

**Date:** April 24, 2024  
**COLUMBUS BOARD OF HEALTH**  
**Meeting Minutes**  
Columbus Health Department Board Room

<p><b>Presiding:</b> Sylvester McRae, MD – Vice Chairman</p> <p><b>Attending Board Members:</b> Yasmin Cathright, Marci Norris (City Mgr. office), Devica Alappan, MD, Joy Adegbile, MD</p> <p><b>Not Present:</b> Joshua Beard (Mayor's office), James Lopez, DDS</p> <p><b>Others Present:</b> Dr. Beverley Townsend, Tori Endres, Joanne Strickland, AnQuavis Simpson, Steve Gunby, Jeananne Polhamus, Pam Kirkland, Michelle Crawford, Kristi Ludy, Berta Cox</p>			
Agenda Topic	Discussion	Decision	Responsibility
<b>Call to order</b>	Dr. McRae <ul style="list-style-type: none"> <li>• Called the meeting to order at 1:00pm.</li> <li>• Acknowledged a quorum has been established.</li> </ul>		None
<b>Approval of Agenda</b>	Dr. McRae <ul style="list-style-type: none"> <li>• Referred to the April meeting agenda as delivered to all board members. With no questions or discussion from the members, called for a motion to approve the agenda.</li> </ul>	Motioned by Dr. Adegbile to approve the agenda as presented. Seconded by Marci Norris. Approved by all members present.	None
<b>Discussion and Approval of Minutes</b>	Dr. McRae <ul style="list-style-type: none"> <li>• Referred to the minutes from March 27, 2024, as delivered to all board members. Dr. McRae asked for a motion to approve the minutes.</li> </ul>	Motioned by Dr. Adegbile to approve the minutes as presented. Seconded by Marci Norris. Approved by all members present.	None
<b>Commissioner of Health Report</b>	Dr. Townsend <ul style="list-style-type: none"> <li>• Introduced to the board the new District Program Manager, AnQuavis Simpson.</li> <li>• Announced that Dr. Lopez’s term has expired, and we have a certificate for Dr. Lopez for his service to the Board of Health that we will present later since he was unable to attend this meeting. He can continue to serve until his successor is sworn in by the city.</li> </ul> <p>No further comments/Questions</p>	None	None

<b>Financial Report</b>	<p>Joanne Strickland, District Administrator</p> <ul style="list-style-type: none"> <li>Presented the FY24 Financial overview as of March 31, 2024. The current budget is \$12,552,601.00. Line 3 shows total expenses are \$8,806,775.51 which is 70% and is just below target of 75% for 9 months of operation. Line 4 shows the comparison of expenses to last year with an increased variance of \$101,065.41. Line 5 shows total fee income as of 03/31/24 of \$901,297.22. Lines 6 through 17 show the breakdown of fund sources and their comparison to the same time last year. Line 18 shows variance at an increase of \$87,538.96. Line 19 shows admin claiming income of \$115,231.11 for FY24. Pages 6 &amp; 7 show a breakdown by line item of expenses and revenues. Page 8 shows the total grants governed by the Columbus Board of Health (all are on target for 9 months of operation).</li> <li>Dr. McRae asked what software we use for billing insurance. <ul style="list-style-type: none"> <li>Dr. Townsend responded that we use a clearinghouse for processing payments.</li> </ul> </li> </ul> <p>No further comments/Questions</p>	The Financial Report is attached and made a part of these minutes.	None
<b>Excused Absences</b>	Joshua Beard James Lopez, DDS	None	None
<b>Old Business</b>	None	None	None
<b>New Business</b>	None	None	None
<b>Program Reports</b>	<p><b>Epidemiology Update</b> -Brandi Nelson, Epidemiologist Supervisor (unable to attend meeting)</p> <ul style="list-style-type: none"> <li>Submitted attached reports: <ul style="list-style-type: none"> <li>Notifiable Diseases</li> <li>Outbreaks</li> <li>CDC Health Advisory – Increase in Invasive Serogroup Y Meningococcal Disease in the United States.</li> </ul> </li> </ul> <p><b>Public Information</b> - Pam Kirkland, Public Information Officer</p> <ul style="list-style-type: none"> <li>Reported March &amp; April press releases, media interviews, social media posts, TV, radio, and billboard campaigns.</li> </ul> <p><b>Environmental Health</b> - Kristi Ludy, Environmental Health Director</p>	Program reports are attached and made part of these minutes.	None

	<ul style="list-style-type: none"> <li>• Referred members to the Environmental Health report of activities covering the month of March 2024.</li> </ul> <p><b>Nursing</b> - Michelle Crawford, County Nurse Manager</p> <ul style="list-style-type: none"> <li>• Presented the cumulative nursing report for July 1, 2023, through March 31, 2024, including activities and events.</li> </ul> <p><b>WIC</b>- Latrice Johnson, Nutrition Services Director (unable to attend)</p> <ul style="list-style-type: none"> <li>• Submitted WIC overview for March and April 2024 including participant numbers and events.</li> </ul> <p>No further comments/questions</p>		
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<b>Adjourned</b>	Dr. McRae adjourned the meeting at 1:50 pm		
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<b>Respectfully submitted by:</b> Berta Cox, District Admin Operations Liaison			
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<b>NEXT BOARD OF HEALTH MEETING</b>			
<b>Date/Time:</b> May 22, 2024 (Budget Meeting)	<b>Place:</b> In-person: Columbus Health Department Board Room		