



Kathleen Toomey MD, MPH, Commissioner | Brian Kemp, Governor
 Beverley Townsend, M.D., M.B.A., F.A.A.F.P Interim District Health Director
 Clayton County Health District
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**Clayton County
 Board of Health Meeting
 April 15, 2021 @ 10:00 am
 (Zoom Call)**

Agenda

Call to Order	Chairman Jeffrey Turner
Agenda Approval (Page 1)	Chairman Jeffrey Turner
Approval of Minutes (Pages 2-7) <i>February 18, 2021 Meeting</i>	Chairman Jeffrey Turner
Old Business <i>Building Updates</i>	Carla Heath Director of Business Operations
Reports <i>Clinical Report</i> (Page 9-10)	Janna McWilson, RN District Nursing and Clinical Director
<i>Environmental Health Report</i> (Page 11)	Eugene Polk E.H. County Manager
<i>Financial Report</i> (Page 12-14)	Brigilda Rea Financial Services Manager
<i>Updates</i>	Dr. Beverley Townsend Interim Health Director

Board Member Updates/Comments

Adjournment Chairman Jeffrey Turner

Upcoming Scheduled Board Meetings:

2021 Board of Health Meeting Dates

June 17, 2021

August 19, 2021

October 21, 2021

December 16, 2021

- All meetings are scheduled for 10:00 a.m.



Clayton County Board of Health
Minutes of Board Meeting
February 18, 2021
10:00 am
(Zoom Call)

Board Members Present:

Chairman Jeffrey Turner
Dr. Lee Adams
Ms. Luvenia Jackson
Mr. Robert Dolphin
Dr. Morcease Beasley

Board of Health Staff:

Dr. Beverley Townsend, Interim DHD
Janna McWilson, Nursing Director
Keisha Dixon, Special Projects Coordinator
Eugene Polk, Environmental Health Director
Carla Heath, District Administrator
Brigilda Rea, Financial Services Director
Rodi Evans, Administrative Assistant

Approval of the Agenda

Chairman Turner

Chairman Turner requested the approval of the February 18, 2021 agenda. Motion was made by Robert Dolphin and seconded by Luvenia Jackson. Motion passed unanimously.

Approval of the Minutes

Chairman Turner

Chairman Turner requested an approval of the December 17, 2020 Board of Health Meeting Minutes. Motion was made by Chairman Turner and seconded by Dr. Luvenia Jackson. Motion passed unanimously.

Building Updates

Keisha Dixon

Keisha Dixon is still working with Dennis Jones to identify what interior signage is needed throughout the clinical area. Still waiting on clearance to move more furniture into the building. She also stated the outside signage has been installed.

Clinical Report

Janna McWilson

Janna McWilson presented Nursing report. The Nursing report is attached as part of these minutes.

Environmental Health Report

Eugene Polk

Eugene Polk presented Environmental Health report. The Environmental Health report is attached as part of these minutes.

Financial Report

Brigilda Rea

Brigilda Rea presented the Financial report. The Financial report is attached as part of these minutes.

Updates

Dr. Beverley Townsend

Dr. Townsend reported the following:

Staff is needed for the Nursing, Environmental Health, and Emergency Preparedness departments. Staff will also be added to aide in the Vaccination clinics. Mako medical will be used here in Clayton county for testing, to give relief to the health department. The state is working on an adequate system for enrollment to sign up for the vaccine. We are working to see how we can get the venerable population vaccinated which is priority. We will be working with the school nurses to ensure that when the tier opens for the school systems to be vaccinated the nurses will be prepared to administer the vaccine. Dr. Townsend will be sitting on a panel next week to speak on vaccine hesitancy and educating the community about the vaccine. This panel will be held via zoom call.

Board Members Comments

Chairman Turner announced that next Saturday February 27th, he will be working the Africans Children's fund to disperse bags of hope, which will be food distribution. Event will be from 10:00 a.m. until supplies last, 250-300 boxes of food will be given away along with some gift cards.

Adjournment

Chairman Turner made a motion to Adjourn. Ms. Luvenia Jackson made a motion to approve and it was seconded by Dr. Beasley. Motion passed unanimously.

 Chairman Jeffrey E. Turner

 Date



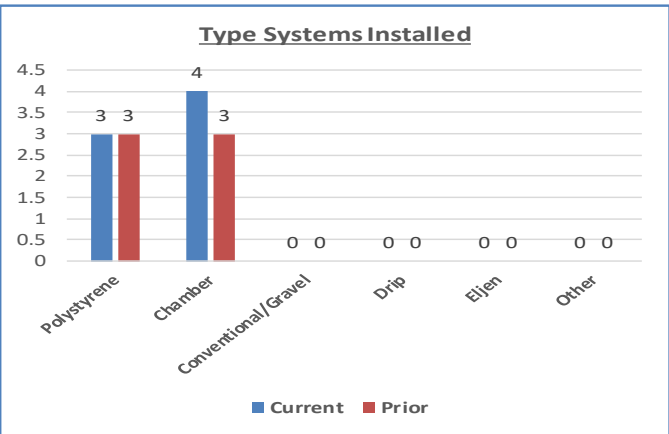
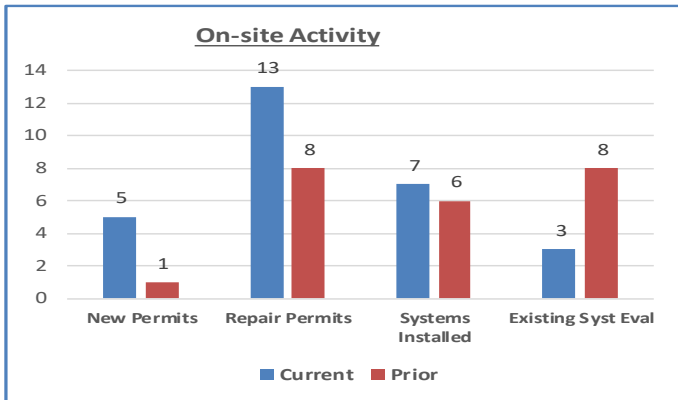
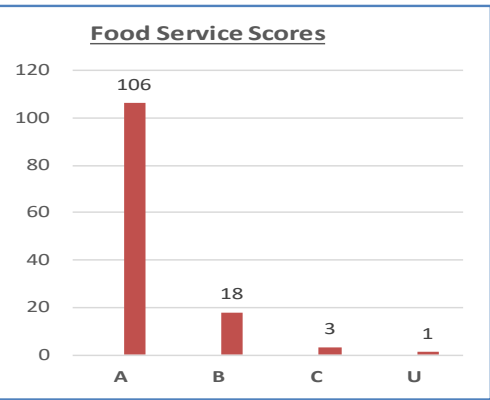
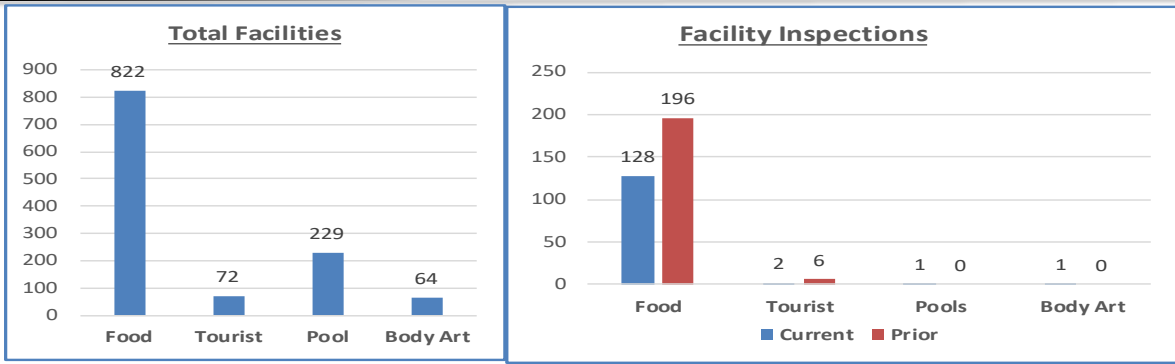
Report By: Janna McWilson

Date: 2/18/2021

Clayton County Board of Health Meeting Report

Topic:	Comments:
Clinical Chart	Comparison between 2019 and 2020. Clinical services and WIC services. See chart provided.
Forest Park Clinic Services	All Clinic services offered by appointment to help with social distancing. 1 Full-time LPN started Feb. 1st. Full-time RN & LPN position to be filled soon. BCCP-Patient Navigator position vacant
WIC Clinic	December Caseload: 3315 January Caseload: 3494 WIC is recruiting for 4 positions: PT Administrative Assistant, PT Nutritionist, FT Nutritionist, and a FT Dietician. USDA waiver extended until May 21, 2021; Clinic will continue to provide remote services only.
Maternal Child Health Program	Children's 1 st (Birth -5) – 123 actively enrolled clients BCW (Birth – 3) – 257 enrolled children CMS – 79 children and youth enrolled. EHDI-Collaborating with Fulton County to perform testing.
COVID-19 Specimen Collection Site for Testing	MAKO – Began COVID testing on February 1 st at Rock Springs Baptist Church, 5900 Reynolds Rd., Morrow, GA 30260. To register, go online to: https://mako.exchange/scheduler/select-state/ or call 1-844-625-6522. Test Site hours of operation: Monday- Friday 8:00am – 4:00pm.

<p>COVID-19 Vaccinations</p>	<p>CCHD started at SRMC vaccinating Healthcare Workers. 1st and 2nd dose clinics completed at this location.</p> <table border="1" data-bbox="649 168 1218 315"> <thead> <tr> <th><u>1st dose clinics</u></th> <th><u>2nd dose clinics</u></th> </tr> </thead> <tbody> <tr> <td>12/30/2020</td> <td>1/20/2021</td> </tr> <tr> <td>12/31/2020</td> <td>1/21/2021</td> </tr> <tr> <td>1/6/2021</td> <td>1/27/2021</td> </tr> </tbody> </table> <p>Total vaccines provided: 710 at SRMC (Healthcare providers)</p> <p>Vaccine Tiers expanded:</p> <ul style="list-style-type: none"> • Healthcare workers (physicians, nurses, laboratory technicians, EMS personnel, environmental services, etc.) • Residents and staff of long-term care facilities • Adults aged 65+ and their caregivers • Law enforcement, firefighters, first responders <p>CCHD/SRMC – partnering to assist with storage of the vaccine (Ultra-cold storage capability only at SRMC at this time)</p> <p>3 Mass vaccination clinics: Forest Park Recreation Center and Tara Stadium</p> <p>Vaccinations currently being provided 3 days a week at Battlecreek (back parking) based on vaccine availability.</p> <p>Received additional funding to help with vaccination support.</p>	<u>1st dose clinics</u>	<u>2nd dose clinics</u>	12/30/2020	1/20/2021	12/31/2020	1/21/2021	1/6/2021	1/27/2021
<u>1st dose clinics</u>	<u>2nd dose clinics</u>								
12/30/2020	1/20/2021								
12/31/2020	1/21/2021								
1/6/2021	1/27/2021								



OSSMS Program Activities

Plan Reviews:	6
Site Evaluated:	17
Follow-Up Inspections:	3
Pump Truck Inspections:	15

EH Activities

Airport FS Inspections:	40
FS Plan Reviews:	15
Zoning Plan Reviews:	18
EH Complaints:	14
COVID-19 Duty/Other Duty Hours:	207
State Mandated Training:	13
State Mandated Training Hours:	110

Rabies Program

No. Tests:	1
Positive:	0
Negative:	1

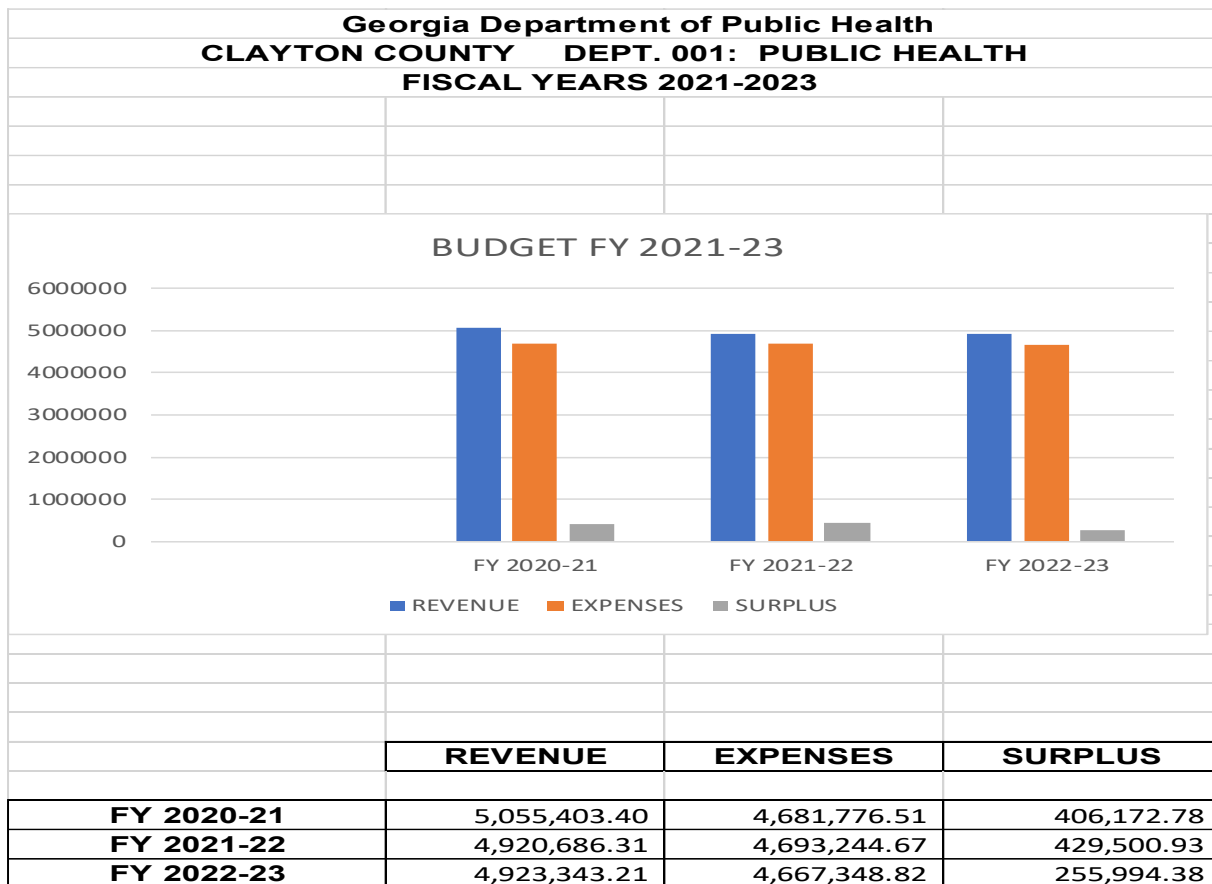


Report By: BRIGILDA REA

Date: 02/18/2021

Clayton County Board of Health Meeting Report

Topic:	Comments:
<p>PUBLIC HEALTH BUDGET PROJECTION FOR 3 YEARS FY 2021 THROUGH 2023</p>	<p>The Clinical and Environmental Health Fees are expected to pick up slowly in the next 2 years due to end of Covid-19. But along with this, expenses will increase like Travel, Utilities, Salaries & Fringes. The estimated budget surplus each year is at minimal rate of 5%.</p>



This concludes the minutes for February 18, 2021. The following pages are the Board of Health reports for April 15, 2021.

Clayton County Health District Nursing Summary Report

Janna McWilson

April 15, 2021

Topic:	Comments:
Forest Park Clinic Services	<p>All clinic services offered by appointment to help with social distancing.</p> <p>STI Nurse on FMLA; RN started on March</p>
WIC Clinic	<p>January Caseload: 3494 February Caseload: 3556 March Caseload: 3774</p> <p>WIC is recruiting for 4 positions: FT Temp Administrative Assistant, PT Nutritionist, FT Nutritionist, and a FT Dietitian.</p> <p>USDA waiver extended until May 21, 2021; Clinic will continue to provide remote services only.</p>
Maternal Child Health Program	<p>Children’s 1st (Birth -5) – 118 actively enrolled clients BCW (Birth – 3) – 333 enrolled children CMS – 91 children and youth enrolled; Total of 227 referrals received from Jan 2021 through March 2021. EHDI-Collaborating with Fulton County to perform testing</p> <p>CMS and BCW currently recruiting for vacant positions.</p>
COVID-19 Specimen Collection Site for Testing	<p>MAKO performing COVID testing through DPH. Site located at 5900 Reynolds Road, Morrow, GA 30260.</p> <p>To register, go online to: https://mako.exchange/scheduler/select-state/ or call 1-844-625-6522.</p> <p>Test Site hours of operation: Monday- Friday 8:00am – 4:00pm.</p>
COVID-19 Vaccinations	<p>Current Vaccination Site: Mundy’s Mill High School Tuesday – Thursday; 9:00am – 4:00pm</p> <ul style="list-style-type: none"> • Pfizer/Moderna <p>Strike Team providing vaccinations to Homebound populations and personal care homes in Clayton County. Names received through the AAA.</p> <p>Charter schools/Daycares and local companies with vaccine requests contacted to get staff vaccinated on Mondays and Fridays.</p> <p>Approx. # of vaccine doses given (1st and 2nd doses): 15,297</p>

- **Inform.**
- **Prevent.**
- **Protect.**

Clayton County Health District
April 15, 2021

Reporting Period
Prior Jan.- Dec. 2020
Current Jan.- Mar. 2021



Clayton County Health District
Beverley A. Townsend, M.D., MBA, FAAFP
Interim District Health Director
1117 Battlecreek Road, Jonesboro, GA 30236
Phone: (678) 610-7199
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STAFFING

Total Employees

WIC PARTICIPATION TOTALS for 2020 Jan.- Dec.), 2021 (Jan.-Mar.)



CUSTOMER SERVICE REPS (CSR) 7
(6 CSR's and 1 Adm. Operations Coordinator)



NURSES 7
(3 RNs and 4 LPN's)
(1 Part-time Women's Health Physician & 1 Dentist)

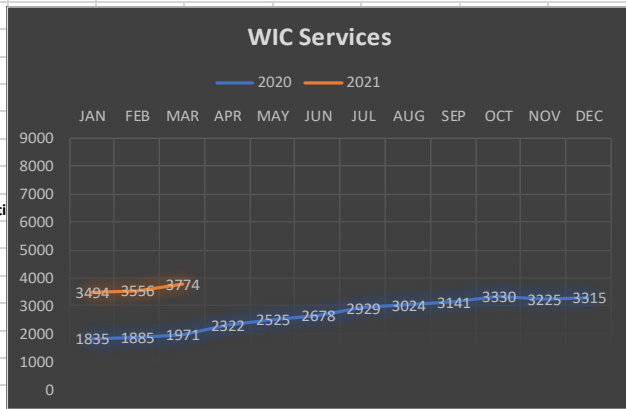


Administrative Support 1



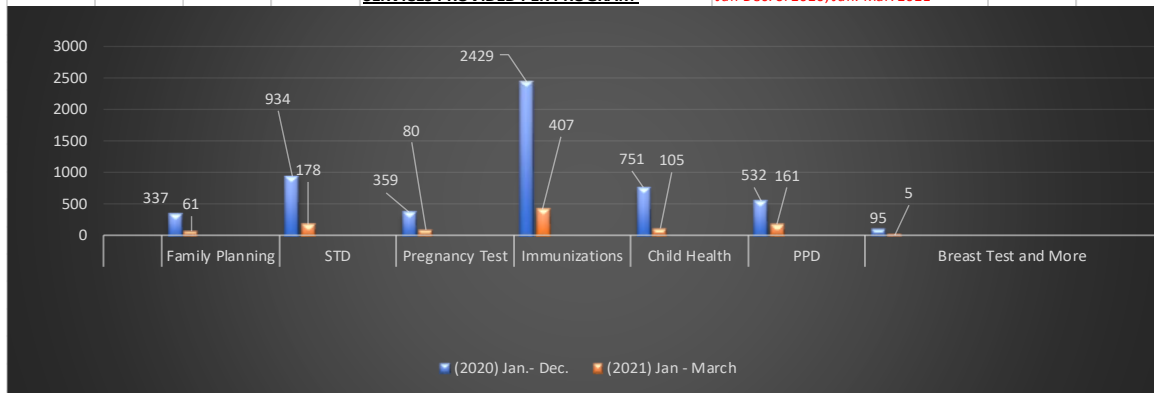
Communicable Disease Staff 4

Medical Assistants 1



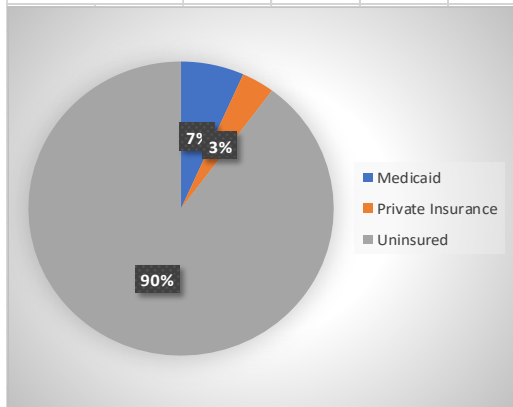
SERVICES PROVIDED PER PROGRAM

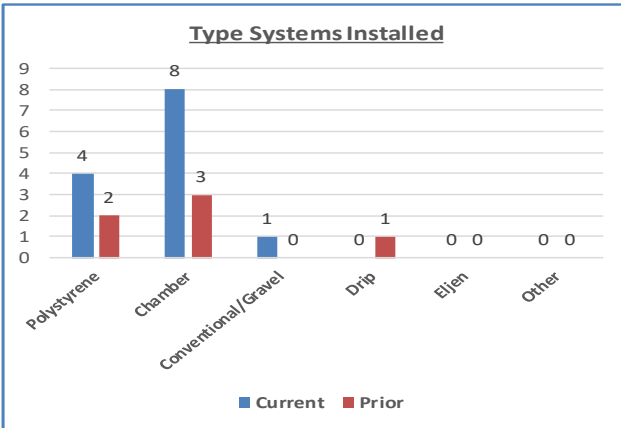
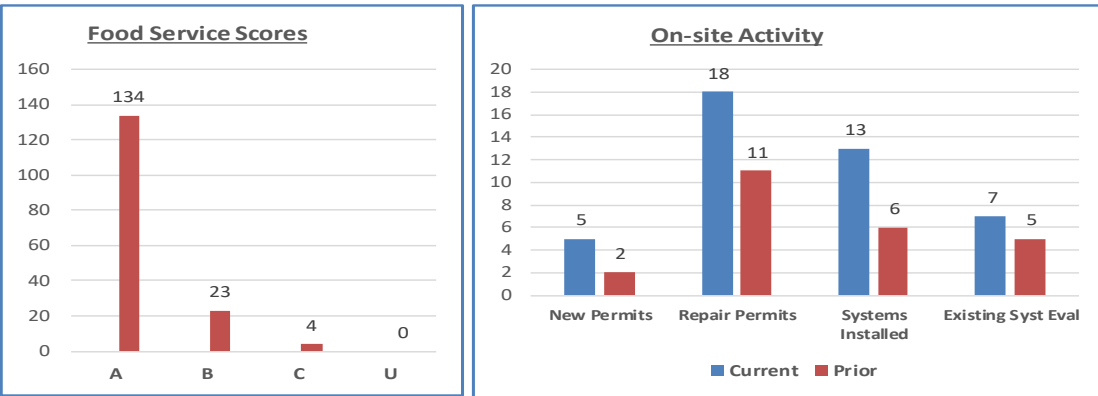
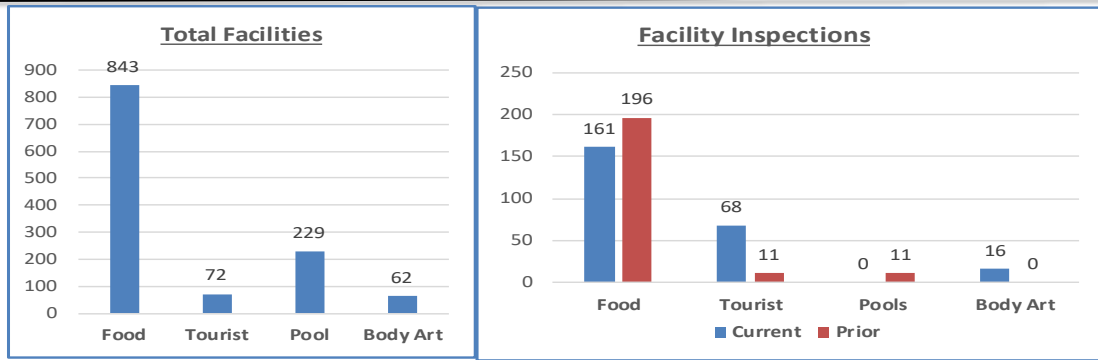
Jan-Dec. of 2020, Jan.-Mar. 2021



INSURANCE STATUS

Jan. - Mar. 2021





OSSMS Program Activities

Plan Reviews:	5
Site Evaluated:	24
Follow-Up Inspections:	3
Pump Truck Inspections:	1

EH Activities

FS Plan Reviews:	26
SP, TA, & BA Plan Reviews	3
Zoning Plan Reviews:	13
EH Complaints:	7
COVID-19 Duty/Other Duty Hours:	40
State Mandated Training:	10
State Mandated Training Hours:	80

Rabies Program

No. Tests:	3
Positive:	0
Negative:	3

CLAYTON COUNTY HEALTH DISTRICT
FINANCIAL OVERVIEW - FY 2021

1	Original Budget:		5,172,752.20	07/01/20
2	Budget Revision:	GIA/State EE Bonuses	97,962.00	03/16/21
3	Current Budget for FY2021	Refer to Spreadsheet (P.2)	5,270,714.20	03/31/21
	Percent of Budget Spent	Total Current Expenses	Target Total Percentage/Expenses	Months of Operation
4	63%	3,321,126.62	75% \$3,953,035.65	9
	Revenue & Expenses Comparison			
		Current Year to Date	Previous Year	Variance
	Revenue/Funds Sources	3/31/2021	3/31/2020	(Decrease)
5	County Participating	66,221.13	238,072.50	(171,851.37)
6	Outpatient Client Fees	139,309.67	237,380.78	(98,071.11)
8	Vital Record Fees	147,490.00	53,863.00	93,627.00
9	Environmental Health Fees	356,773.01	471,729.65	(114,956.64)
10	Administrative Claiming	308,023.67	-	308,023.67
11	Intra/InterAgency	98,051.01		98,051.01
12	Grant-In-Aid	2,321,080.25	2,687,325.50	(366,245.25)
13	Other Income	34,703.34	590.00	34,113.34
14	Other-Fund Balance		4,700,000.00	(4,700,000.00)
15	Prior Period Income		99,453.95	(99,453.95)
16	TOTAL REVENUE	3,471,652.08	8,488,415.38	(5,016,763.30)
	Expenditures			
17	Salaries & Fringes	1,425,195.87	1,631,225.09	(206,029.22)
18	Hourly Labor	56,555.00	32,043.57	24,511.43
19	Travel	6,639.66	23,497.33	(16,857.67)
20	Equipment	2,990.18	196,837.15	(193,846.97)
21	Building Rent	110,008.35	238,072.50	(128,064.15)
22	Contracted Services	265,238.88	980,818.17	(715,579.29)
23	Other Operating	7,815.80	2,973.20	4,842.60
24	Supplies & Materials	57,376.16	35,679.11	21,697.05
25	Communications	26,131.93	36,333.08	(10,201.15)
26	Utilities	38,184.12	52,437.75	(14,253.63)
27	Printing	1,434.00	1,043.00	391.00
28	Repairs & Maintenance		174,500.00	(174,500.00)
29	Leased Equipment	21,072.77	25,882.33	(4,809.56)
30	Pharmaceuticals	35,229.85	40,901.26	(5,671.41)
31	Intra/InterAgency transfers	438,130.87	54,460.98	383,669.89
32	Software	959.88		959.88
33	Laboratory Services	450.00	2,105.30	(1,655.30)
34	Direct Benefits to Clients		240.00	(240.00)
35	Capitol Improvements	433,420.08	2,548,320.37	(2,114,900.29)
36	Bankard/Telecheck Fees	1,969.55	3,186.75	(1,217.20)
37	Postage	3,052.30	6,651.21	(3,598.91)
38	Moving Expenses	34,592.04	395,250.42	(360,658.38)
39	Indirect Fees	354,679.33	328,100.75	26,578.58
40	TOTAL EXPENSES	3,321,126.62	6,810,559.32	(3,489,432.70)

CLAYTON COUNTY HEALTH DISTRICT						
Budget Status as of 3/31/21						
	A	B	C	D	E	F
1	Description	% of Total Budget	Budget Amount	YTD Actual Received/Spent	Budget Remaining	% of Budget Received/Spent
2	<i>Revenue/Funds Sources</i>					
3	County Participating	13.2%	698,000.00	66,221.13	631,778.87	9%
4	Outpatient Client Fees	8.4%	443,858.20	139,309.67	304,548.53	31%
5	Vital Record Fees	2.9%	154,000.00	147,490.00	6,510.00	96%
6	Environmental Health Fees	8.0%	420,000.00	356,773.01	63,226.99	85%
7	Administrative Claiming	2.1%	110,800.00	308,023.67	(197,223.67)	278%
8	Intra/InterAgency	3.8%	198,000.00	98,051.01	99,948.99	50%
9	Grant-In-Aid	61.6%	3,245,956.00	2,321,080.25	924,875.75	72%
10	Other Income	0.0%	100.00	34,703.34	(34,603.34)	34703%
11	TOTAL REVENUE	100%	5,270,714.20	3,471,652.08	1,799,062.12	66%
12	<i>Expenditures</i>					
13	Salaries & Fringes	52.3%	2,757,236.81	1,425,195.87	1,332,040.94	52%
14	Hourly Labor	1.6%	86,400.00	56,555.00	29,845.00	65%
15	Travel	0.9%	46,800.00	6,639.66	40,160.34	14%
16	Equipment	0.6%	32,831.00	2,990.18	29,840.82	9%
17	Building Rent	1.3%	66,221.13	110,008.35	(43,787.22)	166%
18	Contracted Services	6.9%	362,742.42	265,238.88	97,503.54	73%
19	Other Operating	0.8%	42,500.00	7,815.80	34,684.20	18%
20	Supplies & Materials	1.9%	97,563.91	57,376.16	40,187.75	59%
21	Communications	1.0%	53,000.00	26,131.93	26,868.07	49%
22	Utilities	0.9%	46,068.00	38,184.12	7,883.88	83%
23	Printing	0.1%	5,000.00	1,434.00	3,566.00	29%
24	Repairs & Maintenance	0.1%	7,150.00		7,150.00	0%
25	Leased Equipment	0.6%	30,218.00	21,072.77	9,145.23	70%
26	Pharmaceuticals	1.1%	56,000.00	35,229.85	20,770.15	63%
27	Intra/InterAgency transfers	8.8%	464,782.12	438,130.87	26,651.25	94%
28	Software	0.1%	6,500.00	959.88	5,540.12	15%
29	Laboratory Services	0.1%	5,000.00	450.00	4,550.00	9%
30	Direct Benefits to Clients	0.7%	38,365.00		38,365.00	0%
31	Capitol Improvements	9.1%	479,340.00	433,420.08	45,919.92	90%
32	Bankard/Telecheck Fees	0.1%	4,120.00	1,969.55	2,150.45	48%
33	Postage	0.2%	7,917.10	3,052.30	4,864.80	39%
34	Moving Expenses	2.1%	110,000.00	34,592.04	75,407.96	31%
35	Indirect Fees	8.8%	464,958.71	354,679.33	110,279.38	76%
36	TOTAL EXPENSES	100%	5,270,714.20	3,321,126.62	1,949,587.58	63%
37						
38	EXCESS OF REVENUE OVER EXPENSES			150,525.46		3%

CLAYTON COUNTY HEALTH DISTRICT

MONTHLY BREAKDOWN OF ACTUAL FUNDS RECEIVED/SPENT

	A	B	C	D	E	F	G	H	I	J	K
	Revenue	July	August	September	October	November	December	January	February	March	YTD TOTAL
2	County Participating				66,221.13						66,221.13
3	Outpatient Client Fees	14,205.21	20,879.09	15,798.06	20,432.36	17,613.94	10,466.28	12,271.61	8,989.73	18,653.39	139,309.67
4	Vital Record Fees	16,220.00	22,535.00	14,790.00	8,740.00	8,185.00	13,510.00	18,685.00	19,630.00	25,195.00	147,490.00
5	Environmental Health Fees	15,675.01	9,653.00	9,615.00	8,558.00	7,247.00	123,115.00	72,625.00	31,160.00	79,125.00	356,773.01
6	Administrative Claiming										-
7	Administrative Claiming-Prior Yr.			266,878.21					41,145.46		308,023.67
8	Intra/InterAgency	16,429.41	16,118.55	12,253.03	5,826.83	5,933.43	7,911.66	7,862.44	17,428.65	8,287.01	98,051.01
9	Grant-In-Aid			639,998.73	266,039.68	285,439.51	407,962.35	194,483.95	301,469.24	225,686.79	2,321,080.25
10	Other Income-Medical Record Fees		62.00	62.00						62.00	186.00
11	Other Income - Miscellaneous							40.00		34,477.34	34,517.34
12	TOTAL REVENUE RECEIVED	62,529.63	69,247.64	959,395.03	375,818.00	324,418.88	562,965.29	305,968.00	419,823.08	391,486.53	3,471,652.08
13	<i>Expenditures</i>										
14	Salaries & Fringes	171,169.59	161,842.14	170,745.51	166,654.18	159,682.11	149,611.85	143,932.87	125,552.58	176,005.04	1,425,195.87
15	Hourly Labor	7,640.00	6,560.00	6,247.50	7,667.50	5,160.00	5,772.50	5,477.50	5,867.50	6,162.50	56,555.00
16	Travel	(25.00)	1,241.32	737.16	1,511.84	1,667.60	370.30	211.88	448.56	476.00	6,639.66
17	Equipment			(3,487.84)	6,179.02	299.00					2,990.18
18	Building Rent				87,934.64	22,073.71	22,073.71			(22,073.71)	110,008.35
19	Contracted Services	21,040.56	20,730.57	11,080.94	64,103.34	17,593.02	20,304.69	31,096.48	21,070.13	58,219.15	265,238.88
20	Other Operating	10.00			315.00	529.40	6,961.40				7,815.80
21	Supplies & Materials	489.18	10,245.25	7,526.50	15,346.00	2,998.71	11,843.86	914.04	7,251.76	760.86	57,376.16
22	Communications	3,669.21	2,058.73	3,442.31	3,092.25	3,469.45	5,641.08	1,370.03	1,276.46	2,112.41	26,131.93
23	Utilities	1,645.70	4,167.61	6,503.00	6,125.70	2,413.61	8,248.87	540.27	4,165.96	4,373.40	38,184.12
24	Printing				989.00	445.00					1,434.00
25	Leased Equipment	1,860.38	2,040.29	3,834.54	1,861.58	1,863.46	2,053.22	1,780.68	3,904.99	1,873.63	21,072.77
26	Pharmaceuticals	1,343.90	11,301.71	10,611.23		1,189.02	6,574.02	2,348.55	264.66	1,596.76	35,229.85
27	Intra/InterAgency transfers							35,226.95	12,788.79	390,115.13	438,130.87
28	Software		959.88								959.88
29	Laboratory Services	2.00	6.00	60.00	93.00	116.00	173.00				450.00
30	Capitol Improvements	388,617.59		18,963.13	1,960.78			23,878.58			433,420.08
31	Bankard/Telecheck Fees	458.43	317.63	244.13	162.53	170.50	108.37	187.88	213.66	106.42	1,969.55
32	Postage	(197.16)	(32.43)	1,357.57	484.21	(387.86)	659.01	(229.37)	1,682.99	(284.66)	3,052.30
33	Moving Expenses	852.00	3,178.63	6,151.48	2,059.43			10,682.00	11,668.50		34,592.04
34	Indirect Fees	41,422.35	41,422.35	41,422.35	41,422.35	41,422.35	41,422.35	21,126.20	29,530.25	55,488.78	354,679.33
35	TOTAL EXPENSES	639,998.73	266,039.68	285,439.51	407,962.35	260,705.08	281,818.23	278,544.54	225,686.79	674,931.71	3,321,126.62