

NOT
APPROVED
J. Margison

MINUTES

BOARD OF HEALTH

February 26, 1988

MAR 2 1988

Present: Don Kramer, Dr. Ted Sofish, Warren Pomeroy, Dr. John Nystrom,
Dr. Storer Emmett, Doris Halstead, Dr. Daniel Tartaglia

ALSO ATTENDING: Mr. Andrew Lucyszyn, Dr. William Coch, Linda Ross Aronson

CALL TO ORDER

President Kramer called the meeting to order at 7:35 p.m.

APPROVAL OF MINUTES OF PREVIOUS MEETING

Dr. Tartaglia made the motion to approve the minutes of the January meeting, Dr. Nystrom seconded the motion. Motion carried.

OLD BUSINESS

Hiring of Public Health Director - Mr. Kramer presented a resolution appointing Mr. Andrew Lucyszyn as Public Health Director for a term commencing March 1, 1988 and expiring December 31, 1992. Dr. Tartaglia made the motion that the resolution be accepted as written. Warren Pomeroy seconded the motion. Mr. Kramer asked for a roll call vote. All board members were present and the motion passed unanimously.

Approval of Health Care Plan - Mr. Kramer reported that we have received written approval of the health care plan. The core programs eligible for 100% reimbursement are Community Health Assessment, Family Health, Disease Control, Health Educations, and Environmental Health. Expenditures beyond the allotted maximum included in the plan are eligible for 40% reimbursement.

In other matters, the Health Services Committee approved the hiring of a Public Health Educator. The salary has not yet been set. It is felt by the members present that the salary should be enough to attract qualified candidates. It was stated that the only position that is mandatory to be filled regarding the Health Care Plan is the Public Health Educator. It was stated that Mr. Lucyszyn will be reviewing the need for the positions of Sr. Engineer and 2 part-time Sanitarians to help with the summer work load. Mr. Lucyszyn stated that the other position he would like to see filled soon is the Office Manager, due to the size of the clerical staff in the Health Department. There was a general discussion regarding the amount of legal action this department has taken in the past in regard to Sanitation division problems. Alternate methods were suggested (i.e. hiring of outside legal counsel) to accelerate the progress and enforcement of these actions. No action was taken.

Mr. Kramer stated that Mr. Lucyszyn will be starting as Public Health Director on March 1, 1988 and will be attending a meeting for health officials on that day. He has also been approved to attend a NYSAC meeting in Albany on March 13-15th.

Dr. Tartaglia stated his concern regarding the solid waste problem and that downstate wishes to be able to dump their garbage in places upstate, possibly Allegany County. Being a resident here and a Board of Health member, Dr. Tartaglia feels that this could be a future problem for the Board of Health if this were to happen. There was a discussion and no action taken.

RESOLUT

AUDIT OF CLAIMS

Claims in the amount of \$ 64,142.58 were audited and approved for payment.

ADJOURNMENT

There being no further business, a motion was made by Warren Pomeroy and seconded by Dr. Nystrom. The meeting adjourned at 8:40 p.m.

Respectfully submitted,

Linda Ross Aronson

RESOLUTION APPOINTING ANDREW LUCYSZYN ALLEGANY COUNTY PUBLIC HEALTH DIRECTOR

WHEREAS, David W. Dorrance resigned as Allegany County Public Health Director effective December 7, 1987 leaving an unexpired term, and

WHEREAS, Andrew Lucyszyn of Lyndonville, Orleans County, New York has met the qualifications to occupy the position of County Public Health Director, now, therefore, be it

RESOLVED:

1. That Andrew Lucyszyn is hereby appointed Allegany County Public Health Director for a term commencing March 1, 1988 and expiring December 31, 1992.

J. Margison
NOT
APPROVED

MINUTES

BOARD OF HEALTH

March 24, 1988

APR 18 1988

PRESENT: Don Kramer, Doris Halstead, Warren Pomeroy, Daniel Tartaglia, MD

ALSO PRESENT: Andrew Lucyszyn, Public Health Director, Corrine Collins, Office Manager, Linda Aronson, William Coch, MD, Medical Director, Rushford Lake District
Representatives: Jerry McGlynn, Richard Walker, Stanley Kaprevitch
Christine Johnson, Director of Patient Services

ABSENT: John Nystrom, DDS, Storer Emmett, MD, Theodore Sofish, MD

CALL TO ORDER

President Kramer called the meeting to order at 7:40 pm.

APPROVAL OF MINUTES OF PREVIOUS MEETING

Doris Halstead made the motion to approve the minutes of the February meeting and Warren Pomeroy seconded the motion. Motion carried.

Rushford Lake District

Mr. Jerry McGlynn, Commissioner of the Rushford Lake District, Stanley Kaprevitch and Richard Walker, were guests at this meeting to discuss existing problems with the sewage disposal systems on Rushford Lake. Mr. McGlynn gave a brief history of the Rushford Lake Commission to the members present, stating that their situation is quite unique in that they are under the jurisdiction of two townships, those being Caneadea and Rushford. Because of the creation of the lake and the Commission they feel as though they have a serious obligation to everyone who is a part of this district. One of the more serious concerns is to see to it that they maintain the very high quality of water in the lake. Mr. McGlynn stated that the reason they have attended this meeting is to ask if it would be at all possible for the Board of Legislators to pass some sort of ordinance or law pertaining only to the Rushford Lake District that would make it mandatory, on transfer of a piece of property to a new owner, to have the septic system certifiable as a system working in good operation. He stated that there have been several sites around the lake where it is obvious that the owners might be dumping into something as simple as a 55 gallon drum and with this ordinance or law that eventually these systems would be corrected, due to the rate of turnover of property on the lake. It was suggested to the representative from the Rushford Lake Commission that they exhaust all possibilities of obtaining an ordinance through the local level (i.e. Caneadea and Rushford Townships) as we do not feel that the Board of Legislators would create a law for one specific area of the county. If at that point they have not found an answer to this problem, they should present themselves again to see if anything could be done at the county level.

OLD BUSINESS

Mr. Lucyszyn introduced the Office Manager, Corrine Collins, to the members present. Mrs. Collins began working in the Health Department on March 22, 1988.

It was reported that the salary has been set for the Public Health Educator at a Grade 16 at a little over \$19,000.00 annually.

Mr. Lucyszyn reported that he plans to hire two Environmental Health Aides for summer work. Money has been budgeted for these positions.

The proposed Sr. Engineer position was discussed. It was stated that the plan is to have Albert Vossler promoted to this position but that cannot be done until he has another year of experience as Public Health Engineer.

Mr. Lucyszyn distributed copies of the Annual Report to the members present for their perusal.

Radon Program - It was asked where our Department stood regarding the Radon program. It was last reported that testing containers had been ordered. This will be looked into and reported on at a later date.

NEW BUSINESS

Staff Changes - It was reported that we have an Account Clerk Typist position that we are requesting an upgrade to Microcomputer operator. This would mean an increase of 3 labor grades. There has also been a request of a 4 year military leave by an Account Clerk Typist which would mean an internal promotion would take place.

It was reported that Gregory Elliott, Environmental Health Technician, will be attending a training course in Batavia for the next six weeks. This will begin on March 28th.

In another matter, it was reported that Jerry Babchak, Environmental Health Sanitarian, is in the hospital and will be on disability for a minimum of 2 months. This will leave the Sanitation Division staff with two people. This is another reason why the two Environmental Health Aides will be needed.

Proposed Hospital Inspections - It was reported that Health Systems Management performs all hospital inspections. These inspections include everything dealing with the hospital (i.e. account books, physical plant, etc.) They have announced that they no longer desire to perform the inspection of the kitchens and that it will probably fall to the county Health Departments to perform these inspections. It was stated that all of the Public Health Directors in Western New York are opposed to this but that in the end that duty will fall to the Health Department and not HSM.

Nurses Contract - Mrs. Johnson discussed with the Board of Health the proposed changes in the nursing contract and the impact that some of these changes will have on the Health Department. One of the major changes proposed is the work day going from 9:00-5:00 to 8:30-4:00 with a half hour lunch. This will create a problem in regard to our clinics as they are scheduled to accommodate the public (i.e. immunization scheduled after school hours and family planning scheduled after school hours). There was a general discussion. The other major change is in the nurses compensation time. It is understood that the nurses did not want this in the contract but it was made clear to them by the county representative that they had to accept the contract as a whole or not at all. The change in the compensation time policy is that if a nurse is on-call for the weekend and they are called out they will get paid a minimum of 3 hours comptime, which would be at time and one half on Saturday and double time on Sunday. Even if it only took them 45 minutes to complete the call they would still get 3 hours compensation. It also states in the contract that this would be retroactive to January of 1988. There was a general discussion. It was suggested that to be more cost effective, we should look into hiring non-unit personnel for weekend on-call duty. No action was taken. Mr. Kramer suggested that these concerns be brought before the Board of Legislators before the contract comes up for ratification. Mrs. Johnson and Mr. Lucyszyn also voiced their concern over the fact that no one in the Health Department was contacted to discuss these items and that they were informed of the issues quite by accident.

State Inspection of Clinic Sites - Mr. Lucyszyn informed the Board members present that the State Health Department will be performing inspections of all clinic sites used by this Health Department. It was reported that we are taking action for the repair of the Alfred clinic site. It was also stated that we will need to purchase a vacuum cleaner and dehumidifier for that site.

Sliding Fee Scale - Mrs. Johnson provided the board members of a revised sliding fee scale for the certified home health agency and the family planning program. There was a general discussion regarding these. Dr. Tartaglia moved that we accept the sliding fee scales and Doris Halstead seconded. The motion carried.

Loan Survey Policy - Mr. Lucyszyn provided the members present with a revised policy and forms for loan surveys. He stated that a water test will now be included in the loan survey and he is looking into contracting with an area laboratory for these services. No action was taken.

Right to Know Law - Mr. Lucyszyn informed the board members about the "Right to Know Law". This law makes it mandatory for the employer to post and have information available about any potentially hazardous substance being used in the work place. He also stated that if this information is not available to the employees, they can decline to work with that particular substance.

Legal Matters - Four Lakes Campground - Mr. Lucyszyn met with Joan Habberfield, Commissioner of Social Services, to discuss this problem. It was stated that most of the people living at the campground are on public assistance. It is within the power of the Social Services Department to stop rental payments for this housing due to the fact that it is an unhealthy environment. The Department of Social Services would locate alternate housing for these families. The county attorney's office has advised Mrs. Habberfield against taking this action. It was stated that the Child Protective Services could also intervene since there is potential health hazards there. Mr. Kramer stated that we should hold a meeting with Mr. Sikaris, County Attorney, and Joan Habberfield to discuss this further.

Community Health Assessment - Mr. Lucyszyn stated that he is looking into using the services of Alfred University to do the Community Health Assessment. He also stated that Dr. Blackwell may not very receptive to this idea but that he would be discussing it with her in the future.

Mr. Lucyszyn informed the members present that he has been approached by a group of homeowners in Cuba to help them come up with some kind of a community type sewage system. He will be meeting with them in the near future.

Proposed Legislation - At the present time there are no regulations regarding the operation of tanning salons. Mr. Lucyszyn stated that legislation will be presented regarding the regulations of such.

AUDIT OF CLAIMS

Claims in the amount of \$48,725.45 were audited and approved for payment.

ADJOURNMENT

There being no further business a motion was made by Dr. Tartaglia and seconded by Doris Halstead to adjourn the meeting. The meeting adjourned at 9:45 p.m.

Respectfully submitted,
Linda Aronson

MINUTES

BOARD OF HEALTH

January 28, 1988

PRESENT: Don Kramer, Dr. Tartaglia, Doris Halstead, Warren Pomeroy
Dr. Nystrom

ALSO ATTENDING: Chris Johnson, Dr. Coch, Linda Aronson

ABSENT: Dr. Sofish, Dr. Emmett

CALL TO ORDER

The meeting was called to order by Chairman Kramer at 7:25.

APPROVAL OF MINUTES

A motion was made by Dr. Tartaglia and seconded by Dr. Nystrom to approve the minutes of the last Board of Health meeting. Motion carried.

OLD BUSINESS

Municipal Health Service Plan - It was reported by Christine Johnson, DPS that we did not receive approval of the plan as expected. After reviewing the plan as submitted, the State Health Department required further revisions. These revisions were discussed. Mrs. Johnson stated that the changes have been made and the plan has again been submitted to the State. We have now received verbal approval of the plan and are awaiting written approval. It was stated that much of the plan and its implementation hinges on the hiring of a Public Health Educator. The Board of Health members present felt that we should proceed with the hiring of this position. The first step of this would be to get the position approved through the next Health Services Committee meeting. Mrs. Johnson reported that the exam for the Public Health Educator has been given. The test marks should be available in 2-3 months.

It was asked if the grant monies are available to us at the present time. We will have to wait for the written approval, which according to Dr. Olivia Smith-Blackwell, is forthcoming. When this is received we will be able to spend the money and then voucher for it through State Aid on a quarterly basis the same way we do at the present time with existing programs.

AUDIT OF CLAIMS

Claims in the amount of \$69,240.73 were audited and approved for payment.

ADJOURNMENT

There being no further business a motion was made by Dr. Tartaglia and seconded by Warren Pomeroy to adjourn the meeting. Motion carried and the meeting adjourned at 8:15 p.m.

MINUTES

BOARD OF HEALTH

December 3, 1987

Present: Dr. Tartaglia, Dr. Sofish, Doris Halstead, Warren Pomeroy, Dr. Emmett,
Legislator Kramer

Also Present: David Dorrance, Dr. Coch, Christine Johnson, Linda Ross Aronson

Absent: Dr. Nystrom

CALL TO ORDER

The meeting was called to order by Legislator Kramer at 9:15 p.m.

APPROVAL OF MINUTES

A motion was made by Doris Halstead to approve the minutes of the October 22, 1987 meeting. Seconded by Dr. Emmett. Motion carried.

OLD BUSINESS

Revised By-Laws - The revised by-laws were submitted at the October meeting for the members to review. Doris Halstead made a motion to accept the by-laws as revised. Seconded by Dr. Tartaglia. Motion carried.

Update on Health Plan - The Health Plan has been submitted to the State Health Department. We have received a written list of corrections and modifications to be made from the regional office staff. Mrs. Johnson stated that all of the corrections were sent back to the State on December 2nd. At this point, we are now waiting for official approval of the plan from the State office.

NEW BUSINESS

David Dorrance Resignation - Mr. Kramer presented Mr. Dorrance with a Service Award plaque and on behalf of the Board of Health thanked him for the good job he has done with the Health Department and wished him all the luck in his new endeavor. Mr. Dorrance has taken a position with Madison County as the Public Health Director.

Discussion on Action to Replace David

Mr. Kramer stated that he has talked with Olivia Smith-Blackwell regarding the hiring of a new Director. He stated that the Board of Health is to send her a letter by December 12th to inform her of our plans and time frame for replacing Dave. He also stated that Dr. Blackwell suggested that in the interim that the Medical Consultant and the President of the Board of Health be more involved in the workings of the department until a director is hired. There was a discussion regarding the qualifications of the position and it was stated that the Personnel Office will be contacted to advise them to advertise for the position the week of December 7th. The cut off date for applications will be January 15, 1988. Interviews will be held by January 28, 1988 which is the date of the next Board of Health meeting. The applications of these finalists will also be sent to Olivia Smith-Blackwell, MD, Regional Health Director, for her approval. The Board of Health will conduct the interviews.

There was a discussion regarding the appointment of an interim director. A motion was made by Dr. Sofish to appoint Christine Johnson, Director of Patient Services, as Interim Director. Seconded by Doris Halstead. Motion passed unanimously.

A motion was made by Doris Halstead to direct the Personnel Office to obtain a list of qualified candidates from the State and contact the people on that list. Warren Pomeroy seconded. Motion carried. It was also suggested that the Personnel Office obtain salaries from other counties of similar operation for this position to use a guideline in negotiating a salary if needed.

ADJOURNMENT

There being no further business the meeting adjourned at 10:15 p.m.

Respectfully submitted,

Linda Ross Aronson .

MINUTES
BOARD OF HEALTH

June 23, 1988

JUL 19 1988
J. Margeson
NOT
APPROVED

PRESENT: Don Kramer, John Nystrom, DDS, Storer Emmett, MD

ABSENT: Ted Sofish, MD, Dan Tartaglia, MD, Doris Halstead, Warren Pomeroy

ALSO PRESENT: Andrew Lucyszyn, Chris Johnson, William Coch, MD, Linda Aronson

The meeting was called to order by President Kramer at 7:40 p.m.

OLD BUSINESS

Health Educator Position - We have received 16 applications with next Tuesday, June 28th being the cut off date for acceptance of applications. Four candidates have been chosen and these people will be contacted to set up an interview.

Community Health Assessment - Mrs. Johnson and Mr. Lucyszyn met with Dr. David Szczerbacki and Alfred Associates to review the rough cut proposal for the Community Health Services Plan. It was stated that what they have seen so far is very good and it will be reviewed in more detail at a later date.

Legal Matters - Mr. Lucyszyn reported that he met with the County Attorney regarding the hiring of outside legal counsel. Some of the cases that need action were reviewed. It was stated that our department will be billed directly from the County Attorneys office and that this will be worked into next years budget.

Cuba Lake Commission - Ann Griswald and Mr. Lucyszyn attended a meeting on June 12 to outline our support to the Cuba Lake Commission regarding the investigation of improper sewage systems. General discussion followed.

Macler Industries - The status of this topic has not changed since the last Board meeting.

Clinic Evaluations - It was stated that we have received the clinic evaluations from the state. The major deficiency found in the family planning clinic was that there are no sinks in the exam rooms of the Belmont Clinic site. Mr. Lucyszyn will be looking into this matter. The majority of the remaining deficiencies were items that we already have in force and had at the time of the survey. Correcting these is just a matter of informing the State that we are in compliance. The CHA and LT overall had a very good survey. There were a few minor criticisms and these were discussed.

Measles Outbreak in PA - It was reported that Dr. Spink has immunized some of the Amish community against this. There is a report that there are 300 to 400 cases now in Pennsylvania and as far as we know none as yet in New York State.

SIDS Death Update - Mrs. Johnson stated that we have resumed giving the DPT vaccine and our office has been informed that the DPT immunization was not involved in the child's death. The mother is receiving bereavement counseling from our nursing staff. General discussion followed.

Equipment Purchases - A computer update and evaluation has been completed. We are in need of a Splice which will make our computer system IBM compatible. With this we will be able to expand our existing system to include other programs. We will be approaching the Central Services Committee for release of funds for this.

NEW BUSINESS

PHCP - Mr. Lucyszyn reported that Jacqueline McLean-Norton, Coordinator of the Physically Handicapped Children's Program, has submitted her resignation effective in September. In addition to hiring a new coordinator a full-time Account Clerk Typist will be needed. We are planning to promote the person who hold the Typist position which will leave this position to be filled.

"Right-to-Know" Survey - We have completed an evaluation of all potentially hazardous material within the Environmental Health division. General discussion followed.

Alfred Clinic Site Remodeling - The State has given us \$2300 to remodel the Alfred clinic site. We have hired a contractor to do the work and he will be starting the project in July.

Jail/Nursing Visits - Mrs. Johnson reported that in November of 1987 a problem was identified in the Sheriff's Department that meds for the inmates were not being given properly. Because of this a nurse from our department has been setting up the meds on a weekly basis. Sheriff Scholes has been investigating the possibility of the Sheriff's Department hiring a nurse for this purpose. We feel that if we are giving our nursing time for this purpose we should be reimbursed for it. Several options were discussed. It is the recommendation of the Board members present that if the Sheriff's Department hires an LPN to dispense and administer medications that our nursing department would supervise this endeavor. Whomever the Sherrif's Department hires would also have to carry their own malpractice insurance.

Expanded Clinics - It was stated that it is the Health Departments intention to expand 3 clinics. These would include an additional Family Planning clinic in Alfred, additional Well Child clinics in Belmont, Bolivar and Canaseraga, and an additional Adult Assessment clinic in Canaseraga. It was stated that PT nurses would be needed to man these extra clinics since the present staff does not have enough time to cover the clinics and their home care duties as well. It was stated that Mr. Lucyszyn will review the budget for this and approach the Health Services Committee to obtain approval to hire PT nurses to cover the increase in clinics.

AIDS Grant - Mr. Lucyszyn stated that the AIDS grant application will be sent on June 24th. We will initially voucher for \$5,000 to initiate the program. We need approval from the State that we do have an AIDS testing site.

WIC Program - At present the WIC program rents two offices from the Department. With the hiring of the Public Health Educator and the CASA Coordinator we will need this office space for them. The WIC program has been notified of this. When they have found a suitable location, we will then put the 60 day notice into effect.

State Aid - Public Health Services - Mr. Lucyszyn reported that the first quarter State Aid Claim is completed pursuant to the new Article 6 guidelines and ready for State review. With the new guidelines the State Aid Claim is more involved than it has been in the past.

Southern Tier West 205J Project - Mr. Lucyszyn explained that this project is being performed mainly by the Environmental Health Aids, George Vossler and Dean Scholes. They are basically locating all possible pollution sites in the county. There has been a complaint from a landowner regarding this. In the future, prior notification will be made to each landowner explaining why a county representative would like to look at the property and obtain permission.

It has come to our attention that there is someone representing themselves as a County Nurse. The State has also received a complaint regarding a nurse in the county who is trying to establish her own agency without going through State policies and procedures and we feel that these two incidences are connected. Mrs. Johnson stated that on June 17 a county nurse had gone to Andover to see her patient and was told by two carpenters working there, that a woman had already come to see the patient and told them that she was a county nurse. She told the patient that she would return on Friday June 24 around 9:00. Mrs. Johnson stated that she will be at this patient's home at that time to investigate the matter. General discussion followed.

ADJOURNMENT

There being no further business the meeting adjourned at 9:35 p.m.

Respectfully submitted,

Linda Ross Aronson



ALLEGANY COUNTY
DEPARTMENT OF SOCIAL SERVICES

County Office Building • Belmont, New York 14813

Telephone 716 268-7661

JOAN D. HABBERFIELD
Commissioner

SOCIAL SERVICES COMMITTEE

MINUTES

JULY 14, 1988 MEETING *JH*

AUG 8 1988

MEMBERS PRESENT: Mr. Barry, Mr. Watson, Mr. Allen, Mrs. Barnes, Mr. Frair,
Mr. Snider, and Mrs. Habberfield

The meeting was called to order by Chairman Barry at 7:05 p.m.

The Committee gave unanimous approval to May and June Committee minutes after motions to approve by Ceylon Snider, seconds respectively, by Frances Barnes and Lee Frair.

Commissioner Habberfield advised the Committee that Allegany County has been officially selected as a Child Assistance Program (CAP) demonstration district and that the first meeting with State representatives had taken place. It was explained that budgeting administrative and program expenses would likely not be possible prior to presentation of the 1989 budget to the Committee, due to need for implementation plan approval from Albany, but that expenses would be 100% Federal/State costs. The program will be open on a voluntary basis for those AFDC recipients who are working and have Court-ordered support, as an alternative to welfare. Allegany County will not be one which will be establishing control groups, which will make implementation and monitoring easier.

The Child Support Enforcement Building window and air conditioning situation was discussed, and it was indicated that the Department of Public Works had estimates on the window replacement and would be getting an estimate on central air conditioning. Mr. Allen voiced support of the Choate bid on the windows. The Committee discussed the extreme discomfort of staff during this exceptionally hot summer and went on record as unanimously being in favor of urging the Public Works Committee to pursue air conditioning as soon as possible.

The Commissioner advised the Committee that packets included three pieces of proposed State legislation of interest. One allows for presumptive Medicaid eligibility in order to facilitate nursing home placements which is supported, although Allegany County currently has little need for this process. A bill for 75% child protective services reimbursement for program enhancements would to some extent decrease local costs, dependent upon level of services provided. A district compliance bill, allowing the widest of discretion on the part of the State Commissioner in sanctioning localities is the subject of strong opposition by the NYPWA.

Mrs. Habberfield discussed a request from foster parents that the Department assist them in planning a trip to Darien Lake for the children instead of the annual picnic. This would be estimated to increase expected costs from about \$100 for a picnic to \$240 for tickets (with foster parents paying for travel and meals). It was asked whether this expense is reimbursable and the Commissioner advised that it is. The Committee reached consensus that this was an acceptable alternative.

It was requested that Child Support Enforcement accounting staff (one new person in addition to those previously approved) be approved for training in Albany on the automated claiming system. Unanimous approval was given on a motion by Ceylon Snider, second by Max Allen.

In other business, Commissioner Habberfield advised that Xerox was again having a sale on typewriters and that the Services Division secretaries were both in need and that a 1989 budget request had been submitted. The Xerox 6015 is on sale for \$545 (normally in the \$900 range) and \$150 trade-in would be allowed for a cost of \$395 per unit. Sufficient funds are available in the 1988 budget. Max Allen moved to approve the purchase of two typewriters, with seconds by Lee Frair and Ceylon Snider, and the motion passed unanimously.

Monthly bills were reviewed.

There being no other business, the meeting was adjourned by Chairman Barry at approximately 8:30 p.m.

PUBLIC WORKS COMMITTEE MEETING

JULY 18, 1988

J. Margeson

JUL 19 1988

NOT
APPROVED

PRESENT: M. Allen, A. Saylor, R. Hitchcock, D. Kramer, C. Wentworth
L. Watson, J. Margeson, D. Roeske, D. Guiney

GUESTS: B. Dawes, P. LaBarge, H. Beck, M. Glynn, G. Herdman,
B. Weigan - Wellsville Daily Reporter

AGENDA: 1) Approval of previous minutes
2) Bid opening - Bridge #15-9, C.R. 7D
3) Recycling Education Program
4) Contract with Cattaraugus County
5) Client - Lawyer matter
6) Audit

The meeting was called to order at 9:02 a.m. by Chairman Allen.

Motion to approve previous minutes made by Mr. Wentworth; seconded
by Mr. Hitchcock. Carried

Bid opening for Bridge # 15-9, County Road 7D, Town of Cuba:

Laminated Concepts:	\$17,309.00
Decker Associates:	\$14,973.00
Associated Componets:	\$19,056.00

Mr. Roeske requested permission to award the bid to the lowest
bidder after the County Attorney had reviewed the bid proposals.

Motion to award bid to the lowest bidder after bids had been
reviewed by the County Attorney made by Mr. Hitchcock; seconded by
Mr. Saylor. Carried

Pierre LaBarge reviwed the summer outline for the recycling
education program for Allegany County. Slide show presentation were
conducted at Angelica and Cuba during the month of June. Bumper stickers
will be prepared by wednesday to be distributed at the Angelica Fair.

Bethany Dawes presented the July schedule for recycling education.
Slide show presentations will be made at the Town of Wellsville (Village
of Wellsville scheduled for August), Alfred and Friendship. Committee
members requested a copy of the schedule so they could attend.

A pilot paper recycling program will be implemented in the County Office Building in the near future.

A motion to go into Executive Session at 9:59 a.m. made by Mr. Hitchcock; seconded by Mr. Wentworth. Carried

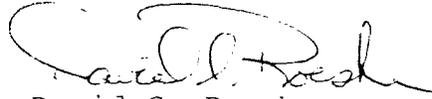
A motion to go out of Executive Session at 12:28 made by Mr. Saylor; seconded by Mr. Wentworth. Carried

Committee requested that the new Building Maintenance Supervisor Dennis Dunham, attend a committee meeting and introduce himself.

A motion to approve the audit made by Mr. Hitchcock; seconded by Mr. Wentworth. Carried

Motion to adjourn at 12:50 made by Mr. Hitchcock; seconded by Mr. Saylor. Carried

Respectfully submitted,



David S. Roeske
Acting Superintendent

DSR:bjh

J. Margison
NOT

APPROVED

MINUTES

BOARD OF HEALTH

July 28, 1988

AUG 16 1988

PRESENT: Don Kramer, Dr. Sofish, Doris Halstead, Warren Pomeroy, Dr. Tartaglia

ALSO ATTENDING: Andrew Lucyszyn, Linda Aronson

ABSENT: Dr. Nystrom, Dr. Emmett, Dr. Coch

CALL TO ORDER - The meeting was called to order by President Kramer at 7:30 p.m.

APPROVAL OF MINUTES OF PREVIOUS MEETING - A motion was made by Doris Halstead and seconded by Dr. Sofish that the minutes of the last Board meeting be approved. Motion carried.

OLD BUSINESS

Staff Changes - We have hired a new PHCP Coordinator, Cindy Fanton, who is presently a Senior Social Welfare Examiner in the Social Services Department.

We have upgraded Georgia Long into an Account Clerk Typist position and will be interviewing to fill the Typist position left vacant by this upgrade.

The Casa Coordinator's office will be located in the Health Department with the administrative aspect coming from the OFA. This will allow her to correlate her duties with the nursing department more effectively.

Donna Walsworth, SPHN resigned her position to take a job with the VNA of Buffalo. Vicky Gaeta, SPHN has taken a medical leave of absence for the next few weeks. Chris Johnson has been covering these two positions along with her regular duties. We plan to hire 2 nurses to share a full time PHN position and extend 1 nurses hours to compensate for these vacancies, with supervisory from Mrs. Johnson. Interviews will be held for the vacant SPHN position tomorrow. Mr. Lucyszyn stated that he will probably ask for 2 nursing positions, 1 for the LT program due to the increase in beds from 50 to 75. The other FT position he plans to fill with 2 PT nurses to cover the increase in clinics and allow the nurses on staff more time for regular home visit duties.

Jerry Babchak will be on an extended leave for a minimum of 8 weeks. There was discussion held regarding hiring someone on a temporary basis to relieve the Sanitary staff of the extra work d/t Jerry's absence. A motion was made by Warren Pomeroy to hire a temporary technician for this purpose. Seconded by Dr. Tartaglia. Motion carried.

Health Educator Evaluation/Presentation - We have had 2 presentations to date. There will be 2 more presentations and we should have an Educator hired by September 1, 1988.

Community Health Assessment/Publications - Mr. Lucyszyn informed the members present that he very recently learned that the State is requiring that the Community Health Assessment be published and the due date was March 1, 1988. He stated that one of the first duties of the Public Health Educator will be to have this published and distributed to the proper establishments (libraries, etc.). This is to be done on a yearly basis.

Legal Matters - It was reported that we now have an outside attorney assigned to us to deal only with Health Department matters. His name is Tom Minor. At this point, we will give any of the outstanding cases an opportunity to correct any violations and come up to compliance and if not they will be referred to Mr. Minor for further legal action.

Clinic Remodeling - Mr. Lucyszyn reported that the Alfred clinic site is half completed and should be done in another 2 weeks. He stated that a water damage problem has been corrected and will probably have to have a sump pump installed to ward against future damage and that because of this the flooring will probably have to be replaced next year.

AIDS Clinic/Grant - It was stated that the only thing we now lack to start this program is a support group. A letter was recently sent to local physicians, clergy, dentists, etc., to ask for their support in this venture. We anticipate 9/1/88 as the start up date for this clinic.

Jail/Nursing Visits - It has been learned that the manner in which the meds were being dispensed originally (by the Corrections Officers) is acceptable to the State Correctional Facility. The information received by the Correctional Facility stating that this was not acceptable was incorrect.

Medically Indigent Grant Approval - It was stated that we have received a grant in the amount of \$2,032.00 and more will be expected for the following year.

WIC - The WIC program has found suitable housing and will be moving in 2-3 weeks.

NEW BUSINESS

Mr. Lucyszyn stated that Dr. Tartaglia's appointment to the Board of Health is up for renewal. A motion was made by Doris Halstead and seconded by Dr. Sofish to re-appoint Dr. Tartaglia for another 6 year term. Motion carried unanimously.

Increase in Medicaid and Medicare rates for Nursing Service - Mr. Lucyszyn informed the board members present that our accountant, John Kropsky, has informed him that we are going to exceed the \$44.00 per visit charge for nursing visits by the beginning of 1989. Our cost will be an approximate \$8.00 increase to \$52.00. It was stated that there is a minimum of 120 days notification required to Medicaid and Medicare to raise the rates. A motion was made by Dr. Tartaglia to increase our nursing visit rate to \$52.00. Doris Halstead seconded. Motion carried.

Environmental Health Fees - Mr. Lucyszyn discussed a recent article in the Penny Saver regarding fees charged by the Health Department for temporary food service permits to vendors participating in the Wellsville Balloon Rally. The amount of this fee is \$25.00 per establishment. This fee has not been charged before since the new fee schedule, mandated by the State, had not been implemented until the first part of 1988. A discussion was held on lowering this fee. A motion was made by Dr. Tartaglia to change the Temporary Food Establishment fee from \$25.00 to \$10.00 for profit or non-profit. The motion carried with one no vote by Warren Pomeroy. Mr. Pomeroy's feeling is to have a blanket fee vs. an individual fee of \$10.00 for an event such as this. There was more discussion and the vote stands.

Genetic Counseling Program - Dr. Lutheran Robertson of Children's Hospital, has contacted our department and would like to include us in his genetic counseling program. He will look into the need for genetic counseling in this area and if a need exists a clinic will be set up through the Health Department.

We have also been offered the opportunity to have a chlamydia testing program from the NYSDOH incorporated in the family planning clinics. Dr. Sally Hip is willing to come here on August 4th to review the program.

Measles - It had been reported that there was a case of Measles in the Alfred area,

an 8 year old female who was staying at the University from Italy. She had been sick for 4 days and then confined to the dorm for 3 days at which time she returned home.

Loan Survey Presentation - Mr. Lucyszyn reported that he recently did a presentation on Loan Surveys to the Realty Board of Allegany/Stueben Counties. This included the inspection of septic systems for sale of properties. This information will be passed along to other realtors in their agencies.

Amish Burial - Mr. Lucyszyn reported that he has had many phone calls from concerned citizens regarding the burial of the Amish dead. He has spoken with the State DOH and Undertakers Association and has learned that unless the town has specific requirements regarding this you can be buried anywhere you wish. All that would be required is the death certificate and burial permit. He stated that he has passed this information along to the concerned townships and suggest that certain requirements be stipulated.

Improving Sinclair Community Relationship - It was reported that Al Vossler is working with an EPA representative in trying to improve community relationships regarding Sinclair Oil. This is the number one hazardous waste site in New York State. There was a general discussion.

Aquifer Purchase Program - Mr. Lucyszyn reported that there is an Aquifer Purchase Program available and that this program is very little known in Western New York. The State, through the environmental conservation will purchase all aquifer areas around water wells for villages with the village maintaining the property. One particular village in the county purchased this land themselves and maybe through this program they can be reimbursed for the purchase of the property through the State.

ACREP - Mr. Lucyszyn reported that the county is participating in a recycling of wastepaper program through Alfred University. Each person has a box in their work area to collect the acceptable waste and this is collected and put into a larger bin which will be collected by an Alfred University representative. It was stated that all waste from this department will be shredded before being collected to ensure confidentiality.

Lyme Disease - It was stated that July 25-29 is Lyme Disease Awareness Week and the Health Department has published an FYI article regarding this disease.

AUDIT OF CLAIMS - Claims in the amount of \$57,106.80 were audited for payment.

There being no further business the meeting adjourned at 9:40 p.m.

Respectfully submitted,

Linda Ross Aronson

J. Margeson

AUG 3 1988

PLANNING AND HISTORICAL

August 3, 1988

NOT

APPROVED

PRESENT: P. Barry, A. Loucks, D. Kramer, J. Raptis, D. Cross,
L. Watson, J. Margeson, C. Braack, J. Dickenson,
Bruce Plano, Clif Erskine (Snowmobile Federation)

On motion of J. Raptis, seconded by D. Kramer and carried, the minutes of 7/6/88 were approved after the date correction.

On motion of D. Kramer, seconded by J. Raptis and carried approved the bills for payment.

Mr. Plano and Mr. Erskine representing the Snowmobile Federation, addressed the committee on recent State Legislation passed which amended a previous bill making it possible to obtain grant/loan monies from the State for trail renovation and building. The County must agree to act as lead agency in order for the Federation to qualify for the funding. The State will up-front 70% of the money immediately and will reimburse the other 30% after the work is completed. The Federation must submit a 3 Year Plan and proposed budget by September 1, 1988. No new trails will be constructed this year, only repairs, grooming and maintenance to existing trails for the first year. The 3 Year Plan can be amended if needed. The rate of reimbursement to the County is approximately 59.5% with the Federation contributing the leftover. There is no cost to the County and no liability. Mr. Loucks will meet with James Sikaras to further discuss this and a State representative will be asked to help with the application. On motion of J. Raptis, seconded by A. Loucks and carried the committee recommends the County act as lead agency in this case after confirmation by the County Attorney.

Also noted was the availability of State Aid for the formation of a Snow Mobile Patrol.

Chairman Cross noted the \$3500. to be reserved for the printing of County brochures out of the Cattaraugus/Allegany Tourist Bureau 1989 allocation, will pay for 30,000 copies of the brochure.

Noted was a Cattaraugus/Allegany Tourist Bureau meeting to be held at 4:30 p.m. tomorrow, August 4th. The hasty notice of these meetings, which makes it impossible for some interested persons to attend was noted and hopefully will be corrected in the future.

Copies of the wording contained on the sign given to the County from DOT regarding the History of Oil in the County were passed out. Much discussion was held as to the placement of the sign. On motion of J. Raptis, seconded by A. Loucks and carried the committee agreed the best location for the sign would be somewhere on the County complex property. This will be decided after partial renovations have been completed at the Museum. Also felt it appropriate for Craig Braack to display this sign at the Oil Producers Annual Picnic.

Discussion was held on the County Historian's temporary residence while renovations are going on at the museum. Craig noted he has some articles to be donated to the County auction and will need an official request for the use of a highway truck to transport these articles.

The need for a contract between Alfred Tech and the County was discussed. Mr. Kramer will act as liaison between this committee and Public Works committee.

Mrs. Cross noted a correction should be made to the Public Works Committee minutes of July 5th. Nothing will be stored in the loft of the museum while renovations are being made. A gravel basement will not be the finished product.

A date was set for an Open House to celebrate the 50th anniversary of the Courthouse. September 26, 1988 at 5:00 p.m. More information will be made available soon.

John Margeson presented the proposed 1989 budget for the Youth Bureau. On motion of J. Raptis, seconded by A. Loucks and carried committee moved to recommend this budget as presented.

Also presented was the Planning Budget for 1989. Motion by J. Raptis, seconded by D. Kramer and carried to recommend this budget as presented. Voting No - A. Loucks.

A meeting will be set up for Rita Wissinger to discuss next year's Government Intern Program will be set up. Frances Barnes will also be invited.

John Margeson noted a letter has been received from Suffolk County requesting a letter of support from Allegany County to support an amendment to allow County's (if they choose) to go into the business of housing. On motion of J. Raptis, seconded by D. Kramer and carried, requested John Margeson to write such letter.

Meeting adjourned.

AUG 12 1988

J. Morgan

NOT

APPROVED

CENTRAL SERVICES COMMITTEE

August 10, 1988

Present: Gallman, Hitchcock, Shine, Snider, Watson.

The minutes of the July 13, 1988 meeting of the committee were approved on a motion by Snider, seconded by Hitchcock and carried.

The bills were reviewed and the audit approved for payment on a motion by Snider, seconded by Shine and carried.

The committee discussed with Andrew Lucyszyn the letter from Frank Duserick, our computer consultant, concerning the upgrading of the Health Department's Burroughs computer to be IBM compatible, in order to use existing software available from the State of New York for billing/reimbursement programs. Mr. Duserick recommends that the software package from N.Y.S. should be thoroughly investigated and that it might be advantageous to purchase a stand-alone IBM or IBM-compatible computer, rather than upgrading the present Burroughs computer. Mr. Lucyszyn noted that it was not critical to proceed immediately, and that he would prefer to go more cautiously. He was scheduled to meet with a representative of the State Health Dept. to obtain more specific information on the software. He will then communicate with Mr. Duserick.

Jim Mulholland, County Treasurer and Clair Wentworth, Budget Officer, met with the committee and reported that Unisys will be doing a computer needs survey of the Department of Public Works. Mr. Mulholland and Mr. Wentworth cautioned the committee to keep in mind the total computer picture, which is to ultimately tie-in all the personal computers in county departments, with the Burroughs mainframe in the Treasurer's office. Once the Department of Public Works is computerized, it may eventually be necessary to hire a full-time computer expert to oversee the entire county system.

The committee reviewed with the Clerk of the Board the following central services budget estimates for 1989:

1. UPS budget - total of \$1,200 estimated. Increase of \$200 over 1988 budget. Revenues estimated at \$1,005 with net service cost of \$195. Approved as submitted on a motion by Snider, seconded by Hitchcock and carried.

2. Typewriter Maintenance - total of \$9,024. Increase of \$4,044 over 1988 due to the inclusion of 30 electronic typewriters under specific maintenance agreements with IBM and Xerox, plus contingency for new purchases, which should be covered by maintenance. Revenues estimated at \$4,490 with net service cost of \$4,534. Approved as submitted on a motion by Snider, seconded by Shine and carried.

3. Telephone - total of \$106,600. Increase of \$4,600 over 1988, but reflects a contingency for additional telephones, line cards, etc. based on current expenditures. Revenues estimated at \$63,960 with net service cost of \$42,640. Approved as submitted on a motion

by Hitchcock, seconded by Shine and carried.

4. Printing - total of \$17,500, increase of \$500 over 1988, mainly due to fluctuating paper prices. Revenues estimated at \$10,500 with net service cost of \$7,000. Approved as submitted on a motion by Hitchcock, seconded by Snider and carried.

A demonstration was given to the committee of a fax machine. The model was a Murata 2000 at a cost of \$895. It was decided that the Clerk should survey all departments to see how often this machine might be used if installed.

Also discussed was the possibility of utilizing the off-set printing press. The Clerk was directed to survey all departments to obtain information as to the volume and frequency it would be used.

Mrs. Canfield also reported that it appears some departments are using the next day air service offered by UPS more frequently. As this was not included in our central budget, the account is rapidly depleting. Next day service is available through the U.S. Postal Service and the committee directed the Clerk to send a memo to all departments requesting the Postal Service next day service be used instead of UPS.

Meeting adjourned.

AUG 12 1988

PERSONNEL COMMITTEE
August 12, 1988

NOT APPROVED
J. Margeson

PRESENT: Frances Barnes, Patrick Barry, Alton Sylor, Lee Frair, James Gallman, Leonard Watson and Jack Rosell

Minutes of the July 27, 1988 committee meeting were approved by a motion from Lee Frair, seconded by Alton Sylor. Motion carried.

REPREPARE
RESOL.

Jack reported that the fiscal impact of increasing longevity for the Department Heads and Non-Unit employees to compare with the AFSCME Union's schedule would be \$3,500 for 1989 and \$5,150 for 1990. After discussion a motion was made by Patrick Barry, seconded by Alton Sylor to have the appropriate resolution prepared to increase longevity by \$50 per step for 1989 and 1990 for the Department Heads and Non-Unit employees. Motion carried.

REPREPARE
RESOL.

Discussion was held regarding a probationary period for Department Heads. Motion was made by Patrick Barry and seconded by James Gallman for a local law to be established enacting a one year probationary period for certain Department Heads as defined by the County Attorney. Motion carried.

Jack reported to the committee that he will be presenting salary comparison figures for Deputy I & II to the Public Works committee on Monday for upgrading proposal.

The committee reviewed the Personnel Department budget. Motion was made by James Gallman, seconded by Lee Frair to approve accounts .2 and .4 of the budget. Motion carried.

The Veteran's budget was reviewed and accounts .2 and .4 were approved by a motion from Alton Sylor, seconded by Patrick Barry and carried.

Linda Canfield presented the Coroner's budget. A motion was made by James Gallman, seconded by Lee Frair and carried to approve the budget.

James Sikaras and Dan Guiney presented the County Attorney's budget. A motion was made by James Gallman, seconded by Lee Frair to approve .2 and .4 accounts. Motion carried.

Motion was made by Patrick Barry, seconded by Alton Sylor to approve a second notary in the County Attorney's office. Motion carried.

Joseph Presutti presented the budget for the County Clerk's Office. A motion was made by James Gallman, seconded by Alton Sylor to approve .2 and .4 accounts. Motion carried.

Motion was made by James Gallman, seconded by Leonard Watson to go into Executive Session. Motion carried.

A motion was made by Alton Sylor, seconded by Lee Frair and carried, that the following recommendations be submitted to the Budget Officer relative to salaries for 1989:

County Clerk: salary to remain the same as last year, i.e. \$34,000 plus \$1,250 longevity, making a total of \$35,250.

Personnel Officer: salary as requested by Department Head, i.e. \$33,225 plus \$500 longevity, making a total of \$33,775.

County Attorney: salary of \$63,500 plus \$1,250 longevity, making a total of \$64,750.

Veteran's Service Officer: this position is in the Non-Unit salary plan, approved as requested at the appropriate grade and step.

Meeting adjourned.

J. Merguson
SEP 15 1988

MINUTES

BOARD OF HEALTH

August 25, 1988

NOT
APPROVED

PRESENT: Don Kramer, Doris Halstead, Dr. Nystrom, Warren Pomeroy, Dr. Emmett

ABSENT: Dr. Tartaglia, Dr. Sofish

ALSO PRESENT: Chris Johnson, DPS, Andrew Lucyszyn, PHD, Dr. Coch, Linda Aronson

CALL TO ORDER - The meeting was called to order at 9:15 p.m.

APPROVAL OF MINUTES - The minutes of the July meeting were approved upon motion by Dr. Nystrom and second by Warren Pomeroy.

Mr. Kramer announced that Dr. Storer Emmett will be resigning his post on the Board of Health and will be serving as a missionary in Africa. On behalf of the Board of Health we would like to thank Dr. Emmett for his years of service and wish him well in this venture.

OLD BUSINESS

Staff Changes - We have hired a new Supervising Public Health Nurse, Monica Bassano. She began working in this capacity on August 18.

We have also hired a Public Health Educator. He is Stephan Howe and he will begin on September 6, 1988.

Advertisements have been placed in the newspaper for a Public Health Technician and we hope to have he/she on board by September 1st.

Working Hours - Mr. Lucyszyn reported that the working hours in the health department will be 8:30 to 5:00. Most of the staff will be working 8:30 - 4:00 with 1/2 hour lunch. Two to three staff members will be working 9:00-5:00 with an hour lunch so that the office will always be staffed.

Chlamydia Testing Program - Mr. Lucyszyn reported that we are presently performing Chlamydia testing in the family planning program.

Lyme Disease Update - It was reported that Dr. Tartaglia informed the Health Department that he has a patient with Lyme Disease. This patient contracted the disease in another county. Dr. Hariprasad has also reported a case. There was a general discussion.

Clinic Remodeling - Mr. Lucyszyn stated that the remodeling of the Alfred clinic site is completed. The University will be installing a sump pump to control the water seepage problem.

Mr. Lucyszyn also reported that it may cost approximately \$12,000 to place sinks in the exam rooms in the clinic area of the Health Department. There was a general discussion with no action taken.

Board Appointment and Compensation - Dr. Tartaglia has been appointed to another term to the Board of Health by recommendation of the Health Services Committee. This

recommendation will come before the full board at their next meeting.

Mr. Lucyszyn stated that pursuant to Public Law the Board of Health can be reimbursed \$10.00 per calendar day and meeting attendance over and above mileage reimbursement. The members feel that this is not necessary and that mileage and dinner meetings are sufficient remuneration.

Cuba Lake - Mr. Lucyszyn reported that Eco Science has performed their initial monitoring of sewage disposal systems at the lake and have come up with approximately 100 systems that they feel need investigation. Water samples will be taken of the 40 worst violators. This information will be given to the Health Department for us to follow up on.

Rushford Lake - The Rushford Lake commission has requested a mandatory loan survey program for the selling of real estate on the lake. They feel that this request will probably not be granted through the Board of Legislators. The Health Department will try to handle these complaints on an individual basis rather than have a local law passed. General discussion followed.

Legal Matters - It was reported that all outstanding legal cases have been given 30 days extension to reach compliance. If they do not do this within 30 days the case will be turned over to Tom Minor, our legal counsel, for follow up.

NEW BUSINESS

"Participation in Government" School Program - Mr. Lucyszyn has been contacted by a senior in the Friendship School System to take part in the "Participation of Government." This particular student will use this opportunity to observe and interview Health Department employees. This will take place in September or October.

Medical Assistance Audit Report - We have received our 1986 audit. There were 2-3 minor discrepancies found. General discussion followed.

Investigation of Remains - Recently construction work was being performed in the Village of Wellsville, Norstar Bank parking lot at which time remains (bones) were uncovered which were thought to be human. The construction stopped until an investigation could be performed. The remains were animal bones and construction was resumed.

1989 Budget - Mr. Lucyszyn reported that the 1989 budget has been submitted. There is an increase of approximately \$330,000.00 over last years figures. The increases were discussed and it was stated that these were items that we have no control over. General discussion followed.

Article 6 Evaluation - It was reported that at this time we are being evaluated by the State Health Department concerning all portions of the Article 6. These evaluations will continue through September, at which time a report will be due, to Dr. Olivia Smith/Blackwell, of the findings. It was stated that these evaluations will probably take place every 6 months.

Mr. Lucyszyn stated that he would like to hire another Engineer. The water testing program has increased with more State mandates involved. This program is occupying most of the present Engineer's time and Mr. Lucyszyn feels that an additional Engineer is required. No action taken.

SIDS - It was reported that the Center for Disease Control has requested all documentation regarding the apparent SIDS death as discussed in prior meetings.

It was reported that there has been another incident of someone representing themselves as Allegany County Health Department employees. The imposters entered an apartment complex in Cuba, stating that they were from the Department of Health, and took water samples. We have no idea who this was. Mr. Lucyszyn stated that he will check into what legal action can be taken if this should happen again.

Mr. Lucyszyn stated that he had notification that Houghton has a radio station and that they are asking for Public service announcements. We will utilize this station for this purpose through our Public Health Educator.

In another matter, Mr. Lucyszyn discussed the use of the proper type of pipe to be used in sewage disposal systems. Contractors are required to use standard materials. Over the past year the PVC pipe has risen tremendously in cost. During inspections, it was learned that another type of pipe was being used that is sub-standard for use in sewage disposal systems. This pipe becomes very brittle and cracks easily. There was a general discussion regarding what contractor should look for on this sub-standard pipe (ASTM Performance Standard) which would indicate to them that proper testing has not been done on this brand of pipe. General discussion followed.

AUDIT OF CLAIMS

Claims in the amount of \$ 52,230.10 were audited for payment.

ADJOURNMENT

There being no further business the meeting adjourned at 11:50 p.m.

Respectfully submitted,

Linda Ross Aronson

Margeson
OCT 21 1988
NOT
APPROVED

MINUTES

BOARD OF HEALTH

September 22, 1988

PRESENT: Don Kramer, Dr. Emmett, Dr. Nystrom, Warren Pomeroy

ALSO ATTENDING: Dr. Coch, Andrew Lucyszyn

ABSENT: Doris Halstead, Dr. Tartaglia, Dr. Sofish

CALL TO ORDER - The meeting was called to order by President Kramer at 9:00 p.m.

APPROVAL OF MINUTES OF THE PREVIOUS MEETING - A motion was made by Dr. Nystrom and seconded by Dr. Emmett to approve the minutes of the last meeting. Motion carried.

OLD BUSINESS

Board Appointment - Dr. Tartaglia has been reappointed to the Board of Health by the Board of Legislators.

It was reported that Dr. Cudahy has accepted the position on the Board of Health. His appointment has been recommended by the Health Services Committee to the full legislature.

At previous meetings discussion has been held regarding Board of Health compensation and expenses. The County attorney has provided further explanation. Members of the Board of Health of a county shall receive a per diem compensation which shall be fixed by the Board of Legislators. The board members feel that no compensation is necessary and knowing that their service benefits the health of the county residents is compensation enough.

Staff Changes - We have hired a temporary Technician. Her name is Gretchen Gary and is replacing Gerry Babchak while he is on leave of absence.

Del Case, Medical Records Computer Operator has resigned her position to take a position with the VNA of Buffalo. We are presently receiving applications for this position.

Pat Scott, RN will be on medical leave for 6-8 weeks. We will extend Brenda Roberts temporary appointments to cover this unexpected development.

Laurie Hennessy is expected to be on maternity leave in the very near future. We will extend the part time Long Term-PHN to full time to provide traditional program coverage.

Mr. Lucyszyn reported that Al Vossler and himself attended a 3 day training session "Legal Aspects of Enforcement" presented by the Food and Drug Administration. They obtained a good deal of information for the environmental staff and our assigned attorney.

We have scheduled our first informal hearing since Mr. Minor has been assigned to our department as legal counsel. This involves a sewage discharge on the Hugar property.

Lyme Disease Update - Dr. Coch has diagnosed another case of Lyme Disease. We thought we had the suspect tick but it was inadvertently shredded and is not available. This was to be sent to Dr. Berlin, the state Entomologist.

Alfred Clinic Site - The Alfred Clinic Site remodeling was completed. However,

there was a major water leak in the apartment above the clinic. The ceiling and wall were damaged and additional repair will be necessary.

NEW BUSINESS

Physically Handicapped Children's Program - Cyndi Fanton, Coordinator, has developed a new sliding fee schedule based upon her knowledge of the Medicaid formula. A motion was made by Dr. Nystrom and seconded by Dr. Emmett to accept this revised fee schedule. Mr. Lucyszyn has reported that Cyndi has done an excellent job of organizing that division.

Home Improvement Contracts - Regulations

Mr. Lucyszyn stated that there are now new regulations regarding written contracts for the homeowner for home improvement work. In the past contractors may or may not have provided written contracts to the homeowner. Now if the work will cost \$500.00 or more they must provide a written contract for the homeowner. There was a general discussion.

Family Planning Budget - We have received a total maximum reimbursement of \$20,419. The proposed budget for 1988 State Aid was estimated at \$26,575. We estimated \$2,000 from Medicaid revenue rather than \$1,000, and adjustments were made to the budget.

There is a need to increase the family planning clinics due to the amount of patients being scheduled in the existing clinics. It was decided to open a second clinic in Wellsville to help alleviate the overbooking problem.

We have initiated rabies clinics in 5 areas of the county. This year clinics are being held in Belmont, Wellsville, Rushford, Bolivar, and Almond.

Village of Almond - Jim Sturniolo and Mr. Lucyszyn met with the Board of Trustees of Almond to discuss the discharge of sewage effluent into their storm sewer system. The Health Department files will be searched and previous and new permits will be sent to the Board. The Town Board will amend their ordinance which previously denied access to allow residents to use the system if no other options are available.

AIDS Taskforce - Mr. Lucyszyn reported that he has been asked to serve, by the HSAWNY, on the Western New York AIDS Task Force. Specifically he has agreed to sit on the Prevention and Education Sub-Committee.

Blood Lead Testing Program will start with our October Well Child Clinic and Immunization Clinic, to determine if elevated blood lead is a problem within the county. This service will be extended to day care operations and pre-schools through the County. Roche Labs in New Jersey will be providing all equipment and will run the testing

There was a discussion held regarding the Hepatitis A case as reported by Dr. Dwyer. Most of the investigation had been completed by Dr. Dwyer prior to reporting it to the Health Department.

AUDIT OF CLAIMS - Claims in the amount of \$47,988.90 were audited for payment.

There being no further business, the meeting adjourned at 10:15 p.m.

Respectfully submitted,

Andrew Lucyszyn
Public Health Director

MINUTES

BOARD OF HEALTH

December 15, 1988

JAN 20 1989

Margison
NOT

APPROVED

PRESENT: Don Kramer, Dr. Sofish, Doris Halstead, Warren Pomeroy, Dr. Tartaglia,
Dr. Cudahy, Dr. Nystrom,

ALSO PRESENT: Andrew Lucyszyn, Dr. William Coch, Al Vossler, Public Health Engineer

CALL TO ORDER

The meeting was called to order at 8:15 pm.

APPROVAL OF MINUTES

A motion was made by Doris Halstead and seconded by John Nystrom, DDS to approve the minutes of the last Board of Health meeting. Motion carried.

OLD BUSINESS

Staff Changes - Greg Elliott has resigned his Public Health Technician position. Gretchen Gary will be promoted to this position with her test being scheduled for mid-January.

The Educator exam was scheduled on December 17. AFSCME is challenging the non-unit status of this position. Should they be successful, it could mean a substantial loss in salary to that title. It then would become difficult to attract a qualified educator. Discussion followed.

Legal Action and Enforcement

Four Lakes Mobile Home Park and Campground - An up to date inspection was completed on 12/12/88, which included an electrical inspection done on 12/7/88. The campground reportedly closed and is now operating as a pheasant hunting area. The mobile home park could be permitted with variances to correct deficient items. Mr. Middaugh is requesting a meeting with the Board of Health to discuss payment of existing fines and the proposed changes in his operation. It was felt that a review of the Four Lakes file would be beneficial prior to any discussion with the owner or discussion by the Board of Health.

NEW BUSINESS

Charges for toenail service - The charge for toenail service is presently \$15.00 and after discussion with Chris Johnson, DPS, we recommend an increase of \$5.00 to \$20.00. This reflects our increased costs. Dr. Tartaglia made a motion to this effect and Doris Halstead seconded. Motion carried.

Lead Testing Grant - We have received notification of the award totalling \$4971.00. This grant will be used to test for elevated blood lead on children seen at well child and WIC clinics and expansion into day care operations.

Day Farm Landfill Site - The Public Health Engineer, Al Vossler, discussed the recent Day Farm Landfill evaluation. A number of locations have leachate running from breakouts. Samples that were collected revealed no excess of principle organic compounds.

Mr. Lucyszyn reported on his topic presented to the Costa Rican Representatives. His choice of topic was "The Conservation of Drinking Water as a Natural Resource".

Legal Action and Enforcement - We have had another formal hearing on 11/30/88 involving the illegal installation of a sewage disposal system without a permit by Mr. James Fanton. Recommendation from the hearing officer will most likely be available soon.

The report of finding and recommendation from the Hearing Officer have been received regarding the discharge of sewage from the Hugar property. The hearing officers' recommendations will be mailed to each board member for their discussion and determination at next months meeting.

A possible air contamination problem was reported at the primary school in Wellsville. Information will be gathered and a determination made as to the extent of the health effects on children and staff.

Also, a complaint was received and investigated regarding the use of a student "detention" box at the Whitesville School. A letter of our investigation was forwarded to the Board of Education for whatever action they feel is necessary.

ADJOURNMENT

There being no further business the meeting adjourned at 9:45 pm.

Respectfully submitted,

Andrew Lucyszyn
Public Health Director