

ALLEGANY COUNTY
BOARD OF HEALTH
JANUARY 22, 1998

Present: Ronald Truax, President; Warren Pomeroy, Vice-President; Dr. Richard Cudahy; Dr. Calvin Schierer; Dr. David Graham; Dr. John Nystrom
Staff: Johannes Peeters, Public Health Director; Rose Burdick, Secretary to PHD
Absent: Dr. David Schwert; Dr. William Coch, Medical Advisor

<u>TOPIC</u>	<u>DISCUSSION</u>	<u>CONCLUSION</u>
Call to Order	The meeting was called to order at 7:10 p.m. in Room 220 of the County Office Building.	
Approval of Minutes	Dr. Cudahy made a motion to approve the minutes of the December 4, 1997 meeting and Warren Pomeroy second the motion.	Motion carried.
Director of Patient Services Position	Hans announced to the Board that Vicky Gaeta has accepted the Director of Patient Services position on a provisional basis. There are still two vacancies for SPHNs that need to be filled.	Information
ASSIST Program	Hans passed out information to the Board regarding the ASSIST Program (smoking cessation legislation). Hans has spoken with James Sikaras, County Attorney, regarding a smoke-free building. His advice was to deal with each complaint as it comes. The Board would like to have Human Services pass a resolution so the County Attorney can review the possibility of developing a local law (if that is legal). Niagara County is looking into making a local law. Erie County has made public buildings and restaurants smoke free. Chautauqua County made a local law (addendum to the Sanitary Code). Next week is Tobacco Awareness Week (January 25-31, 1998)	Information
1996 Communicable Disease Data	Hans handed out the 1996 Data for New York State and New York City relative to communicable disease. Some of the numbers for Allegany County in the report are different than the Annual Report. The State Health Department has an electronic format for reporting communicable diseases. Lab and doctor reports come to us. By the end of the year, all laboratories will have to report any reportable diseases to the State Health Department in Albany electronically. Albany will report back to us and the hard copy will go to the doctor.	Information
Tick and Lyme Disease	There was a discussion on tick and lyme disease.	Hans will do some research on ticks and lyme disease in Allegany

TOPIC	DISCUSSION	CONCLUSION
Community Health Report Card	Communities will be developing a community health report card. Monroe County has divided the report card into five sections, including Maternal Child Health, Adolescent, Adult, Older Adults and Environmental Health. Monroe County looked at what the community perceived as problems and compared with statistical data to come up with a report card. From there Monroe County came up with priorities where public health dollars need to be spent.	County and report back to the Board. Information
Community Health Assessment	The Allegany County community health assessment has to be done by June 30, 1998. The Health Department has the capabilities in-house to do the assessment. The HD may use an individual to scan the documents, possibly Job Trak. The Senior Citizens may stuff envelopes. All these details need to be worked out. This survey will show us how we compare with Steuben and Yates Counties.	Details to be worked out.
Public Health Dollars and Maternal Child Health Block Grants	The Health Department has approximately \$400,000 of grant money to spend on Lead, Immunization, I-CHAP and EI. Because the grants are specific on how the money is to be spent, we have trouble spending all the money. The Health Department will attempt to set up programs in the community and then report to the State. Monroe County has consolidated all grants. They do one voucher, one workplan. The budget is split up by personnel, non-personnel services and fringe benefits. Pam Reynolds will be doing program evaluation. She will look at the financial piece. The State wants measurable outcomes every other year (Report Card). This report card will be used as a planning and evaluation tool for improving the health status of the community. It can measure our progress in addressing the priority goals. The Executive staff and the Community Health Team feel it is a large task. We are the first <u>rural</u> county to do this and five people from Albany and three people from the Buffalo office have offered to work with us (oral commitment). Once the information has been compiled from the community assessment, they will help with the report card and help consolidate grants.	
Farnsworth Cookie Factory	Dr. Cudahy brought up concerns regarding the Farnsworth Cookie Factory. Dr. Cudahy wanted to know if PCB's had been checked during the onsite visit by Hans. Hans stated that there was no spillage of fluids in the building. One overhead air handler had been shut down but corrected quickly.	Motion carried.

TOPIC

DISCUSSION

CONCLUSION

Alfred's Sewage Treatment Plant

Alfred's Sewage Treatment Plant. The Board had originally had two requests. At the April, 1997 meeting, the Board requested to have five water samples taken of the Canacadea Creek past the Waste Water Treatment Plant to determine coliform bacterial concentration and at the December, 1997 meeting, the Board favored disinfection. It is the responsibility of the Health Department to prevent the spread of communicable disease. Dr. Cudahy made a motion as follows: Since the Alfred Waste Water Treatment plant receives domestic waste from residents in the Village of Alfred, which may contain waterborne pathogens, the Board of Health feels that the stream should be tested for fecal coliform during the time period specified by the DEC for the Waste Water Treatment Plant to chlorinate, which would be from May 1 through September. Dr. Nystrom second the motion.

Motion carried.

Newspaper Article

Dr. Nystrom brought a newspaper article to the Board meeting from the Buffalo Evening News, dated January 19, 1998, regarding "Board of Health imposes fines for violations", in Cattaraugus County.

See attached.

Chickenpox Vaccine

Hans passed out to the Board information about the chickenpox vaccine. The Health Department has a supply of the vaccine and would like to use at our in-house clinics. The Health Department would do public relations if alright with the Board. The HD could send vaccine to local physicians. The Community Health Team could contact all doctors to see if they are interested. Would like to make this a part of routine immunization for kids. Dr. Graham made a motion to send the vaccine to the local doctors and to use at the in-house clinics. Dr. Cudahy second the motion.

Motion carried

TOPICDISCUSSIONCONCLUSION

Audits for December and
January

The audit was not available at the December meeting. The audit was given to the Board members for their signature and approval. Claims totaling \$218,606.13 were approved as follows: Audit was approved.

<u>ACCOUNT</u>	<u>AMOUNT</u>
A4010	8,624.37
A4011	46,502.55
A4035	4,275.11
A4037	189.02
A4040	43,276.57
A4046	3,459.72
A4052	464.00
A4056	92,833.50
A4060	17,627.00
A4071	1,164.29
Total	\$218,416.13

Prepaid A4010.409	\$1,116.00
Refunds A1606.03	\$190.00

The audit below was given to the Board at the January 22, 1998 meeting for signature and approval as follows:

<u>ACCOUNTS</u>	<u>AMOUNT</u>
A4010	3,865.89
A4011	21,196.70
A4035	940.00
A4040	13,981.98
A4060	844.00
Total	\$40,828.57

A/P 97 A600	\$135,400.43
Refunds A1606.03	600.00

Dr. Nystrom made a motion to approve the January audit and Warren Pomeroy second the motion. Motion Carried.

TOPIC

DISCUSSION

CONCLUSION

Meeting Adjournment

Dr. Cudahy made a motion to adjourn the meeting and Dr. Schierer second the motion.

Motion carried.

**THE NEXT BOARD OF HEALTH MEETING WILL BE HELD ON THURSDAY,
FEBRUARY 26, 1998, AT 7:00 P.M., IN ROOM 220, OF THE COUNTY OFFICE BUILDING.**

Please note the enclosed proposed budget for the 1998-99 public health campaigns.

ALLEGANY COUNTY
BOARD OF HEALTH
FEBRUARY 26, 1998

NOT APPROVED

Present: Ronald Truax, President; Dr. Calvin Schierer; Dr. John Nystrom; David Schwert, PHD; Dr. William Coch, Medical Advisor

Staff: Johannes Peeters, PHD; Rose Burdick, Secretary to PHD

Absent: Warren Pomeroy, Vice- President; Dr. Richard Cudahy; Dr. David Graham

<u>TOPIC</u>	<u>DISCUSSION</u>	<u>CONCLUSION</u>
Call to Order	The meeting was called to order at 7:10 p.m. in Room 220 of the County Office Building.	
Approval of Minutes	Dr. Nystrom made a motion to approve the minutes of the January 22, 1998 meeting and Dr. Schierer second the motion.	Motion carried.
Old Business: Lyme Disease	Hans received information from Robert Means, NYSDOH, regarding statistics for Lyme disease for Allegany County. In 1997, there were 2,500 deer ticks reported in NYS; one was from AC. Over the past ten years, there have been only 10 deer ticks reported in AC.	Information
Chicken Pox Vaccine	Hans reviewed the news release for the Chickenpox vaccine that will be offered at the March 11 th Belmont Immunization Clinic, cost to the HD is \$16/person. If needed, the HD will set up another clinic.	Hans will get CDC recommendations for chickenpox vaccine.
New Business: 1997 HD Annual Report	The 1997 HD Annual Report was presented to the Board. In the Nursing Division of the report, Hans noted that the Communicable Diseases reported by the HD are different than the number the State has. The State is intending to have lab reports go directly to Albany, then back to us at the same time for communicable diseases by the end of 1998.	Information
Partner Notification	Partner Notification - if a person is HIV positive, the physician suggests that the sexual partners be notified.	
PICC Line	Hans is looking into having additional Health Department nurses be certified in PICC lines and the Health Department will develop a policy and procedure for this. Dr. Coch mentioned that an x-ray is required after PICC insertion at home and he also mentioned that there is a need for administering IV fluids to patients at home. County already does IVs for patients at home.-	Hans will do more research on PICC lines, including the requirements involved in having a PICC line inserted. Hans will check with Vicky Gaeta and Karen

TOPIC

DISCUSSION

CONCLUSION

Williams re: PICC lines and the possibility of administering IV fluids at patients' home.

SAY

Steuben, Allegany and Yates Counties want to have universal policies and procedures for the three-county area. SAY needs to have an advisory committee look at all three counties' policies and procedures.

DSS RFP

The Office of Children and Family Services is offering county governments an opportunity to participate in a demonstration project to establish an integrated planning process to improve outcomes for all children, youth and families in their communities. This initiative will eliminate duplicative planning processes and fragmented services. Several agencies in Allegany County are interested in this proposal "Integrated County Planning Initiative for Children, Youth and Families". Contingent upon annual appropriations and approvals, there will be funding up to \$75,000 planning funds per year per county (up to ten counties) for the next five years. Application must be in by February 27, 1998.

SHD from the Western Regional Office will be coming to AC after March 17th to begin development of the consolidated workplan, budget and performance reporting documents.

Maternal and Child Health Services

Hans received a letter from Marie Miller, M.D., Article VI Program Manager, NYSDOH, accepting our proposal to develop a consolidated Maternal and Child Health services demonstration project in Allegany County.

The Board discussed the dental problem in Allegany County and whether Public Health dollars could be used to do dental screening (children under the age of 19).

Medical Supplies

Medical Supplies - Vicky Gaeta would like to computerize all medical supplies inventory, input expiration dates of vaccines. Also, need to double lock medical supplies cabinets.

Confidentiality

To abide with Sanitary Code:
NYSCRR Subpart 50-4 - Intra-Agency Access to and Disclosure of Personal Health-Related Information.
50-4.7 - Employee Training - Department employees are to be trained with respect to responsibilities and authorization to access personal health-related, information.
50-4.8 - Employee Attestation - Each employee, upon receiving training, in conformance with section 50-4.7 of this Subpart, shall sign a confidentiality statement.

All Health Department employees will have confidentiality training and will sign a confidentiality statement.

New York State Registry - Not everyone can have access to registry. We are starting to get signed releases. If parent does not want child on the registry, the record stays with the physicians' office or Department of Health.

TOPIC

DISCUSSION

CONCLUSION

Department of Health - DOH has access to all immunizations but can't always share with others.

Co-Training

Hans will be co-training staff in the Health Department so the staff will be familiar with different positions. They will be able to fill in when someone is out for a period of time.

Norilyn Patrick, FNP, and Estelle Clark, RN, are willing to work in the jail when Judy is off. There was a discussion regarding the jail nurse and what her responsibilities are.

Cross Training Requirements

Sanitary Code

Sanitary Code - Hans talked to the County Attorneys, Tom Miner and Dan Guiney and they have given the sanitary code their approval with recommendations. The section on Nuisances, if a public health hazard problem arises, it gives Board of Health the right to separate the violator from the violation.

NYS Public Health Association, Genesee Region - Spring Breakfast Meeting

Hans passed out brochures and discussed the New York State Public Health Association, Genesee Region, Spring Breakfast Meeting, on Wednesday, April 8, 1998, from 8:00 a.m. to 10:00 a.m., at the Belhurst Castle, Geneva, NY. The focus will primarily be on problems related to alcohol, tobacco and other drug use. Up to four Board members can attend.

Let Hans know if you are planning to attend.

History of Public Health

The Genesee Region Public Health Association, Health Museum Ad Hoc Committee, is in the process of obtaining information concerning the history of Public Health in the Genesee Region to be used to create a traveling display. Hans asked the Board members if they had anything historical (news articles, artifacts, etc.) they would like to share with the Genesee Region PHA.

Audit

The audit below was given to the Board for signature and approval as follows:

<u>ACCOUNTS</u>	<u>AMOUNT</u>
A600	\$32,726.93
A4010	6081.03
A4011	140,968.56
A4035	6,912.94
A4037	47.50
A4040	50,487.59
A4046	4,348.74
A4056	976.00
A4060	17,027.50
A4071	126.35
A4082	1,470.00
A4083	5,000.00
Total	\$266,173.14

A4011.409 - Prepaid \$817.00

TOPIC

DISCUSSION

CONCLUSION

Dr. Schierer made a motion to approve the February audit and David Schwert second the motion.

Motion carried.

Meeting Adjournment

Dr. Schierer made a motion to adjourn the meeting and David Schwert second the motion.

Motion carried.

THE NEXT BOARD OF HEALTH MEETING WILL BE HELD ON THURSDAY, MARCH 26, 1998,
AT 7:00 P.M., IN THE JURY ROOM OF THE COUNTY OFFICE BUILDING.

Motion carried.

ALLEGANY COUNTY
 BOARD OF HEALTH
 MARCH 26, 1998

NOT APPROVED

Present: Ronald Truax, President; Dr. Calvin Schierer; Dr. Richard Cudahy; David Schwert, PHD; Dr. William Coch, Medical Advisor
Staff: Johannes A. Peeters, PHD; Rose Burdick, Secretary to PHD
Absent: Warren Pomeroy, Vice-President; Dr. David Graham; Dr. John Nystrom

<u>TOPIC</u>	<u>DISCUSSION</u>	<u>CONCLUSION</u>
Call to Order	The meeting was called to order at 7:10 p.m. in the Jury Room of the County Office Building.	
Approval of Minutes	Dr. Cudahy made a motion to approve the minutes of the February 26, 1998 meeting and Dr. Schierer second the motion.	Motion carried.
Audit	The audit below was given to the Board for signature and approval as follows:	

	<u>ACCOUNTS</u>	<u>AMOUNT</u>
	A4010	3,180.68
	A4011	51,291.26
	A4035	4,215.71
	A4037	9.50
	A4040	41,843.20
	A4046	4,754.19
	A4047	1,513.00
	A4050	2,132.00
	A4056	2,128.00
	A4060	18,795.25
	A4071	996.67
	TOTAL	\$130,859.46
Prepaid	A4011.409	438.00

David Schwert made a motion to approve the audit and Dr. Schierer second the motion.

Motion passed.

Executive Session The Board went into executive session for the remainder of the meeting.

THE NEXT BOARD OF HEALTH MEETING WILL BE HELD IN **ROOM 220**, ON THURSDAY, APRIL 23, 1998.

ALLEGANY COUNTY
BOARD OF HEALTH
APRIL 23, 1998

NOT APPROVED

Present: Ronald Truax, President; Warren Pomeroy, Vice-President; Dr. Calvin Schierer; Dr. Richard Cudahy; David Schwert, PHD; Dr. John Nystrom;
Staff Present: Johannes A. Peeters, Public Health Director; Rose Burdick, Secretary
Others Present: John Margeson, County Administrator; Thomas Miner, County Attorney; Yvonne Perrin, PHN
Absent: Dr. David Graham; Dr. William Coch; Medical Advisor

<u>TOPIC</u>	<u>DISCUSSION</u>	<u>CONCLUSION</u>
Call to Order	The meeting was called to order at 7:10 P.M., in Room 220, of the County Office Building.	
Approval of Minutes	Dave Schwert made a motion to approve the minutes of the March 26, 1998 minutes and Dr. Cudahy second the motion.	Motion carried.
Tom Miner, Assistant County Attorney - Discussion	Tom Miner, Assistant County Attorney, met with the Board to discuss problems with enforcing various Board Orders. He further discussed proposed amendments to the Sanitary Code which might assist the Board in addressing some chronic problems. Copies of the proposed amendments will be provided to the Board prior to the next meeting. He or someone from the County Attorney's Office will be present to meet with the Board at the next scheduled meeting on the 28 th of May to discuss the proposed amendments to the Sanitary Code.	
Automation	<p>Automation of Immunization Information System - The new Immunization software has been installed, and in the future, we will be able to connect with the hospitals and the physicians' offices. We will be working with St. James and Jones Memorial Hospital's HMO. We have installed Datacron on the file server and the clerical staff is currently using this new program. The clinical documentation piece will be up and running by the end of May to mid-June. Also, Datacron has "billing and clinical documents for Home Care". It is currently installed on the file server and on the computers for support staff. The staff is learning how to operate the billing piece. The field-clinical document should be running by the end of May or middle of June and all nursing staff will have that capability.</p> <p>We are developing policies and procedures for joint accreditation for Home Care. We will have one set of policies, one accreditation for the three counties. Hans will be meeting with Bob Dougherty, from the State Health Department in Albany next month.</p>	

TOPIC	DISCUSSION	CONCLUSION
SAY	<p>The SAY Network has been approved for outreach workers to promote the Child Health Plus Program. There will be ½ person in Yates County, 1 person in Allegany County and 1 person in Steuben County. These outreach workers will meet with families and discuss Child Health Plus. The State wants every child under the age of 19 to have a medical home.</p> <p>Community Blue - Doctor takes full risk and managed care has no risk. When physician enrolls, he or she takes the financial loss. A physician has to accept managed care when enrolling in Community Blue. Currently, Community Blue is the only one with Child Health Plus.</p>	
Single Point of Entry	<p>Allegany County Health Department has been approved by Will Care and Home Care Services of Western New York. They are looking to expand its market into Allegany County. The Health Department is talking to the three licensed Home Care Agencies. We want to ensure that the licensed agencies and the Health Department are working together by creating a single point of entry. We would like to keep everything local, instead of Elmira, Buffalo or Rochester.</p>	
Contracts Services for Home Care vs. Cost - PT, OT and MSW	<p>Based on the 1996 Medicare audit, the reimbursement for services for 1998 indicate that the department will be losing money on MSW, ST, OT and PT. Some changes have been made since the 1996 cost report. The MSW, occupational therapy and physical therapy contracts are at a lower cost then they were in the 1996 cost report. We have hired a speech therapist, and we now contract with Jones Memorial Hospital for occupational therapy. The health department is currently working on a contract for MSWs with the Counseling Center in Wellsville. PT - no change from 1996 to 1998.</p>	
PHN/RN vs. Service Coordination	<p>The Early Intervention Service Coordinator has been promoted to Supervising Community Health Nurse. Hans will look to Cattaraugus and Steuben Counties to see if we can contract with them two days per week to cover the void in EI until we get someone in place.</p>	
Co-Training of Staff	<p>The Health Department needs to co-train other staff members in the Health Department to fill in when someone is out for an extended period of time. Some of the areas we are looking to co-train are EI and billing.</p>	
Service Coordinator Requirements	<p>Went over the requirements for a Service Coordinator.</p>	
Jail Position	<p>For every hour of overtime the jail nurse works, she get 2x OT pay or 2 hours of Comp.Time. In order to save money, we could have the weekend nurses cover the jail instead of our regular jail nurse. The weekend nurses would cover their regular home care visits, along with covering the jail</p>	

TOPIC	DISCUSSION	CONCLUSION
	duties. We are looking at Livingston County's policies and procedures for the jail and will be working with Sheriff Larry Scholes regarding this matter.	
Public Health Dollars	Hans passed out the NYSDOH Application for State Aid Summary for 1998 showing the core programs. It shows that we still have around \$130,000 allocated for public health activities. The Health Department spends \$450,000 for core based programs and any money spent on core programs beyond that the State reimburses us at 36%, except for EI and PHCP, which is reimbursed at 50%.	
	Some of the ways we might use this money is to test for indoor air in Allegany County, Helen Evans, our temporary Health Educator, will be offering smoking cessation classes, and/or buying computer equipment. It was also discussed if some of the money could be used in the dental area.	Hans will send a copy of the community assessment (rough draft) to BOH.
Community Health Assessment	The rough draft of the Community Health Assessment is finished. We will send out 3,000 copies to residents of Allegany County. The assessment still needs to be tested before sending out. Based on answers on the assessment from the community, we will look at birth and other data and determine where to spend the remainder of the money.	
Policies and Procedures for the Health Department	We are currently working on developing policies and procedures on TB, Communicable Disease, for the jail and beepers.	
Beepers	Any field nurse involved in clinical or home care in the Health Department will be using beepers for the purpose of relaying or exchanging information required for the implementation of their duties and/or patients care in a timely and efficient manner. These beepers will be rented at a cost of \$4.75 each per month.	
DOH - ACCORD	Hans met with Lisa Bowen, Director of Community Services, ACCORD, regarding additional space in Belfast. Accord and the Health Department will working together at the Belfast clinic. Hans will have a team together to work with WIC for clinics.	
Confidential Staff Training	There was a confidential staff training on April 16, 1998, in the Legislative Chambers.	

Audit

The audit was given to the Board for approval and signature and follows:

<u>ACCOUNTS</u>	<u>AMOUNT</u>
A4010	\$26,699.28
A4011	82,068.45
A4035	18,630.22
A4037	75.02
A4040	43,849.63
A4046	1,682.30
A4047	1,063.70
A4052	34.10
A4060	26,413.90
A4071	382.25
A4083	9,592.39
Total	\$210,491.24
 REFUND	 \$1,832.00

Dr. Schierer made a motion to accept the audit and Dr. Cudahy second the motion.

Motion carried.

Executive Session

Dave Schwert made a motion to go into Executive session and Dr. Cudahy second the motion.
Motion carried.

Motion carried.

The remainder of the meeting was in Executive session.

The next Board of Health meeting will be on Thursday, June 4, 1998, in Room 220, at 7:00 P.M.

ALLE COUNTY
BOARD OF HEALTH
JUNE 4, 1998

NOT APPROVED

Present: Ronald Truax, President; Warren Pomeroy, Vice-President; Dr. Richard Cudahy; David Schwert; Dr. David Graham; Dr. Calvin Schierer

Members Absent: Dr. John Nystrom

Staff Members: Johannes Peeters, Public Health Director; Tom Hull, Deputy Public Health Director

Others Present: Tom Swift, Clark Patterson Associates; Tim Miner, Assistant County Attorney; Martha Jordan, PHN LT; Linda Wydysh, M/R
Computer Operator

<u>TOPIC</u>	<u>DISCUSSION</u>	<u>CONCLUSION</u>
Call to Order	The meeting was called to order at 7:10 p.m., in Room 220 of the County Office Building.	
Approval of Minutes	David Schwert made a motion to approve the minutes of the April 23, 1998 meeting and Warren Pomeroy second the motion.	Motion carried.
Sanitary Code - Changes	Tom Miner discussed the proposed changes in the Sanitary Code regarding Article IV. There was a discussion regarding the discarding of tires (Article IV Section 3.6). Mr. Miner also discussed changes in Article III. Talked about escrow accounts. Tom Miner recommended that a protocol within the department be developed to cover those escrow accounts during times when systems could not be inspected. Recommendation was to develop a list with cost for the escrow account, what needs to be done and whether this is a high or low cost system. Outcome of discussion: Mr. Miner would make those corrections in the Sanitary Code and the Board would hold a public hearing prior to the next Board of Health meeting on June 25, 1998. David Schwert made a motion to make those changes and Dr. Cudahy second the motion.	Motion carried.
Alfred Waste Water Treatment Plant	Tom Swift, from Clark Patterson Associates, talked about the Alfred Waste Water Treatment Plant and what they were planning to do regarding the plant. Mr. Swift provided a drawing of the sewage treatment plant and indicated that disinfection would cost the village an extra \$65,000 to \$80,000. Mr. Swift will do a presentation later on for further consideration by the Board.	Information

TOPIC	DISCUSSION	CONCLUSION
Anti-Smoking Awareness Campaign	There was a discussion about the anti-smoking awareness campaign with the Board. It is the intent of the Health Department to make the public aware of the harmful effects of smoking and hopefully convince the community that action should be taken on the local level to prohibit smoking in public buildings, similar to what is happening in Erie and Niagara County.	Information
Report Card and Community Health Assessment	Mr. Peeters also discussed the report card requirement for Allegany County. He handed out the NYS report card for Allegany County for the twelve priorities set by the State Health Department Commissioner, Barbara DeBuono, M.D., M.P.H.	Information
	Mr. Peeters also indicated that the county has received approximately 600 surveys back from the community survey and will work on providing report cards and a community health assessment that is due October 1, 1998.	Information
SAY Network	Mr. Peeters talked about the SAY Network and how they are in the final stages as to how the SAY Network will interact with Allegany, Steuben and Yates Counties. Attorneys and an accountants have been hired to show how the three counties can better work together. Hans would also like to have the SAY consultants discuss their thoughts with the Board of Health and would like to have them speak to the Human Services Committee and also to the full Board.	Information
Interim Payment System	Mr. Peeters handed out the new audit regarding the interim payment system. He indicated that Allegany County is doing well through October, 1999.	
Position Paper	Hans handed out to the Board for Certified Home Health Agency that was prepared by the NYS Association of County Health Officers for consideration and review.	Information
Term of Office	Mr. Peeters also indicated that Ron Truax and Dr. Graham's terms expire on July 7, 1998. They both have indicated a desire to remain on the Board.	Positions will be voted on at the June 25, 1998 Board meeting.

TOPICDISCUSSIONCONCLUSION

Audit for May, 1998

Dr. Schierer made a motion to approve the May, 1998 audit and Warren Pomeroy second the motion as follows:

Motion carried.

	ACCOUNTS	AMOUNT
	A600	\$276.00
REFUNDS	A1606.03	100.00
	A1606.03	10.00
	A1610.13	76.00
	A2610.01	5.00
PREPAID	A4011.409	1,038.00
	A4010	7,288.55
	A4011	43,032.66
	A4035	6,634.91
	A4037	47.50
	A4040	46,070.60
	A4046	1,963.49
	A4047	365.95
	A4052	484.24
	A4056	31.50
	A4060	22,640.75
	A4071	1,134.53
	A4082	366.08
	A4083	970.23
	Total	131,030.99

Meeting Adjournment

There being no further business, the meeting was adjourned at 8:35 p.m.

THE NEXT BOARD OF HEALTH MEETING WILL BE HELD ON THURSDAY, JUNE 25, 1998, AT 7:00 P.M., IN ROOM 220, OF THE COUNTY OFFICE BUILDING.

ALLEGAN COUNTY
BOARD OF HEALTH
JUNE 25, 1998

NOT APPROVED

Present: Ronald Truax, President; Warren Pomeroy, Vice-President; Dr. Calvin Schierer; Dr. David Graham; Dr. John Nystrom; David Schwert, PHD; Dr. William Coch

Staff: Johannes Peeters, Public Health Director; Tom Hull, Deputy Public Health Director; Vicky Gaeta, Director of Patient Services; Rose Burdick, Secretary to Public Health Director

Others Present: Linda Wydysh, M/R Computer Operator

Absent: Dr. Richard Cudaly

<u>TOPIC</u>	<u>DISCUSSION</u>	<u>June 25, 1998</u>	<u>CONCLUSION</u>
Call to Order	The meeting was called to order at 7:20 p.m. in Room 8 of the County Office Building.		
Approval of Minutes	David Schwert made a motion to approve the minutes of the June 4, 1998 meeting and Dr. Graham second the motion.		Motion carried.
Lavern & Elaine Hadaway	Problem - septic discharge onto neighbors property in Rushford. Board order gave the Hadaways until October 24, 1997, to have an approved system in place. No action has occurred and there has been no contact with the health department.		Tom Hull, DPHD, will make a site visit on June 30, 1998. Tom will notify the Hadaways that proceedings will start at the county attorney level to rectify the situation, including their possible removal from the property, if action has not been taken to correct this problem.
Charity Care	The State is phasing out charity care and will not pay anything in the year 2000.		Information

Johannes Peeters

TOPIC	DISCUSSION June 25, 1998	CONCLUSION
Alfred Sewage Treatment Plant	Tom Swift, from Clark Patterson Associates, said that the disinfection of the Alfred Sewage Treatment Plant would increase the cost by \$45,000 to \$65,000. There would also be the ongoing cost of chlorine and the electrical cost. Rich Haywood, PH Sanitarian and Tom Hull, PHD, took nine (9) samples. All samples exceeded DEC regulations. No samples were taken before the plant; this will be done at the end of June. Tom Hull will send a letter to Tom Swift of Clark-Patterson Associates, for official notification of the Board of Health's position that the sewage treatment plant's effluent be disinfected by U/V light or ozone, but not with chlorine. Board of Health recommends disinfection either by ozone or UV. David Schwert made a motion to have the plant disinfect and Dr. Nystrom second the motion.	Motion carried.
Dr. David Graham and Ronald Truax's Re-appointments	Upon motion by Warren Pomeroy and second of David Schwert, the Board of Health unanimously voted to recommend to the Human Services Committee/Board of Legislators the re-appointment of Dr. David Graham and Ronald Truax to new six-year terms of office. Dr. Grahams term will run from July 7, 1998 to July 7, 2004 and Ronald Truax's term will run from July 7, 1998 to July 7, 2004.	Motion carried.
Planning for Influenza Clinics and Pneumococcal Vaccine	The New York State Department of Health is pushing the agencies to provide maximum protection to the public by offering pneumococcal vaccine year round. The pneumococcal vaccine will be offered at the Belmont clinic only, this will save the exchanging of money at the satellite clinics. Previously, the flu vaccine was offered at \$5.00 and the pneumococcal vaccine was offered at \$12.00. Medicare will pay for the cost of either or both for medicare recipients.	Information
SAY Project	<p>Grant year is closing and we are now going into the next grant period. Deliverables were discussed and how this would effect county dollars. The Home Care Team is preparing for JCAHO accreditation for the three counties, to make home care more viable as delivery changes.</p> <p>Looking to develop a protocol for the three county area - critical next three months.</p> <p>SAY would like to talk to the Board of Health next month. If the Board agrees, they would also like to speak with the Human Services Committee and the full legislator.</p>	Andrea Haradon, SAY Coordinator, will do a presentation at the next BOH meeting.
Interim Payment System	The interim payment system is in effect for Medicare clients from January 1, 1998, until September 30, 1998.	Information

The perspective payment system (PPS) will be in effect starting October 1, 1999. There are two separate cost limits in home care as follows:

- 1) Total cost of providing services for the agencies
- 2) Total cost to individual clients

Allegany County is in the top 5% and will not have to pay any money back.

The health department has already started to look at clinical pathways. We will be providing an appropriate level of care for what the patient needs. The auditor wants us to look at pricing, quality of service and services. We will also be looking at seven-day coverage.

By October, 1998, we will be looking at at least the top ten diagnoses for clinical pathways. Also, get clinical pathways dollar amounts. All this must be done by October 1, 1999.

Staff Changes

Mr. Peeters will send a copy of the organizational structure to the Board of Health with the June 25, 1998 minutes. Vicky Gaeta is now Director of Patient Services; Donna Baschmann is Supervising Community Health Nurse; Judy Buckwalter is Supervising Public Health Nurse for the Long Term program and Karen Williams is the Supervising Public Health Nurse for the Traditional Program.

Information

Sue Wood has been hired as an account/clerk typist and is working with the community health team, Breast and Cervical Health Partnership Program and education. The Breast and Cervical Health Partnership Program has increased its telephone hours from Tuesday, Wednesday and Thursday 8:30 a.m. to 4:00 p.m. to Monday through Friday, 8:30 a.m. to 4:00 p.m.

Uniforms and County Cars

David Schwert discussed the county health department vehicles in the environmental and nursing divisions. He feels the vehicles should be replaced at least every three or four years, for safety. Also, he feels there is a lack of maintenance on the cars (washing and keeping clean inside) and would like to see a routine maintenance schedule. The person driving the car would be responsible for washing the vehicle on a routine basis, so we can be proud of these cars when driving them around the county.

Information with follow-up

Mr. Schwert also talked about the physical appearance of the employees. He would like to see every employee wearing an identification tag. Mr. Schwert would also like to see a more uniform appearances for the nurses and the environmental staff, so that when the public sees them, they are easily recognized. He did want to state that he is very proud of both divisions' work and will do everything possible to ensure their success. Mr. Schwert asked Mr. Peeters to take this message back to the environmental and nursing staff.

Discuss this again at Board of Health in a month or two.

Audit

The audit for June was given to the Board for their approval and signature as follows:

	<u>ACCOUNTS</u>	<u>AMOUNTS</u>
Prepaid	A4011.409	\$397.00
Refund	A1610.02	50.00
	A4010	\$7,814.46
	A4011	43,560.58
	A4035	2,619.73
	A4037	2,778.50
	A4040	42,623.83
	A4046	3,560.21
	A4047	2,322.85
	A4056	49,435.39
	A4060	25,345.75
	A4071	1,473.12
	A4082	556.96
	A4083	827.32
	Total	\$182,918.70

Dr. Nystrom made a motion to approve the June audit and Dr. Schierer second the motion.

Motion carried.

THE NEXT BOARD OF HEALTH MEETING WILL BE ON THURSDAY, JULY 23, 1998, AT THE TUESIDE IN RUSHFORD. GOLF IS FROM 3:00 P.M. TO 5:00 P.M., SOCIAL HOUR STARTS AT 5:00 P.M. AND THE DINNER/MEETING IS AT 6:00 P.M.

NOT APPROVED

Page 1

ALLEGANY COUNTY
BOARD OF HEALTH - ANNUAL MEETING
JULY 23, 1998 - TURFSIDE RESTAURANT
RUSHFORD, NEW YORK

Members Present: Ronald Truax, President; Warren Pomeroy, Vice-President; Dr. Richard Cudahy; David Schwert; Dr. Calvin Schierer; Dr. John Nystrom; Dr. William Coch

Members Absent: Dr. David Graham

Staff Members: Johannes Peeters, Public Health Director; Tom Hull, Deputy Public Health Director; Rose Burdick, Secretary to PHD

Others Present: Andrea Haradon, President, Human Service Development and guests of Board and staff members

<u>TOPIC</u>	<u>DISCUSSION</u>	<u>CONCLUSION</u>
Call to Order	The annual meeting was called to order at 8:00 p.m., at the Turfside Restaurant, in Rushford, New York.	
Approval of Minutes	Dr. Nystrom made a motion to approve the minutes of the June 25, 1998 meeting and David Schwert second the motion.	Motion carried.
Presentation - Andrea Haradon, President, Human Service Development Development	Andrea Haradon, Coordinator for the SAY (Steuben, Allegany, Yates) Public Health Network, did a presentation for the Board. Andrea talked about the Mission and Focus of SAY and what is to be accomplished over the next three years (See sheet attached).	Information regarding the SAY Project

<u>TOPIC</u>	<u>DISCUSSION</u>	<u>CONCLUSION</u>
Mission Statement - Public Health	Hans handed out to the Board the Vision and Mission statement for Public Health, put out by the Public Health Steering Committee, American Public Health Association.	The Board will review the mission statement and will be discussed at the next Board of Health meeting.
Rate Changes for Home Care	Mr. Peeters would like the Board to recommend rate changes for HHAs and PCWs to match Medicaid rates. David Schwert made a motion to increase the rates of HHA to \$28/hr. and PCW to \$22/hr. Dr. Cudahy second the motion.	Motion carried.
Community Health Assessment	Allegany County - Rural and Non-Rural County Health Profile will be used as part of the Community Health Assessment. The Assessment is due October 1, 1998.	Information
Revised Sanitary Code for Allegany County	Jeff Booth of the New York State Department of Health is reviewing the revised Sanitary Code.	Expected to take effect on August 1, 1998.
Lavern & Elaine Hadaway, Rushford	Rich Haywood tried to get in touch with Lavern Hadaway to schedule a perk test. Mr. Hadaway says he has a	No conclusion has been reached.

<u>TOPIC</u>	<u>DISCUSSION</u>	<u>CONCLUSION</u>																								
Stacy Austin Green, Bolivar	<p>contractor to do the septic system. Warren Pomeroy indicated that this contractor has since backed out.</p> <p>Tom Hull advised the Board that Stacy Austin Green's septic system has been corrected.</p>	File is closed.																								
Audit	<p>The audit was not available at the meeting, but since then has been signed and approved in the amount of \$133,896.19 as follows:</p> <table data-bbox="795 824 1197 1384"> <thead> <tr> <th data-bbox="795 824 968 852"><u>Account No.</u></th> <th data-bbox="1075 824 1197 852"><u>Amount</u></th> </tr> </thead> <tbody> <tr> <td data-bbox="795 895 1030 926">1606.03 (Refund)</td> <td data-bbox="1120 895 1197 926">90.00</td> </tr> <tr> <td data-bbox="795 969 860 1000">4010</td> <td data-bbox="1064 969 1197 1000">17,084.86</td> </tr> <tr> <td data-bbox="795 1005 860 1036">4011</td> <td data-bbox="1064 1005 1197 1036">35,539.54</td> </tr> <tr> <td data-bbox="795 1041 860 1072">4035</td> <td data-bbox="1075 1041 1197 1072">5,137.76</td> </tr> <tr> <td data-bbox="795 1077 860 1108">4037</td> <td data-bbox="1116 1077 1197 1108">76.00</td> </tr> <tr> <td data-bbox="795 1113 860 1144">4040</td> <td data-bbox="1064 1113 1197 1144">36,431.72</td> </tr> <tr> <td data-bbox="795 1149 860 1180">4046</td> <td data-bbox="1075 1149 1197 1180">1,264.59</td> </tr> <tr> <td data-bbox="795 1185 860 1216">4060</td> <td data-bbox="1064 1185 1197 1216">26,535.50</td> </tr> <tr> <td data-bbox="795 1221 860 1252">4071</td> <td data-bbox="1075 1221 1197 1252">1,492.00</td> </tr> <tr> <td data-bbox="795 1257 860 1288">4083</td> <td data-bbox="1064 1257 1197 1288">10,244.22</td> </tr> <tr> <td data-bbox="885 1346 956 1378">Total</td> <td data-bbox="1038 1346 1197 1378">133,896.19</td> </tr> </tbody> </table>	<u>Account No.</u>	<u>Amount</u>	1606.03 (Refund)	90.00	4010	17,084.86	4011	35,539.54	4035	5,137.76	4037	76.00	4040	36,431.72	4046	1,264.59	4060	26,535.50	4071	1,492.00	4083	10,244.22	Total	133,896.19	Information
<u>Account No.</u>	<u>Amount</u>																									
1606.03 (Refund)	90.00																									
4010	17,084.86																									
4011	35,539.54																									
4035	5,137.76																									
4037	76.00																									
4040	36,431.72																									
4046	1,264.59																									
4060	26,535.50																									
4071	1,492.00																									
4083	10,244.22																									
Total	133,896.19																									

TOPIC

DISCUSSION

CONCLUSION

Meeting Adjournment

Dr. Nystrom made a motion to adjourn the meeting at 8:30 P.M.

Motion carried

The next Board of Health meeting will be held on Thursday, August 27, 1998, in Room 220, at 7:00 P.M.

SAY (Steuben, Allegany, Yates) Public Health Network

MISSION: Improve access to care, health outcomes and health status for the residents of Steuben, Allegany, and Yates Counties

FOCUS: Creative exploration of the operational and financial feasibility of alternatives for transitioning appropriate components of public health programs into a more integrated delivery system.

YEAR 1:

- I. Complete a comprehensive feasibility study to include:**
 - streamlining administration.
 - optimize delivery of high quality public health services, including homecare
 - pooling of categorical funding.
- II. Joint planning and program development.**
- III. Cooperatively recruit, train and share staff.**
- IV. Provide joint public health programming.**
- V. Begin joint purchasing and provision of services.**
- VI. Maintain extensive and open communication with all Network Members and appropriate health and human service providers in the region and surrounding areas.**
- VII. Develop and begin use of an improved management information system.**

YEARS 2 & 3: Implementation of innovative financing strategies, continued development of managed care capacities and further expansion and integration of services and integration of administrative systems.

Summary of Progress

Steuben, Allegany, Yates (SAY) Health Network

- Selected members to comprise the Network Implementation Team including four representatives from each county: a legislative representative, a consumer, a health care provider and the Director of Public Health; held monthly meetings and began education process of members regarding similarities and differences in three counties.
- Collection and analysis of all data related to administrative structure and service delivery (including meetings between consultant and all key staff in each County, collection and review of intake forms, organizational charts and personnel lists, personnel management policies and contracts, rate schedules and budget materials, service statistics).
- Established staff teams: Primary and Preventive Services, Home Care, Policies and Procedures, Public Health Education, Special Children's Services, Database Management to determine possible areas for collaboration, cooperation and consolidation.
- Developed comparison chart of programs, services, staffing and financing among the three counties and prepared similar organizational charts.
- All three counties came to agreement on the choice of Datacron software for the management of both clinical and billing components for home care. Allegany County purchased and began using the system in April, working in coordination with staff from Steuben and Yates Counties. Steuben County plans to purchase the updated Datacron system later in 1999, while Yates County needs to obtain funding for the purchase of the system.
- Submitted grant application to the New York State Department of Health to serve as the rural site for the State's application to the Robert Wood Johnson Foundation to conduct an outreach program for Child Health Plus. Selected as the rural site for State's application. If NY State is awarded funding, program will begin in January 1999.
- Submitted joint application for State Indoor radon grant. If funded, grant will provide outreach, education, radon detection kits and referral for appropriate interventions.
- Home care team has begun the process of preparing for JCAHO accreditation.
- Developing common policies and procedures for both home care and public health programs.

- Purchasing systems and processes were reviewed as part of the initial meetings with staff. Looking at joint purchasing possibilities in conjunction with hospitals.
- Submitted requests to receive technical assistance regarding implementation of the OASIS system.
- Began work on a joint Community Health assessment for the three county area. Steuben and Yates Counties completed a substantially similar Public Health Priorities project which is providing much of the data to be included in the assessment. for completion of a joint Community Health Assessment. Allegany County is completing a similar survey process to be completed by the end of June.
- Engaged fiscal (Freed, Maxick, Sachs and Murphy, P.C.) and legal (Magavern, Magavern and Grimm, L.L.P.) consultants to determine options for maximizing efficiency and effectiveness of home care services in the future. Feasibility study will be completed by September, with recommendations to come to each County Legislature following review by Implementation Team. Options being reviewed include:
 1. The current system of three separate organizations each providing home care in their respective counties
 2. Two counties contracting with the third county (Inter-municipal agreement) for the provision of all home care services
 3. A new non-profit SAY organization through which all home care services are provided
 4. A new public SAY organization (Public Benefit Corporation) through which all home care services are provided
 5. Contract with existing Not-for-Profit corporation to provide services
 6. Management Contract for services

ALLEGANY COUNTY
BOARD OF HEALTH
AUGUST 27, 1998
ROOM 220 - 7:00 P.M.

NOT APPROVED

Members Present: Warren Pomeroy, Vice-President; Dr. Richard Cudahy; David Schwert; Dr. John Nystrom; Dr. David Graham; Dr. William Coch, Medical Advisor

Members Absent: Ronald Truax, President (Resigned from the Board of Health, 08/27/98); Dr. Calvin Schierer

Staff Members: Johannes A. Peeters, Public Health Director; Tom Hull, Deputy Public Health Director; Vicky Gaeta, Director of Patient Services, Rose Burdick, Secretary to the Public Health Director

<u>TOPIC</u>	<u>DISCUSSION</u>	<u>CONCLUSION</u>
Call to Order	The meeting was called to order at 7:08 P.M., in Room 220, of the County Office Building.	
Approval of Minutes	<u>Dr. Nystrom made a motion to approve the minutes of the July 23, 1998 meeting and David Schwert second the motion.</u>	Motion carried.
Family Planning	<p>Family Planning Monies:</p> <p>The Health Department's Family Planning grant has increased from \$60,000 to \$174,000/year for the next five years. These are Federal Title 10 monies.</p> <p>Mr. Peeters discussed the program's specific clauses in the grant that the Health Department has to abide by including:</p> <ul style="list-style-type: none"> • Hiring an Assistant Health Educator to develop programs with education institutions and for outreach. Mr. Peeters expects this person to come up with some creative ideas regarding teen pregnancy, etc. • Hire a full-time RN • Hire a part-time nurse practitioner to fill in when Norilyn Patrick, NP, can not be there. • Change the Medical Records Computer Operator position to a full-time position. <p>Some of the monies will be used to:</p> <ul style="list-style-type: none"> • Produce posters and pamphlets to promote FP services • Become involved with the school districts, targeting certain grades 	Information

TOPIC	DISCUSSION	CONCLUSION
	<ul style="list-style-type: none"> • Buy video equipment that will work off a laptop • Supplies • Expand our clinics so the waiting time is less • Educational and computer equipment • Training • Youth Speakout - promote FP Program • Funding the White Ribbon Campaign 	
Family Planning Evaluation	<p>Family Planning criteria - have an advisory board, which would include teenagers and community people. This Board would make presentations to the Board of Health.</p> <p>Lois Anderson, Regional Consultant Nurse, NYSDOH, Western Regional Office in Buffalo and Patty MacAuley, Regional Consultant Nurse, NYSDOH, Regional Office in Rochester, came to the Health Department to do a Family Planning evaluation. Hans went over the evaluation with the Board and some of the measures the Health Department will take to correct the situation.</p> <p>Norilyn Patrick, Nurse Practitioner, will be working on updating to 1998-99 standards, the policies and procedures for Family Planning.</p>	Letter of Correction will be sent on August 31, 1998
PHCP	<p>PHCP is a program designed to make medical care available to children (ages newborn to 21) with medical conditions, who would otherwise not be able to afford such care. PHCP pays for some cases not covered by Child Health Plus.</p> <p>There was a discussion regarding orthodontia and the PHCP Program. Hans will present information on what it costs for PHCP clients' transportation to and from orthodontia appointments and the number of clients - not the Medicaid eligible.</p>	Information
Monies for Cooperative Extension	<p>The Health Department is paying \$8,000 to Cooperative Extension for injury control and traffic safety.</p>	Information
Public Health Mission and Vision Statement	<p>Hans handed out and reviewed the Public Health Vision and Mission statement. <u>Dr. Nystrom made a motion to accept the Vision and Mission Statement for the Allegany County Department of Health.</u> <u>Warren Pomeroy second the motion.</u></p>	Motion carried.

TOPIC	DISCUSSION	CONCLUSION
Beepers for Nurses	On September 9, 1998, at the nurses' staff conference, Hans will hand out the policy and procedures for the use of the beepers.	Beepers will be handed out.
Training	The nurses have received their laptops and will start to use them in the next 4-5 weeks. They will be entering data on site and will download to the file server located in the Health Department. Half of the nurses will be trained at the end of September and the other half will be trained at the end of October-first of November. The clerical and nursing staff will be working together.	Information
Interim Payment System	Allegany County Health Department appears to be doing well compared to some of the other counties in regards to the Interim Payment System. The Medicare rate will go up per patient beneficiary to \$2,300 on October 1, 1998 and \$2,900 on October 1, 1999 for everyone. We do not have to pay this money back. Auditors are keeping close tabs on what it cost to provide services.	Information
Accountant Position in HD	A request for an accountant position for the Health Department was brought up at Human Services in August. Human Services has agreed that this position is necessary to keep track of Home Care dollars and other financial matters in the Department.	Will fill the Accountant Position in the HD after approval of the full Board.
Sanitary Code	A few minor changes have been made to the Sanitary Code, which were recommended by the State Health Department. Hans passed out the Sanitary Code to the Board that will be sent to the State for final approval. Changes were discussed and <u>Dr. Nystrom made a motion to accept the Sanitary Code as submitted by the County Attorney. Dr. Graham second the motion.</u>	Motion carried. The Sanitary Code will be submitted to the Sate for final approval on August 28, 1998.
Ronald Truax - Resignation	Mr. Peeters let the Board know that Ronald Truax has resigned from the Board of Health as of Thursday, August 27, 1998.	Position will be filled.
HD Employees and County Vehicle Appearances	Mr. Schwert discussed with the Board the appearance of the employees of the Health Department. He would like to see a dress code and everyone should have a photo identification badge on. The nurses clothing allowance and dress code were discussed. Mr. Hull mentioned that the sanitarians would require a different type of I.D. badge due to the type of work they do.	There will be further discussion at BOH meetings.

TOPIC	DISCUSSION	CONCLUSION
Flu Vaccine	The county vehicles - the truck that one of the sanitarians uses has 178,000 miles on it and it is in the budget for next year to purchase a new truck. Mr. Schwert would like to see maintenance on the vehicles, inside and out, on a routine basis.	Information
Environmental Issues	<p>There is a manufacturing difficulty with the flu vaccine this year. Vaccine will come in much later this year and the manufacturers may not be able to live up to its contracts due to production difficulties.</p> <p>Also, the State Health Department wants massive flu immunization this year. The Health Department has ordered another 2,000 doses of vaccine for \$27.10/10 dose vial, non-returnable. This will arrive at the Health Department late September or early October. Vicky Gaeta is sending a letter to the schools regarding availability of influenza vaccine administration to professional and support staff at \$5.00/dose.</p> <p>Rich Fontana is looking into reopening the Hilltop as a bed and breakfast. There is a potential for problems as regulations depend on number of occupants (10 or more) and Mr. Fontana has been a problem operator in the past and may attempt to circumvent the department.</p> <p>Additional sampling conducted upstream from the Wellsville Water Treatment Plant counts were consistently lower than those seen downstream; upstream sources are contributing to the bacterial loading of the river; upstream sources are contributing to the bacterial loading of the river as you go further upstream.</p> <p>Violations - 30 violations sent out for the septic tank inspections. Have received requests to all but 10, most of which were ignored. These cases may have to go to hearing. Also, need to look for another health department. tly used is difficult to contact.</p> <p>Mr. Pomeroy asked whether a septic tank is legal if it is underneath an addition to a house. Decided there is nothing the Health Department can do if the septic tank passed inspection.</p>	Information
Executive Session	<p><u>Dr. Cudahy made a motion to go into executive session and Dr. Graham second the motion.</u></p>	Motion carried.
	<p><u>Dr. Cudahy made a motion to come out of executive session and Dr. Graham second the motion.</u></p>	Motion carried.
Fill Term of President	<p><u>Dr. Nystrom made a motion to have David Schwert fill the remainder of the term of the President that resigned. Warren Pomeroy second the motion.</u></p>	Motion carried.

↑

This will be corrected in Sept. minutes to read Alfred Water Treatment Plant.

<u>TOPIC</u>	<u>DISCUSSION</u>	<u>CONCLUSION</u>
--------------	-------------------	-------------------

Audit	The audit for \$247,334.07 was approved and signed as follows:	Audit approved.
-------	--	-----------------

<u>Account No.</u>	<u>Amount</u>
A4010	\$7,217.49
A4011	\$89,684.63
A4035	\$7,557.52
A4037	\$9.50
A4040	\$68,874.34
A4046	\$3,185.15
A4052	\$604.00
A4056	\$42,369.70
A4060	\$24,288.50
A4071	\$777.25
A4082	\$173.00
A4083	\$2,592.99
Total	\$247,334.07

Refund A4011.409	\$1,471.00
------------------	------------

Meeting Adjournment	The meeting was adjourned.
------------------------	----------------------------

Next Meeting	THE NEXT BOARD OF HEALTH MEETING WILL BE HELD ON THURSDAY, SEPTEMBER 24, 1998, IN ROOM 220, AT 7:00 P.M.
-----------------	---

NOT APPROVED

OCT 15 1998

ALLEGANY COUNTY
BOARD OF HEALTH
SEPTEMBER 24, 1998
ROOM 220 - 7:00 P.M.

Members Present: David Schwert, President; Warren Pomeroy, Vice-President; Dr. John Nystrom; Dr. Calvin Schierer; Dr. David Graham; Dr. William Coch, Medical Advisor

Members Absent: Dr. Richard Cudahy

Staff Present: Johannes A. Peeters, Public Health Director; Tom Hull, Deputy Public Health Director; Rose Burdick, Secretary to PHD

<u>TOPIC</u>	<u>DISCUSSION</u>	<u>CONCLUSION</u>
	Motions were made to hold executive session. Motions to resume regular business were made.	
Correction of Minutes	There was a correction in the August 27, 1998 minutes. A change from Wellsville Water Treatment Plant to Alfred Water Treatment Plan was changed to read as follows: "Additional sampling conducted upstream from the Alfred Water Treatment Plant counts were consistently lower than those seen downstream of the AWTP".	
Approval of Minutes	<u>After correction in the minutes was made, Dr. Nystrom made a motion to approve the August 27, 1998 minutes and Dr. Graham second the motion.</u>	Motion carried.

John M.

<u>TOPIC</u>	<u>DISCUSSION</u>	<u>CONCLUSION</u>
Vacancy on Board of Health	The vacancy on the Board of Health has to be filled by a legislator.	Dave Schwert will get in touch with John Walchli, Chairman of the Board of Legislature, regarding this matter.
Datacron	<p>The Health Department has converted from Simone Central to Datacron, Inc. (Home Health Care billing program). Since we did not buy Simone's updates (which were expensive), we have had to hand-write the billing for Medicare.</p> <p>Hans discussed the upcoming training that Datacron will be giving our staff.</p> <p>Also mentioned, was a software program, through Datacron, called Medispan (gives list of drugs and interaction of drugs), which Hans would like to order. There was a discussion regarding this software. Since there might be many drugs that interact, this could create additional work for the physicians and the Health Department.</p>	Hans will check with Datacron before the next Board meeting to see how to deal with the drug interaction.
Hilltop Restaurant and Resort	<p>The Hilltop is allegedly being operated as a Bed and Breakfast.</p> <p>A department representative will be making a site visit to ascertain the exact nature of any operation to see if it falls under the Health Department's jurisdiction.</p>	Information

TOPIC	DISCUSSION	CONCLUSION
Lavern and Elaine Hadaway, Rushford, NY	<p>Ongoing problem of sewage discharge to ground surface at rear of owner's property onto adjacent neighbors property. Richard Haywood talked to Mrs. Hadaway. The County Attorney will pursue removing the Hadaways from the property if not rectified. Perk test holes will be done. After the Sanitary Code is officially filed, the Bureau of Environmental Protection will review right away. Tom Miner, Assistant County Attorney, will pursue under Article IV, Nuisance section of the sanitary code.</p> <p><u>John Nystrom made a motion that the Board of Health authorizes Tom Hull in his position as Deputy Public Health Director, to petition the Town of Rushford Justice to issue an eviction notice against Laverne and Elaine Hadaway, 9009 Main Street, Box 95, Rushford, NY 14777, violation of Section IV of the Sanitary Code for continued violation of sewage discharge to ground surface at rear of owner's property onto adjacent neighbors property.</u></p>	Motion carried.
Alfred Water Treatment Plant	Alfred Water Treatment Plant will do chlorination and dechlorination.	Information

<u>TOPIC</u>	<u>DISCUSSION</u>	<u>CONCLUSION</u>
Ken Skinner, Owner, The Country Store, Rushford, NY	<p>Warren Pomeroy brought up to the Board a concern he has regarding compliance check violation notices. An employee at The County Store in Rushford, owned by Ken Skinner, sold cigarettes to an underage person and was notified he was in violation of Article 13-7 of the New York State Public Health Law. This notification was made 3-1/2 months after the violation. Mr. Skinner did not like the time lapse between the time the violation occurred and when the Health Department issued the violation notice.</p> <p>Tom Hull, DPHD, explained that it has been department policy that these violation notices do not go out until all the compliance checks in the county are complete. The person who sold the cigarettes is not told at the time of the sale because the Health Department does not want to have a confrontation with that person. This is a position that the New York State Department of Health recommends and supports.</p> <p>Also, as has occurred in this and surrounding counties in the past, once it is known that compliance checks are being conducted, as occurs with the issuance of violation notices, word spreads among the area tobacco retailers, who are then unfairly prepared when a compliance check occurs. The compliance checks took three months to complete, and 7 out of 65 (10.8%) violated by selling a tobacco product to a minor.</p> <p>Tom Hull said that Mr. Skinner could contest the violation and take it to a hearing.</p>	It was decided that in the future, the Health Department would try to get the violations notices out one week after the compliance check.

<u>TOPIC</u>	<u>DISCUSSION</u>	<u>CONCLUSION</u>
Flu Vaccine	The Department has received part of its initial flu vaccine order. Information Flu vaccine has been delivered to all physicians who ordered vaccine through the Department.	
PHCP - Transportation	The Physically Handicapped Children's Program - Re: transportation - Social Services pays .31 cents/mile to non- family members and 9.6 cents/mile for family members to take children to appointments. PHCP does not pay for transportation.	Information
August Audit	<u>Dr. Nystrom made a motion to approve the August audit for \$162,929.79. Dr. Schierer second the motion.</u>	Motion carried. Audit approved.

<u>ACCOUNTS</u>	<u>AMOUNT</u>
A1601	\$150.00
A4010	26,616.44
A4011	50,841.62
A4035	3,443.72
A4040	39,209.45
A4046	3,429.52
A4051	341.91
A4056	11,825.60
A4060	25,809.18
A4071	1,243.50
A4083	18.85
TOTAL	\$162,929.79
A4011.409	\$690.00 (Refund)

<u>TOPIC</u>	<u>DISCUSSION</u>	<u>CONCLUSION</u>
Meeting Adjournment	<u>Dr. Schierer made a motion to adjourn the meeting and Dr. Graham second the motion.</u>	Motion carried.

NOT
APPROVED

NOV 23 1998

Allegany County Board of Health
Minutes of Meeting - October 22, 1998

Present: Board members Schwert, Coch, Pomeroy, Cudahy, Graham,
Schierer, Nystrom

Guests: Legislators Myers, Lucas, Heineman, Dibble
County Administrator Margeson

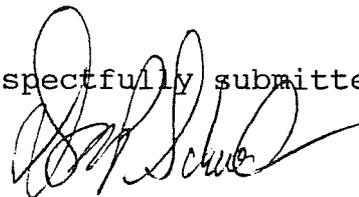
The meeting was called to order at 6:34 PM by Chairman Schwert. Upon a motion of Cudahy/Pomeroy, it was passed to move into executive session.

Topics: Discussion of ground rules for the interview of candidates for the position of Public Health Administrator.

Two candidates for the Public Health Administrator's position were interviewed.

At 8:50 PM upon a motion by Nystrom/Graham, it was passed to move out of executive session. Upon a motion of Schierer/Graham, the audit of the bills for October was passed. Meeting adjourned at 9:02 PM upon motion of Pomeroy/Cudahy. Passed.

Respectfully submitted,



David P. Schwert
Acting Secretary

John M.

**NOT
APPROVED**

NOV 23 1998

Allegany County Board of Health
Minutes of Meeting October 28, 1998

- Present: Board members Schwert, Coch, Pomeroy, Cudahy, Graham,
Schierer, Nystrom
- Legislators: Myers, Lucas, Heineman, Dibble
- County Administrator Margeson
- Personnel Director: Dutton

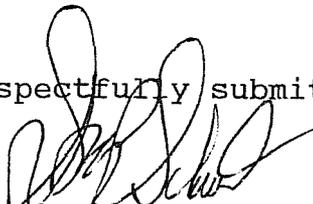
The meeting was called to order at 7:03 PM. Upon a motion by Pomeroy/Cudahy the meeting was moved into executive session. Passed. The agenda of the meeting was to interview two candidates for the position of Public Health Administrator.

Upon a motion by Cudahy/Nystrom it was moved to come out of executive session. Passed.

Upon a motion by Cudahy/Graham, candidates for the Public Health Administrator's position Fitzpatrick and Montero were eliminated from consideration. Passed.

The next meeting of the Board was scheduled for November 12, 1998 at 7 PM.

Upon a motion by Schierer/Pomeroy the meeting was adjourned. Passed.

Respectfully submitted,

David P. Schwert
Acting Secretary

NOT
APPROVED

NOV 23 1998

Allegany County Board of Health
Minutes of Meeting November 12, 1998

Present: Board members Schwert, Schierer, Cudahy, Nystrom, Graham,
Coch
Legislators Heineman, Lucas, Dibble
County Administrator Margeson
Director of Personnel Dutton

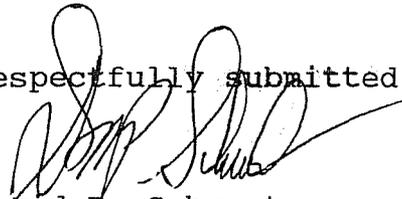
The meeting was called to order at 7:02 PM. Upon a motion by Nystrom/Pomeroy, the meeting was moved into executive session. The topic of the meeting was consideration of candidates for the position of Public Health Administrator. One candidate has withdrawn from consideration citing salary being offered and length of contract. The remaining candidate was discussed. Reference checks were discussed by Mr. Dutton. Board members listened to comments and suggestions offered by County Legislators present.

Upon a motion by Schierer/Nystrom, Barry B. Brogan was moved to be offered the position of Public Health Administrator beginning January 1, 1999 at a salary to be determined by negotiation with Mr. Margeson & Mr. Dutton. Passed unanimously.

It was decided that the December meeting of the Board should be on December 10, 1998 with a business meeting to begin at 6:15 PM followed by dinner at 7 PM.

A motion to adjourn was offered by Cudahy/Graham. Passed.
Adjourned at 8:47 PM.

Respectfully submitted,



David P. Schwert
Acting Secretary