be answered by call center who can make appointments for any county health department or transfer call direct to the specific health department.</li> <li>• Our Social Media post was about (30) for the last month on Healthy &amp; Safe Swimming Week, Public Health on Wheels Locations, Baby Boot Camp, WIC Farmers Markets and Move it Monday.</li> <li>• Interviews on National Infant Immunization Week, Formula shortage, Baby Boot Camp, Dr Hilts with Pop Barnes on our services/ Diabetes Prevention Program.</li> <li>• YOUTUBE channel with all our commercials and video interviews.</li> <li>• Campaigns: New phone number through May 15; HIV Syphilis testing through 6/22; Linkage to Care – HIV care/support – through June 2022</li> </ul> <p>Dr. Adegbile asked, what is available for mental health?</p> <p>Response, Pam Kirkland, New Horizons is a mental health clinic on Comer Avenue. Public Health has different programs like Father Initiative that touches on stresses a new father may have. In the HIV program there are peer support individuals, WIC has</p>		
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	<p>breastfeeding counselors that help new moms. As far as straight mental health issues public health does not have a program.</p> <p>Response, Dr. Townsend, Ryan White program has a behavior counselor.</p> <p>No further questions / comments</p> <p><b>Environmental Health</b> by Asante' Hilts, District Program Manager:</p> <p>Referred members to the Environmental Health report of activities covering the month of April which was provided in notebooks for all members.</p> <ul style="list-style-type: none"> <li>• The Food and Service program has 683 permitted establishments, and 64 permitted schools. For the period April 1 – 30<sup>th</sup> have conducted 24 temporary food service inspections, 77 routine inspections, 1 follow up inspection, 13 initial inspections and 3 plan reviews. There were 5 informal inspections and investigated 6 complaints.</li> <li>• Public Swimming Pools, Spas, &amp; Recreational Water Parks Program: there were 53 public pools, conducted 3 permitting/opening inspections, 1-re-inspection for permitting.</li> <li>• Tourist accommodations has 54 permitted establishments. We conducted 2 routine inspections, 2 plan reviews, investigated 2 complaints.</li> <li>• Body Art Studios – no routine inspections at this time</li> <li>• Rabies Control there were 37 humans only exposure investigations, and 0 human/animal exposure investigations, 19 animals were confined.</li> <li>• Vector Control Program investigated 24 complaints.</li> <li>• On-Site Sewage Management Program issued 5 new system permits, conducted 4 repair inspections, 6 sites were evaluated, and 1 complaint was investigated.</li> </ul>		
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	<ul style="list-style-type: none"> <li>• Pages 3 – 9 are the scores for all establishments that were inspected during the period.</li> </ul> <p>No further questions / comments.</p> <p><b>Nursing</b> Tori Endres, District Nursing Director:</p> <p>Referred to the FY22 Nursing report, provided in notebooks for all members, representing services provided to patients for the time period of July 1, 2021 through April 30, 2022.</p> <ul style="list-style-type: none"> <li>• Total patients receiving services during the reporting period is 34,638, in comparison to 28,371 same time last year</li> <li>• As Dr. Townsend mentioned we are experiencing staffing issues. We are currently looking for a Nurse Manager for the Columbus Health Dept clinic and 2 staff nurses.</li> <li>• Community collaborations continue with monthly meetings and include MCAP, Child Fatality Review and CHINS via Zoom.</li> <li>• Community awareness activities continue with rapid COVID-19 testing for first responders, as well as clinical rotations for CSU BSN nursing students.</li> <li>• Activities for this time frame include continued COVID-19 testing with MAKO and LTS Lab, weekly COVID-19 conference calls, daily vaccinations clinics, Strike Team events (calendar attached), Public Health on Wheels, monthly Nurse Manager meetings, Strike Team planning meetings and vaccines administered to homebound patients as needed. We have completed Scoliosis screenings and immunization audits.</li> <li>• Upcoming Activities include continued COVID-19 testing at HD clinics, Piggly Wiggly, with Public Health on Wheels at CSU and Strike Team Events.</li> <li>• Total COVID-19 vaccines administered since December 23, 2021, is 30,915.</li> </ul>		
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	<ul style="list-style-type: none"> <li>• Dr. Townsend added there are free home COVID tests for the residents at any of our health departments. We are not equipped to provide to business entities.</li> <li>• Look for COVID kiosk soon in our health departments. We have one currently in Harris County, but its not fully functionable yet.</li> </ul> <p>No questions / comments.</p> <p><b>Additional comments:</b></p> <ul style="list-style-type: none"> <li>• Dr. McRae asked for the chairman to consider returning to hybrid meetings. There may be some present with compromised immune systems or are in close contact with someone who does and do not wish to chance the possibility of exposure to COVID virus. He would like to have the option to choose how he attends meetings.</li> <li>• Dr. Lopez said there is technology available. Dr. Townsend said it is the pleasure of the board on their method of attendance. Joanne Strickland added that when we send reminder to please let us know which method, and we will continue to provide lunch for those “in person”.</li> <li>• Dr. Alappan asked if there were any programs for gun safety? Discussion on recent school shooting in Texas and the availability of gun safety classes. Asante’ Hilts informed board on funding from the City for program titled Cure Violence. This program is not gun specific but does include guns. Continued discussion on gun safety programs available within the community.</li> </ul>		
<b>Adjourned</b>	Dr. Lopez adjourned the meeting at 1:42 p.m.	None	None
<b>Respectfully submitted by:</b> Carol Popwell, Temporary Clerical Support			
<b>NEXT BOARD OF HEALTH MEETING</b>			
<b>Date/Time: June 22, 2022, at 1:00 PM</b>		<b>Place: In-person: Administration Conference Room, 2<sup>nd</sup> Floor, 2100 Comer Ave and via Teams Virtual Meeting (or phone)</b>	