

Date: May 28, 2025
COLUMBUS BOARD OF HEALTH
Meeting Minutes
Columbus Health Department Board Room

<p>Presiding: Sylvester McRae, MD – Chairman</p> <p>Attending Board Members: Joy Adegbile, MD, Bantwal Baliga, MD, Devica Alappan, MD, Yasmin Cathright</p> <p>Not Present: Isaiah Hugley, Berry Henderson</p> <p>Others Present: Dr. Beverley Townsend, Joanne Strickland, AnQuavis Simpson, Tori Endres, LaTrice Johnson, Michelle Crawford, Danielle Saunders, Karye Rayborn, Pamela Kirkland and Andrew Rhea</p>			
Agenda Topic	Discussion	Decision	Responsibility
Call to order	Dr. McRae <ul style="list-style-type: none"> • Called the meeting to order at 1:02 pm. • Acknowledged a quorum has been established. 		None
Approval of Agenda	Dr. McRae <ul style="list-style-type: none"> • Referred to the May meeting agenda as delivered to all board members. With no questions or discussion from the members, called for a motion to approve the agenda. 	Motioned by Dr. Bantwal Baliga to approve the agenda as presented. Seconded by Dr. Joy Adegbile. Approved by all members present.	None
Discussion and Approval of Minutes	Dr. McRae <ul style="list-style-type: none"> • Referred to the minutes from April 23, 2025, as delivered to all board members. Dr. McRae asked for a motion to approve the minutes. 	Motioned by Dr. Joy Adegbile to approve the minutes as presented. Seconded by Dr. Bantwal Baliga. Approved by all members present.	None
New Business	Joanne Strickland, District Administrator <ul style="list-style-type: none"> • Presented the FY26 Budget of \$14,770,206.00 along with a comparison from FY25. (Proposed Budget is attached and made part of these minutes.) 	Motioned by Dr. Bantwal Baliga to approve the proposed budget as presented. Seconded by Dr. Devica Alappan. Approved by all members present.	None

Commissioner of Health Report	<p>Dr. Beverley A. Townsend</p> <ul style="list-style-type: none"> • Provided an update that the U.S. Secretary of Health and Human Services announced children and pregnant individuals are no longer required to receive the COVID-19 vaccine. • Provided an update that the Tobacco Program funding was discontinued; however, the allocated funds had already been fully expended prior to the funding loss, so there was no financial impact on our operations. • Informed the Board of Health members they have the capacity to serve as advocates for Public Health by engaging with and speaking to legislators on key issues impacting the community. 	None	None
Financial Report	<p>Joanne Strickland, District Administrator</p> <ul style="list-style-type: none"> • Presented the financial report as of April 30, 2025. The current budget is \$13,675,113. Line 3 shows total expenses are \$11,179,589.64, which is 82% and is below our target of 83% for 10 months of operation. Line 4 shows the comparison of expenses to last year with an increased variance of \$489,207.76. Line 5 shows total fees and income at \$1,033,185.14. Lines 6-17 show the breakdown of fund sources and their comparison to the same time last year. Line 18 shows variance at an increase of \$40,429.15. Line 19 shows an increase of \$91,183.96 for admin claiming. Pages 7 and 8 are included as back-up for the original overview and it shows a breakdown by line item of expenses and revenues. Page 9 shows all the programs that are governed by the lead county are on target for ten months of operation. • Also presented the billing report as of April 30, 2025. Shows the breakdown of our programs and our total charges. <ul style="list-style-type: none"> ○ It was reported that, effective as of the last Board of Health meeting, the billing department has implemented a procedural change to write off accounts after six months instead of the previous 15-month timeframe. ○ Dr. McRae asked what portion of the fees collected is paid in cash and how is it processed? Joanne responded that each department has a designated staff member responsible for collecting payments. Internal controls are in place, requiring a second staff member to sign off 	The Financial Report and the Billing Report are attached and made a part of these minutes.	None

	<p>before funds are transported to the billing department at Comer Avenue. The billing department then verifies all transactions, and cash is deposited daily. She noted that checks are only received from the Environmental Health department. Dr. McRae inquired about the percentage of actual cash that is received. Joanne will find out that information for him.</p> <p>No further comments/Questions</p>		
Excused Absences	None	None	None
Old Business	<p>BCCP Program Biopsies Update</p> <p>Tori Endres, District Nursing Director</p> <ul style="list-style-type: none"> • Provided an update on the current status of the Memorandum of Understanding (MOU) with Dr. Majors' office. 	Tori Endres will follow-up on the status of the MOU for Dr. Majors.	None
Program Reports	<p>Public Information – Pamela Kirkland, Public Information Officer</p> <ul style="list-style-type: none"> • Reported the May 2025 Press Releases, Media Stories, Interviews, Social Media Posts. <ul style="list-style-type: none"> ○ Dr. McRae inquired whether there is any local involvement or directive related to the decision not to publicize or recommend the COVID-19 vaccine for pregnant individuals and infants. Dr. Townsend responded that this information was just release the day prior. <p>Environmental Health - Danielle Saunders, Environmental Health County Manager</p> <ul style="list-style-type: none"> • Presented Environmental Health report of activities covering the month of April 01, 2025- April 30, 2025. <ul style="list-style-type: none"> ○ Dr. Alappan asked should restaurants display their certificates in the restaurants? Danielle response: They are supposed to have it displayed when you first enter the establishment within public 	Program reports are attached and made part of these minutes	None

view. Also, it should be displayed in the drive through window.

Nursing - Michelle Crawford, County Nurse Manager

- Presented nursing report for July 1, 2024, through April 30, 2025 (FY25), including activities and events.
 - Dr. Adegbile inquired about the removal of the COVID-19 kiosk. Michelle explained that the kiosk was removed by the state following cuts to the COVID-19 budget.

WIC – Karye Rayborn, Nutrition Services

- Submitted WIC overview through April 30, 2025, including participant numbers and events.
 - Dr. McRae inquired about the level of participation WIC is receiving on Saturdays. Karye responded that they are seeing approximately 40 participants during the event, which takes place from 8:00 AM to 12:00 PM. For those unable to attend in person, they continue to provide outreach and services virtually.
 - Dr. McRae also inquired about the funding source for WIC. Karye responded that it is a federally funded grant provided through the USDA and is considered a touchable (or direct) funding source.

No further comments/questions

Adjourned

Dr. McRae adjourned the meeting at 1:54 pm

None

Andrew Rhea

Respectfully submitted by: Andrew Rhea, Administrative Assistant 3

NEXT BOARD OF HEALTH MEETING

Date/Time: June 25, 2025

Place: In-person: Columbus Health Department Board Room