

Date: March 27, 2024
COLUMBUS BOARD OF HEALTH
Meeting Minutes
Columbus Health Department Board Room

<p>Presiding: James Lopez, DDS</p> <p>Attending Board Members: Yasmin Cathright, Marci Norris (City Mgr. office), Sylvester McRae, MD</p> <p>Not Present: Devica Alappan, MD, Joshua Beard (Mayor's office), Joy Adegbile, MD</p> <p>Others Present: Dr. Beverley Townsend, Tori Endres, Joanne Strickland, Pam Kirkland, Michelle Crawford, Brandi Nelson, Latrice Johnson, Berta Cox, Shaniz Chapman (WIC Intern)</p>			
Agenda Topic	Discussion	Decision	Responsibility
Call to order	Dr. Lopez <ul style="list-style-type: none"> • Called the meeting to order at 1:04pm. • Acknowledged a quorum has been established. 		None
Approval of Agenda	Dr. Lopez <ul style="list-style-type: none"> • Referred to the March 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. McRae to approve the agenda as presented. Seconded by Marci Norris. Approved by all members present.	None
Discussion and Approval of Minutes	Dr. Lopez <ul style="list-style-type: none"> • Referred to the minutes from February 28, 2024, as delivered to all board members. Dr. Lopez asked for a correction under old business to the spelling of micro bacteria to mycobacterium. 	Motioned by Yasmin Cathright to approve the minutes with the correction of spelling. Seconded by Dr. Sylvester McRae. Approved by all members present.	None
Commissioner of Health Report	Dr. Townsend <ul style="list-style-type: none"> • Informed the board that the new District Program Manager will start on April 1st. • Stated we have started having budget meetings in the counties. • Announced that we currently have 3 vacancies in the district office which include an administrative assistant for myself, District Nursing and Clinical Director and District Program Manager. We have floaters that work throughout the district and are cross trained to do various tasks which include nursing, environmental health, WIC and administrative. 		None

	No further comments/Questions		
Financial Report	<p>Joanne Strickland, District Administrator</p> <ul style="list-style-type: none"> Presented the FY24 Financial overview as of February 29, 2024. The current budget is \$12,552,601.00. Line 3 shows total expenses are \$7,801,685.19 which is 62% and is just below target of 68% for 8 months of operation. Line 4 shows the comparison of expenses to last year with an increased variance of \$29,733.90. Line 5 shows total fee income as of 02/29/24 of \$813,396.99. 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 \$85,458.22. Line 19 shows admin claiming income of \$115,231.11 for FY24. Pages 7 & 8 show a breakdown by line item of expenses and revenues. Page 9 shows the total grants governed by the Columbus Board of Health (all are on target for 8 months of operation). <p>No further comments/Questions</p>	The Financial Report is attached and made a part of these minutes.	None
Excused Absences	<p>Devica Alappan, MD Joshua Beard Joy Adegbile, MD</p>	None	None
Old Business	None	None	None
New Business	None	None	None
Program Reports	<p>Epidemiology Update – Brandi Nelson, Epidemiologist Supervisor</p> <ul style="list-style-type: none"> Shared news release from DPH on confirmed measles cases and outbreaks in the US and Globally from March 22, 2024. Reported on Notifiable Diseases and Covid-19 Outbreaks. <p>Public Information - Pam Kirkland, Public Information Officer</p> <ul style="list-style-type: none"> Reported March press releases, media interviews, social media posts, TV, radio, and billboard campaigns. <p>Environmental Health - Kristi Ludy, Environmental Health Director</p> <ul style="list-style-type: none"> Referred members to the Environmental Health report of activities covering the month of February 2024. 	Program reports are attached and made part of these minutes.	None

	<p>Nursing - Michelle Crawford, County Nurse Manager</p> <ul style="list-style-type: none"> Presented the cumulative nursing report for July 1, 2023, through February 29, 2024, including activities and events. <p>WIC- Latrice Johnson, Nutrition Services Director</p> <ul style="list-style-type: none"> Presented WIC overview for January 2024 through March 2024 including participant numbers and events. <p>No further comments/questions</p>		
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Adjourned	Dr. Lopez adjourned the meeting at 1:51pm		
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Respectfully submitted by: Berta Cox, District Admin Operations Liaison

NEXT BOARD OF HEALTH MEETING

Date/Time: April 24, 2024	Place: In-person: Columbus Health Department Board Room
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