



**CARROLL COUNTY LOCAL BOARD OF HEALTH**  
**Carroll County Health Center Conference Room**  
**September 25, 2018**  
**6:00 p.m.**

**Members Present:**

Greg Goff  
David Wilhoite  
Judge Bobby Westrick  
Jodie Kemper  
Dr. Mark Miller  
Sandra May  
Bill Osborne

**Members Absent:**

Richard Kates  
Cecil Martin  
Chad Franklin  
Philip Habas  
Open Seat

**Staff Present:**

Dr. Georgia Heise  
Michelle Wilburn  
Justin Pittman

**Welcome**

Chairman Sandra May welcomed everyone to the meeting at the Carroll County Health Department conference room on September 25, 2018. She declared a quorum present and called the meeting to order at 6:12pm. No-one from the public was in attendance.

**Topic:** Approval of June 26<sup>th</sup> 2018 Meeting Minutes

**Discussion:** Board members were asked to review the previous meeting's minutes contained in their packet. The minutes were reviewed with no discussion.

**Action:** David Wilhoite made motion to approve the minutes from the June 26, 2018 meeting. Bill Osborne seconded. The motion passed unanimously.

**New Business**

**Topic:** Staffing/Personnel Update

**Discussion:** Dr. Georgia Heise reviewed staff changes that have taken place since the board last met. One change of particular note included the promotion of Allison Napier to Director for the Montgomery County Health Department. Dr. Heise highlighted the district is reorganizing to assume her responsibilities with the current staff. Currently there are 38 full time and 10 part time employees. In addition Dr. Heise provided an update on the sale of the Home Health Agency noting it was completed on Friday, September 21<sup>st</sup>, emphasizing the smooth transition of all patients care and staff formerly employed with the agency. Dr. Heise highlighted that the health department is in need of a part time registered nurse to work in Carroll County for overflow as well as a full time clerk to work in Carroll County. No action was taken.

**Topic:** Facilities Update

**Discussion:** Justin Pittman provided an update on the Carroll Co facility noting the completion of moving the road sign and paving of the front and back parking lots. He confirmed we are currently rescheduling the exterior pressure washing and painting of the facility due to rain and

considering sign lettering specs for the front of the building. The board discussed potential solutions to address the space behind the facility created by the new raised parking lot that can no longer be mowed and the future need to rectify the road side sewer cleanout that is collecting run-off water from the front parking lot causing sewer backups. No action was taken at this time.

**Topic:** Financial Update

**Discussion:** Michelle Wilburn reviewed the Year to date Revenues and Expenses as well as the Final closeout for FY18 with the board explaining how the health department is funded from the tax receipts received in the local taxing district. There was some discussion on how different years would see more expenses than revenues and other years more revenues than expenses based on how property values adjust and the timing of delinquent tax payments. Dr. Heise reviewed the FY19 Year to date revenues and expenses for the Health Department recognizing a current surplus as of the close of August. No action was taken.

**Topic:** Hepatitis A Outbreak

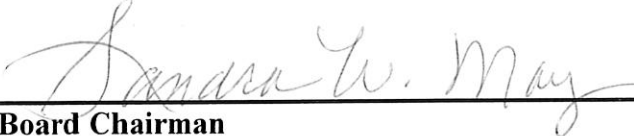
**Discussion:** Dr. Heise provided an update on the status of the statewide outbreak noting the infection rate is currently over 1500 individuals. She provided an update on the status of our counties and encouraged all board members to obtain the vaccine to prevent infection. No action was taken.

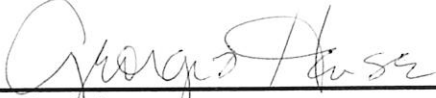
**Topic:** Harm Reduction Program Update

**Discussion:** Dr. Heise provided a brief update on the Harm Reduction Program in Pendleton County, noting there have been no negative occurrences since the implementation of the program in 2015 and highlighting the range of demographics of participants and services they are receiving as result of the program. Dr. Heise further iterated the benefits of programs like these that demonstrate a statistical improvement in the rates of infectious diseases in areas served by Harm Reduction programs.

**Topic:** Meeting Adjournment

**Action:** David Wilhoite made a motion to adjourn. Bill Osborne seconded. The meeting was adjourned at 7:16pm.

  
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**Board Chairman** 4/2/2019  
**Date**

  
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**District Director** 4/2/19  
**Date**

  
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**Board Secretary** 4/2/2019  
**Date**