Board Members Present:
Chairman Jeffrey E. Turner
Dr. Aundria Cheever
Ms. Luvenia Jackson
Mr. Robert Dolphin
Dr. Morcease Beasley
Mayor Angelyne Butler
**Dr. Sandra Nunez (representative with Dr. Morcease Beasley)

Board Members Absent:
Dr. Timothy Brown

Board of Health Staff:
Alpha Fowler Bryan, MD, CCBOH District Health Director
Samuel Dudley, IT Director
Carmen King, Human Resources Manager
Ola Adewale, Epidemiologist
Caroline Hawkins, Nursing and Clinical Services Director
Wendy Miller, Child Health
Angelia Ngichabe, District Finance Administrator
Ivy Adams, Finance Office
Doris Parker, Interim Administrative Assistant

Board of Health Staff:
Doug Dugger, CCBOH-EPR Director

Meeting Called to Order
The Board meeting was called to order by Chairman Turner at 10:00AM

New Board Members Oaths administered by Chairman Turner
- Mayor Angelyne Butler and Dr. Morcease Beasley

Approval of the Minutes
Chairman Jeffrey Turner – Due to name correction (Dr. Thomas Brown to Dr. Timothy Brown), December 15, 2017 meeting minutes will be resubmitted for approval at April 19, 2018 meeting.

Budget Update
Angelia Ngichabe – CCBOH Finance
No written report presented due to circumstances surrounding recent CCBOH building closure as a result of Environmental issues.
CCBOH spent approximately $20,000 from reserved funds for relocation expenses to date.
**Directors Report**

Dr. Alpha Bryan, CCBOH District Health Director

Dr. Bryan reported that due to building environmental issues at the 1117 Battle Creek location, the CCBOH staff had to vacate the building, therefore closing on February 8, 2018 with the suspensions of services at the site.

The closure affected 130 full time employees and 20 hourly employees. A satellite office has been set up at the Forest Park Office to continue provision of some of the critical services to the community. There is very limited space at Forest Park which has resulted in many of the employees having to alternate schedules for rotation at the Forest Park site.

Flyer were developed with information on where clients can obtain various services. This interruption has caused a tremendous impact on the CCBOH operations. A concern is client numbers decreasing and the possibility of losing funds from various grant sources.

Dr. Bryan gave kudos to the CCBOH team for their commitment and for working effortless to continue the provision of client services.

The overall closure had a devastating impact on the program areas and services. A total of $35,000 of CCBOH reserved funds have been used for setting up Services at Forest Park.

Dr. Bryan requested each functional area to give a brief overview of how the closure has affected assigned program.

*Human Resources: Carmen King, HR Manager reported that all recruitment was on hold, however due to the closure the Workers Compensation benefits were still in effect in accordance with FLSA.*

*Communications: Vincent Parrish, PIO stated that signs were posted at Battle Creek regarding the interruption of services with locations on where services could be obtained. All CCBOH social media sites were updated to reflect closure.*

*Building: Milton Boykin, Building Supervisor reported that many buildings have been toured to acquire a temporary relocation site. Many of the facilities required a one year or more lease. At this point waiting on County decision on whether roofing will be repaired with the understanding that repairs could take up to six months or more.*

*IT: Sam Dudley, Manager, expressed the enormous task involved to ensure proper connections and that some of the buildings toured would require a lot of IT work which would be costly.*

*Epidemiology: Ola Adewale, Epidemiologist reported that she and staff have been able to continue their services as they are working from home and in the field. They are conducting home visits to clients.*

*Maternal and Child Health Services: Wendy Miller, Manager*

[www.claytoncountypublichealth.org](http://www.claytoncountypublichealth.org)
• Limited WIC services are being delivered at the Forest Park location. Voucher printing, food package changes, and 30-day updates are the only services being conducted at Forest Park.

• New clients and clients needing certifications are sent to surrounding counties to access those and other WIC Services

• Breastfeeding classes have not been held since the building was closed. Temporary space identified at Southern Regional and the Forest Park Library.

• Other MCH services (Babies Can’t Wait, Children 1st, 1st Care, Early Hearing Detection and Intervention, Healthier Generations and Children Medical Services) continue to function remotely as most activities take place in clients’ homes.

District Nursing and Clinical Services: Caroline Hawkins, Director
The Clayton County Board of Health provides Specialty Clinical Services, which include Ryan White services (HIV treatment); Tuberculosis screening and treatment; Sexually Transmitted Infection [STI] screening and treatment; Child Health Services (immunizations; hearing, vision, dental screenings, school and daycare assessments to assure all students are properly immunized); Pediatric Dental Services (cleanings, treatment, etc.) and Women’s Health and Reproductive Health Services (breast and cervical cancer screening [BCCP] and family planning [FP] services).

Services Impacted because of move:

  o Specialty Services has been reduced and consolidated to include TB/RW/STI services at the Forest Park facility, as these were deemed the most critical services that needed to be continued
  o At the FP facility, there are currently three (3) TB staff to share one exam room, an RN for treatment and medications, a Communicable Disease Specialist to assist with data entry and a Lab Tech for TB specimen collection in a very small lab shared by RW and STI staff
  o There is one exam room for RW services to be shared by two clinicians (physician and nurse practitioner)
  o Child services has been suspended; immunizations, hearing, dental and vision screenings have been halted; clients directed to other health department in contiguous counties
  o Pediatric services have been completely suspended; currently no space available for these services
  o Reproductive services, BCCP and FP services were halted; however, allowed to deploy a “nursing team” to the Henry County Health Department to continue these services
    ▪ Will create “dummy charts” (paper charts) for clinical services and return to FP facility to “merge” and/or electronically document on services delivered

The services/staff mentioned above are for the whole county

www.claytoncountypublichealth.org

PREVENT PROMOTE PROTECT
There are several industrial refrigerators and freezers at the Battle Creek facility that stores the vaccine and medications of the CCBOH clinics that MUST be monitored daily, both virtually and physically and must be retrieved and properly stored if there is an extended temperature excursion. There is not enough space at the FP facility to house these units. Potential loss in a single temperature excursion:

Approximately $217,792.31; average cost to pay back Georgia Immunization Program Vaccine for Children (GIP/VFC) program from loss inventory due to temperature excursion

Comments from Board Members:
- The Board Members expressed equally the importance of securing a new location for operations. Chairman Turner stated the importance of putting together media information and submit to him for dissemination to public sources. Ms. Jackson and Dr. Morsecase expressed considering sending out a communication flyer to parents with upcoming school students report cards. Ms. Jackson stated that this is a very critical and unforeseen act of nature which requires quick action.
- Dr. Cheevers offered space at her work location on Smith Street, in addition to space at 1793 S Lake Pkwy near Clayton Eye Center.
- Mayor Butler made several suggestions of various government vacant spaces at Ft. Gillam. She made several calls during the meeting to obtain information on how CCBOH staff should go about touring sites to determine if they would be appropriate.
- Chairman Turner stated that there could be a possibility that the County could look at funds from the 2021 SPLOSH Funds vote for usage in repairs or securing another location.

Chairman Turner thanked all for their attendance, reports and opened floor for further comments or questions. No comments or questions from those present.

Adjournment
There being no further business the meeting was adjourned. A motion was made by Dr. Cheever and seconded by Dr. Jackson and called for vote by Chairman Turner. Motion approved, and the meeting was adjourned.

Chairman Jeffrey E. Turner

Date

www.claytoncountypublichealth.org

PREVENT PROMOTE PROTECT