

**NOT  
APPROVED**

**BOARD OF HEALTH  
MARCH 15, 1999**

**APR 13 1999**

**MEMBERS ATTENDING:** Timothy LaFever, Catherine Richmond, James Edmonston, DO, Willard Simons, DDS  
Siraj Siddiqui, MD, Leo Cusumano, MD, Ronald Truax

**ALSO ATTENDING:** Gary Odgen, Interim Public Health Director, Theresa Gaeta, Director of Patient Services,  
Tom Hull, Deputy Public Health Director, Pam Reynolds, Accountant, Teresa Claypool, Office  
Manager, Rose Burdick, Secretary to Public Health Director

<b>TOPIC</b>	<b>DISCUSSION</b>	<b>ACTION/ CONCLUSION</b>	<b>PERSON RESPONSIBLE</b>
Meeting called to order at 7:00 pm	The first gathering of the newly appointed Board of Health opened with introductions being made by all attending. Members of the Health Department staff briefly explained their roles in the department. Dr. Ogden explained some of the different services provided to the public by the Health Department such as home nursing visits, environmental health services, and children's services. He also explained the importance of the involvement of area physicians and dentists in Health Department activities and programs.	No action required.	
Miscellaneous	The importance of the Department receiving JCAHO accreditation and implementing "policies and procedures" within the Department was explained	For informational purposes.	

Filling vacant positions	The first order of business this Board will have is to choose a Public Health Director. The Medical Director has also resigned. This position will have to be filled. The Board will also have to decide upon their president, vice president, and other representation.	Appropriate information on the applicants for the Public Health Director will be sent to the members of this Board for their information and consideration.	
Approval of bills	There was brief discussion on the approval of the Health Department's bills and when this Board could meet.	A decision was made to meet on the 4 <sup>th</sup> Thursday of every month to conduct business. Ron Truax will take care of March bills through Human Services.	
Clinic schedule	Dr. Simons requested that a clinic schedule be sent to his office.		
	There being no further business to discuss at this time, the meeting was adjourned at 8:30 pm.  Respectfully submitted, Teresa Claypool		

BOARD OF HEALTH  
APRIL 22, 1999

**NOT APPROVED**

**MAY 14 1999**

MEMBERS ATTENDING: Ronald B. Truax; Catherine W. Richmond; Timothy LaFever; James H. Edmonston, DO; Willard L. Simons, DDS PC; Siraj Siddiqui, MD and Leo Cusumano, M.D.

ABSENT: William Coch, M.D.

ALSO ATTENDING: Gary W. Ogden, M.D., Interim Public Health Director, Rose Burdick, Secretary to Public Health Director

TOPIC	DISCUSSION	ACTION/CONCLUSION
Meeting called to order at 7:10 P.M.	Loretta Casey-Sotherden, Coordinator of the Southern Tier Tobacco Awareness Coalition, which involves Allegany, Chemung, Schuyler and Steuben Counties, did a presentation re "Environmental Tobacco Smoke: Public Health Issue." STTAC is a grant based coalition funded by the American Stop Smoking Intervention Study for Cancer Prevention (ASSIST) and the New York State Department of Health. Loretta noted that out of the 40,000 to 60,000 effected with second hand smoke, 3,000 get cancer.	The BOH would like Loretta to give a presentation to the Human Services Committee in the near future.
Approval of Minutes	Catherine Richmond made a motion to approve the March 15, 1999 minutes and Tim LaFever second the motion. Motion passed.	Minutes accepted as written.
Smoking Ban	A motion was made by Catherine Richmond that, effective immediately, to place a ban on smoking in the County Building and any other County-owned property, including County-owned vehicles. Dr. Edmonston second the motion.  The Board then requested that Ronald Truax convey to the Human Services Committee that they unanimously support the initiation of legislation that would impose a County-wide ban on smoking in buildings that are publicly accessible.	Motion passed unanimously.  Information will be taken to the Human Services Committee by Ronald Truax

Interview Process for Public Health Director	The Board discussed how the interviewing process would proceed regarding the Public Health Director's position, including what questions to ask. Two candidates will be interviewed on Monday, May 3, 1999, and the third candidate will be interviewed after the next Board of Health meeting on Thursday, May 27, 1999.	Questions were established and the process of interviewing has been decided.
WIC & ACDOH	<p>The Health Department is looking to fuse with WIC and make our clinics a "one-stop shopping." The "one-stop shopping" would include Enhanced Medicaid, Child Health Plus, WIC, Immunizations, Well Child Development Screenings, Family Planning, Prenatal Nutrition, Presumptive Medicaid, etc. WIC has 1,400 people - half of these people are eligible for Medicaid. This will be a great resource for us. Currently, we are looking at "one-stop-shopping" in Fillmore, Canaseraga, Houghton, Belfast, Wellsville, Bolivar, Friendship and Cuba. We are looking to be up and operating by June 1, 1999.</p> <p>Also looking at changing the hours of the clinics so they are more easily available to working people.</p>	<p>The Health Department is looking to be up and operating by June 1, 1999.</p> <p>Still in the discussion stage.</p>
Evaluations of Employees	Dr. Ogden is looking to do evaluations of Health Department employees based on each employees job description and grade.	Will start evaluations after June 1, 1999.
JCAHO Accreditation	The Health Department is aiming for the year 2000 to be accredited by JCAHO (Joint Commission on Accreditation of Healthcare Organizations).	Working on Policies and Procedures required for accreditation.
Election of Officers	<p>Dr. Edmonston made a motion to elect Ronald Truax as the President of the Board of Health and Tim LaFever second the motion.</p> <p>Dr. Edmonston made a motion to elect Catherine Richmond Vice-President of the Board of Health and Dr. Siddiqui second the motion.</p>	<p>Motion passed unanimously.</p> <p>Motion passed unanimously.</p>

Advisory Committee	The Advisory Committee is going to be the three physicians, James H. Edmonston, DO, Siraj Siddiqui, MD and Leo Cusumano, M.D.	Information
Audit	Ronald Truax made a motion to approve the April, 1999 audit and Willard Simons second the motion.	Motion passed unanimously.
Weekend Nurses	The Health Department is going to have the week-end nurses work three to four days instead of two, especially important since many nurses take off during the summer for vacation and are always short-handed. (Either a Friday and/or Monday attached to the assigned weekend on-call.)	Information
Adjournment	Dr. Edmonston made a motion to adjourn the meeting at 9:22 P.M., and Dr. Siddiqui second the motion.	Motion carried unanimously.
Next BOH Meeting	The next regular meeting of the Board of Health will be Thursday, May 27, 1999, at 7:00 P.M., in the Jury Room.	

**NOT  
APPROVED**  
JUN 7 1999

**BOARD OF HEALTH**  
MAY 27, 1999

**MEMBERS ATTENDING:** R. Truax; C. Richmond, S. Siddiqui, MD, L. Cusumano, MD, J. Edmonston, DO, T. LaFever, W. Coch, MD

**ABSENT:** W. Simons, DDS

**ALSO ATTENDING:** G. Ogden, MD, R. Burdick, T. Hull, V. Gaeta, P. Reynolds, T. Claypool

TOPIC	DISCUSSION	ACTION/CONCLUSION	PERSON RESPONSIBLE
Meeting called order at 7:00 pm.			
Approval of minutes		On motion from Cathy Richmond, and second from Leo Cusumano. Motion carried.	
Administrative Hearing	Tom Hull present this Board with details on the hearing Health Department vs. Grele Court Mobile Home Park. This Park had two repeat violations. Mr. Hull recommended that the hearing officers findings and recommendations with the following exception; increase fine to at least \$100 instead of the \$80 recommended by the hearing officer. The respondent has 15 days to appeal. The Health Department's main concern is to have the water samples taken.	After discussion a motion was made by Leo Cusumano, MD to amend the hearing officers recommendation of fines to <u>\$50/violation</u> ; due by June 30 <sup>th</sup> , 1999. For each day after the due date, an additional \$10/day will be attached per violation, with the Department's having the option of revoking their permit if non-compliant. Tim LaFever second the motion. Motion carried.	Mr. Hull will draw up the order.
Home Care/Long Term/Public Health statistics	Vicky Gaeta reported that there were 9 Well Child Clinic held in the first quarter with 21 attending; 5 Adult Assessment Clinics with 16 attending; 23 Immunization Clinics with 833 doses given (83 newborns); Blood Pressure clinics 20 with 193	No action. Informational	

	<p>attending. There were 7 Family Planning Clinics held in January with 105 visits; February – 9 clinics with 139 visits; and March – 8 clinics with 134 visits. Pap clinics were 3 in the first quarter with 22 attending. The Department is looking to start a pap clinic in the Houghton area on a trial basis. In the first quarter there were 24 referrals to the Long Term Program, 18 of which were admitted, with 13 discharged. In Home Care there were 308 referrals, 173 admitted and 159 discharged, with a census of 350. Referral have been received from hospitals both in the county and outside the county, physicians, nursing homes, and other counties. Communicable disease stats report 25 referrals with 18 confirmed as cases.</p>		
Partnership	<p>The Health Department has started a partnership with the WIC Program. The clinics will be full service clinics. All needs of the clientele can be receive; immunizations, physical examinations, etc. This will result in the Health Department no longer holding Well Child clinics and Immunization clinics. They will be able to receive these services at the partnership clinics. Dr. Coch expressed the need of children's dental clinics. Dr. Ogden explained that this, in fact, is in the works. A clinic is being planned in Wellsville, and Cuba is working on the same.</p>	No action. Informational	
Accountants Report	<p>The Accountant's Report for the month ending May 31, 1999 was distributed to Board members for their information. It was explained that Medicare revenue has not been received appropriately due to a problem with the billing</p>	No action. Informational.	

	<p>system. It is felt by Datacron that our server is full, not allowing information in the system to appropriately calculate information. Debbie Button has ordered the server and it is expected very soon.</p> <p>It was reported that the department's CPA's were in to prepare the Cost Report. They reported no major problems.</p>		
Audit of Claims	<p>The Board was given the monthly bills for review. The total was \$209,931.60. Sixty of which is 1998 accounts payable. All 1998 outstanding bills have now been paid.</p>		
Sliding Fee Scale	<p>Dr. Ogden distributed a sliding fee scale to members for review and approval.</p>	<p>Upon motion from Dr. Edmonston, second by Dr. Siddiqui, motion carried.</p>	
Adjournment	<p>There being no further regular business to come before the committee, it was adjourned at 8:00 pm.</p> <p>Respectfully submitted, Teresa Claypool</p>		

## ALLEGANY COUNTY DEPARTMENT OF HEALTH

Accountant's Report For the Month Ending May 31, 1999

Account	Budgeted	YTD Expense	Current Expense	Total Expenses	% Used YTD
1185 Med. Exam	39,650	5,518	-0-	5,518	14%
4410 Public Health	910,542	234,507	30,344	264,851	29%
4011 Traditional	1,331,938	385,928	88,114	474,042	36%
4035 Family Plan	110,717	25,732	7,623	33,355	30%
4037 Lead	7,350	442	2,575	3,017	41%
4040 Long Term	726,364	157,542	45,609	203,151	28%
4046 P.H.C.P.	55,000	5,730	825	6,555	12%
4051 Tobacco	5,000	-0-	-0-	-0-	0%
4052 IHAP/CWSN	7,473	25	179	204	3%
4053 Hep B	7,500	5,179	-0-	5,179	69%
4054 Rabies	250	-0-	-0-	-0-	0%
4056 Immunization	273,632	8,337	4,458	12,795	5%
4060 E. I.	230,785	64,020	22,466	86,486	37%
4071 Breast Health	4,846	3,296	679	3,975	82%
4082 5 A Day	3,092	-0-	-0-	-0-	0%
4083 Healthy Heart	28,980	6,294	7,000	13,294	46%
<b>TOTALS</b>	<b>3,743,119</b>	<b>902,550</b>	<b>209,872</b>	<b>1,112,422</b>	<b>30%</b>

*Ramona J. Reynolds 5/27/99*

**ALLEGANY COUNTY DEPARTMENT OF HEALTH**

**Accountant's Report For the Month Ending May 31, 1999**

<b>Account</b>	<b>Revenues Rec'd YTD</b>
1185 Med. Exam	3,375
4419 Public Health	168,854
4011 Traditional	363,507
4035 Family Plan	7,277
4037 Lead	17,388
4040 Long Term	396,183
4046 P.H.C.P.	2,244
4051 Tobacco	-0-
4052 IHAP/CWSN	-0-
4052 Hep B	900
4054 Rabies	-0-
4056 Immunization	229,012
4060 E. I.	47,653
4071 Breast Health	93
4082 5 A Day	-0-
4083 Healthy Heart	16,339
<b>TOTALS</b>	<b>1,252,825</b>

*Pamela S Reynolds 5/27/99*

Administrative Hearing - April 29, 1999

Health Dept. Vs. Mary Lou Patton; Grele Court Mobile Home Park; Alfred Station, NY

Respondent found in violation of 2 sections of the New York State Sanitary Code concerning operation of a public water supply (PWS).

1. Failure to test for bacteriological quality
2. Failure to submit operation reports

Fine assessed - \$40 per violation. Total of \$80

The above 2 violations were repeat violations from previous testing and reporting period.

\* Mary Lou Patton did not attend hearing. Dave Jimerson, son of Respondent, was notified of hearing and stated he would attend. He did not attend.

\* There have numerous been PWS violations concerning Mrs. Patton and the operation by her or her family of this mobile home park. Respondent and Mr. Jimerson have been repeatedly told of PWS operation responsibilities by health department staff.

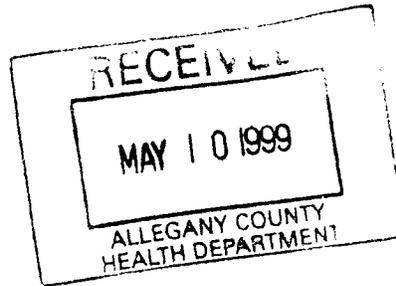
\*\* Recommend approval of Hearing Officers findings and recommendations with following exception; increase fine to at least \$100 (\$50 per violation). Issue Board of Health Order to this effect to Mrs. Patton.

Note - Upon receipt of Order, Respondent has 15 days to submit a written appeal to the health department. If an appeal is received, it is addressed at the next regularly scheduled Board meeting. The Respondent or a representative may appear before the Board on that date, if requested and the Board agrees, to present their arguments on the appeal.

Results of Administrative Hearing before  
Robert G. Bubbs, Administrative Hearing Officer 4/29/99

Docket Nos. 99-005 & 99-006

Allegany County Department of Health  
-vs-  
Mary Lou Patton



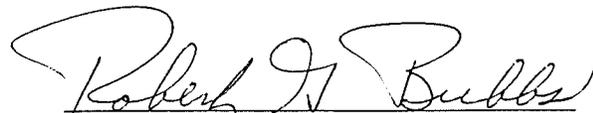
Mr. Thomas E. Hull, Deputy Public Health Director, appeared for the Department of Health and was sworn. Neither the respondent, nor a representative of hers, appeared. Mr. Hull testified as follows: The Notice of Petition and Administrative Hearing, dated April 13, 1999, is true and correct. The respondent was offered a stipulation, with a \$20.00 fine on each violation and did not respond. The Park is on a quarterly testing and reporting schedule for the public water supply. The respondent did not monitor and/or report to the Health Department for the quarters of 7/1/98 - 9/30/98, 10/1/98 - 12/31/98, and 1/1/99 - 3/31/99. Mr. Hull stated that he had a recent telephone conversation with one David Jimerson, son of the respondent, and he stated that he is now operating the mobile home park and public water supply. He was advised to attend the 4/29/99 hearing.

A water sample was taken 4/25/99 and tested negative for contamination.

Hearing Officer's Finding: Respondent was in violation, as cited, for the following periods: 7/1/98 - 3/31/99, for failure to submit the required quarterly water system operation reports, and 10/1/98 - 3/31/98, for failure to test the water for bacteriological quality. These, respectively, constitute violation of 10NYCRR, Part 5, Sub-Part 5-1, Section 5-1.72(c), and 10NYCRR, Part 5, Sub-Part 5-1, Section 5-1.52, Table II.

Recommendation: Order compliance with statutes by June 7, 1999 and order a \$40.00 fine for each violation for a total of \$80.00 to be reviewed by the Allegany County Department of Health by June 7, 1999.

MAY 6, 1999  
Date

  
Robert G. Bubbs  
Administrative Hearing Officer

ALLEGANY COUNTY DEPARTMENT OF HEALTH FAMILY PLANNING

SLIDING FEE SCALE 1999

Family size	6 0%	5 20%	4 40%	3 60%	2 80%	1 100%
1 Wkly Mthy	0 - 158 0-687	159- 198 688- 858	199- 238 859- 1030	239-277 1031-1202	278-317 1203-1373	318 & up 1374 & up
2 Wkly Mthy	0-213 0-922	214-266 923-1152	267-319 1153-1383	320-372 1384-1613	373-425 1614-1843	426& up 1844&up
3 Wkly Mthy	0-267 0-1157	268-334 1158-1446	335-400 1447-1735	401-467 1736-2024	468-534 2025-2313	535&up 2314&up
4 Wkly Mthy	0-321 0-1392	322-401 1393-1740	402-482 1741-2088	483 -562 2089-2435	563-642 2436-2783	643 &up 2784&up
5 Wkly Mthy	0-375 0-1627	376-469 1628-2033	470-563 2034-2440	564 -657 2441-2847	658-751 2848-3253	752&UP 3254&UP
6 Wkly Mthy	0-430 0-1862	431-537 1863-2327	538-644 2328-2795	645-752 2796-3258	753- 859 3259-3723	860 &up 3724&up
7 Wkly Mthy	0-484 0-2097	485-605 2098-2621	606 -726 2622-3145	727 - 847 3146-3669	848-968 3670-4193	969 &up 4194&up
8 Wkly Mthy	0-538 0-2332	539-673 2333-2915	674-807 2916-3498	808-942 3499-4080	943-1076 4081-4663	1077 &up 4664 &up
each additional person	0-55 0-235	56 -68 235-294	69-82 295-353	83-95 354-411	96-109 412-470	110 & up 471 & up

revised 4/5/99 Percentage of maximum fee based on family income and size

references: Federal poverty guideline ( Mar 18,1999)

Based on yearly income divided by 52 for weekly income and 12 for monthly income

visit type	6 0%	5 20%	4 40%	3 60%	2 80%	1 100%
initial exam	FREE	11.00	22.00	33.00	44.00	55.00
annual exam	Free	6.00	12.00	18.00	24.00	30.00
supply visit	Free	3.00	6.00	9.00	12.00	15.00
Oral contra per cycle	Free	2.00	4.00	6.00	8.00	10.00
Diaphragm	Free	5.00	10.00	15.00	20.00	25.00
Cont.jelly per tube	Free	2.00	4.00	6.00	8.00	10.00
Condoms 40/visit	Free	2.00	4.00	6.00	8.00	10.00
Depo-Provera	Free	7.00	14.00	21.00	28.00	35.00
Azithro-mycin..	Free	2.00	4.00	6.00	8.00	10.00
Slippery stuff lubric.	Free	1.50	3.00	4.50	6.00	7.50

**BOARD OF HEALTH**  
**July 21, 1999**

**NOT  
APPROVED**

**MEMBERS ATTENDING:** R. Truax, C. Richmond, L. Cusumano, MD, J. Edmonston, DO, T. LaFever

**ABSENT:** W. Simons, DDS, S. Siddiqui, MD, W. Coch, MD

**ALSO ATTENDING:** G. Ogden, MD, R. Burdick, T. Hull, V. Gaeta, T. Claypool

**AUG 4 1999**

TOPIC	DISCUSSION	ACTION/CONCLUSION
Meeting called to order at 7:00 pm		
Approval of minutes		On motion from J. Edmonston, and second from T. LaFever. Motion carried.
Review of Department Activities Staffing	G. Ogden reported that the Department is very busy. There is a staffing shortage at this time. The Department is hiring temporary help; and are advertising for weekend nurses..	
2000 Budget	The budget for 2000 is complete with a 7% increase. It should be noted that what is submitted is not necessarily what will be approved by the County Legislature	
OASIS Implementation	The Department has received notification that "OASIS" has now begun, with a submission due in August.	
New Server	The Department has a new server in operation. The systems operate slower than we would like.	R. Truax states that a T1 line is in the works. This will make things run faster.
Legal issue	The Board was update on the arrest of one of the department's employees. It is being handled as an internal matter, with questions referred to either the County Administrator or the County Attorney.	
Children's Services	Children's Services continue to grow. Contracts are complete and uniform.	
Educators	The Department has two Public Health Educators. T. Moore is busy working the County Fair this week, and H. Evans is being oriented in the Family Planning	

	Program. The family planning program is almost up to recommended staffing.	
Medicare	The problem in the software billing program for Medicare has been solved. The Medical Records Computer Operator is busy submitting back billing from February 1999.	
Environmental Health Public Water	A hearing will be scheduled for the Hume-Sanford was supply. They have not responded to notices sent. The Board was updated on the Canaseraga Water Supply. The chlorinator has been fixed. A new spring has been dug, which could possibly be used exclusively. The well could be used as a back up supply. R. Haywood, Sanitarian, has been taking samples of their supply.	
Rabies	The first half of 1999 shows 8 rabies submissions. So far in July there has been 9 submissions.	
Investigation of complaint	A complaint received on Mike's Sundae Drive was investigated. The findings were; there was no improper handling procedures.	
Cancer cases	The Department was asked if the number of cancer cases in a certain area in Wellsville could be related to the water supply. Upon investigation, it was found that there is no problem with the water supply. It was stated that the radon level in this area has been found to be high.	

<p>Health Department vs. Grele Court Mobile Home Park Update</p>	<p>The parties involved were to respond to the order by June 30<sup>th</sup>, with additional fines after this date if no response was received. T. Hull stated he waited until the 2<sup>nd</sup> or 3<sup>rd</sup> of July before contacting the County Attorney to take the next step in this action. The party involved called him and was reminded of the fines involved. An agreement was worked out where if he sent a check within a few days no further action would be taken. It was suggested to Mr. Zimmermann that a Mr. Hagger be contacted to take the water samples for his establishment, which could alleviate any further problems.</p>	
<p>Nursing Update OASIS</p>	<p>T. Gaeta informed the Board that she has met with T. Claypool regarding setting up the processes for data entry of information on OASIS forms. A plan has been developed.</p>	
<p>Immunization meeting</p>	<p>T. Gaeta attended an Adult Immunization Coalition meeting. As the flu season is approaching, the coalition will focus of these inoculations. News releases will be published throughout Western New York. The department will set up their flu clinic schedule. In 1998, 2600 shots were given. The department would like to double this amount for 1999, and be present in every community throughout the county. The department involved business throughout and will do this again in 1999.</p>	
<p>Family Planning</p>	<p>The new Public Health Educator has been here two weeks. She has contacted the school districts asking them to allow the "Baby Think It Over Dolls" in their schools. Out of 12 districts, 11 responded with one declining. The department will be holding a class at Moonwinks inviting 2 individuals from each school district. They will receive the same education that the kids will be receiving. The schools will provide us with statistics that can be used in our program reports.</p>	

Statistics	The Board was provided with numbers for admissions, discharges, etc for Home Care, Long Term, Communicable Disease, STDs, etc.	
Jail nurse	Judy Buckwalter has been assigned to the Jail. She is trying to get a handle the services needed there and is working very closely with the Administrative staff there. All the nursing staff will be given a full orientation for working on the jail floor. Sessions of extensive training have been set up. Fifteen extra slot will be open for other health care providers.	
Clinic schedule	C. Richmond asked if the department's clinic schedule is included in the papers. V. Gaeta informed the Board that the schedule is sent to the papers approximately a week and a half to two weeks before the beginning of the month. The papers will then include in their paper anytime in that two weeks, but only once. The department would like to start talking to the local media, newspapers and radio stations, to work out some kind of arrangement for advertising Health Department activities.	
<b>ELECTION OF OFFICERS</b>	President, Ronald Truax Vice President, Catherine Richmond	On motion from J. Edmonston, and second from L. Cusumano. Motion carried.
<b>AUDIT OF CLAIMS</b>	Monthly bills totaling \$158,935.86 were submitted for Board review.	On motion from L. Cusumano, and second from C. Richmond. Motion carried.
<b>EXECUTIVE SESSION</b>	This session was held to discuss the Public Health Director position.	
<b>ADJOURNMENT</b>	There being no further business to come before the committee, meeting adjourned at 8:30 pm.  Respectfully submitted, Teresa Claypool	

BOARD OF HEALTH

JUNE 24, 1999

Room 8

**NOT APPROVED**  
AUG 26 1999

Members Attending: Ronald B. Truax, President; Cathy Richmond, Vice-President; Siraj Siddiqui, MD; James H. Edmonston, DO; Willard L. Simons, DDS PC; Leo Cusumano, M.D.; Timothy LaFever and William Coch, M.D., Medical Advisor

Also Attending: Gary W. Ogden, Interim Public Health Director

Guests: John Margeson, County Administrator; Dale Dutton, Personnel Officer

TOPIC	DISCUSSION	ACTION/CONCLUSION
Meeting called to order at 7:13 P.M.	Meeting called to order by Ronald Truax, President	
Approval of Minutes	Minutes of the May 27, 1999 meeting were approved.	Minutes approved
Audit	The audit was approved as submitted.	Approved
Executive Session 7:28 P.M. - Discussion of Public Health Director Candidates	Went into executive session where two applicants for Public Health Director were rejected for further consideration. The third candidate was acceptable to all present, provided Dale Dutton, Personnel Officer, can obtain personal references which are satisfactory to all, and John Margeson, County Administrator, will contact the appropriate Regional Office of the New York State Department of Health for further references.	Dale Dutton, Personnel Officer, will check personal references on third candidate and John Margeson, County Administrator, will check with appropriate Regional Office of NYSDOH for references.
Meeting Adjourned		

**NOT  
APPROVED**

MINUTES OF THE MEETING  
BOARD OF HEALTH  
HUMAN SERVICES

**SEP 14 1999**

September 2, 1999

MEMBERS ATTENDING: T. LaFever, C. Richmond, J. Edmonston, S. Siddiqui, L. Cusumano, R. Truax  
R. Heineman, S. Meyers, W. Dibble

ALSO ATTENDING: J. Margeson, J. Walchli, W. Coch, G. Ogden

CALL TO ORDER

This joint meeting was called to order at 7:05 pm by President Truax.

PUBLIC HEALTH DIRECTOR POSITION

This special meeting was called to discuss the Public Health Director position open in the Health Department. The Board of Health informed Human Services of their decision to reject all applicants for the position. They also informed the committee that at their last meeting they voted unanimously to appoint Gary Ogden to the position. Dr. Ogden agreed to accept a six year term.

Individuals spoke their feelings on this decision. John Margeson spoke of his experience with the department. The department has returned to working together without the animosity of previous years. Mr. Margeson highly recommends Dr. Ogden to the position.

Dr. Coch told of the advantages of a physician in this position. The department needs someone for their TB and Family Planning clinics, and for Home Care.

Dr. Ogden was asked his feelings on all this. He stated that he feels the department runs very well, although there are issues that the department should be pursuing, such as JCAHO accreditation. He feels there is a need for the development of community health education and the development of service clinics.

The committees asked to meet without Dr. Ogden present to discuss this appointment. After considerable discussion Mr. Margeson and Mr. Truax were asked to privately discuss with Dr. Ogden the specifics of his appointment. (salary, appointment term).

A motion was made by Legislator Heineman, and seconded by Legislator Dibble to accept the recommendation of the Board of Health to appoint Gary Ogden to the Public Health Director position for a six year term. This motion was carried.

A press release will be done within the next few days.

ADJOURNMENT

There being no further business the meeting was adjourned at 8:10 pm.

Respectfully submitted,  
Teresa Claypool

BOARD OF HEALTH  
AUGUST 26, 1999

SEP 16 1999  
**NOT APPROVED**

Members Attending: Ronald B. Truax, President; Catherine Richmond, Vice-President; Siraj Siddiqui, M.D.; James Edmonston, DO; Willard Simons, DDS;  
Timothy LaFever and William Coch, M.D., Medical Advisor

Absent: Leo Cusumano, M.D.

Also Attending: Gary Rice, candidate for PHD position; John Margeson, County Administrator; Gary W. Ogden, Interim Public Health Director; Tom Hull, Deputy Public Health Director; Vicky Gaeta, Director of Patient Services; Pam Reynolds, Accountant; Rose Burdick, Secretary to PHD; and guests of BOH members and ACDOH staff attended.

Approximately 7:00 P.M., the Board of Health met with Gary Rice, candidate for the Allegany County Department of Health's Public Health Director's position.

In regular session, the audit for August was reviewed and approved.

Management staff addressed their concerns regarding the Public Health Director's position with the Board of Health.

Board went into executive session.

Board returned to regular session.

Catherine Richmond made a motion to appoint Gary W. Ogden, M.D., Public Health Director of the Allegany County Department of Health. Dr. Siraj Siddiqui second the motion. Motion carried unanimously.

Meeting was adjourned.

**NOT  
APPROVED  
SEP 30 1999**

MINUTES OF THE MEETING

BOARD OF HEALTH

September 23, 1999

MEMBERS PRESENT: Ronald Truax, President  
Catherine Richmond, Siraj Siddiqui, MD, Timothy LaFever, Leo Cusumano, MD

ABSENT: James Edmonston, DO; Willard Simons

ALSO ATTENDING: Thomas Hull; Theresa Gaeta; Rose Burdick

CALL TO ORDER

The meeting was called to order at 7:02 pm by President Truax.

MINUTES

The minutes of September 2, 1999 and August 26, 1999 were approved with a motion from Cathy Richmond, and second from Tim LaFever. The July 21, 1999 minutes were amended as follows:

Health Department vs. Grele Court...It was suggested to Mr. Jimerson that a "Ms." Hager be contacted to take the water samples..... Dr. Siddiqui moved on these minutes as amended, with Cathy Richmond seconding. Motions carried.

ENVIRONMENTAL HEALTH ISSUES

A hearing was held on August 18, 1999 for Allegany County Health Department vs. Dana Potter. Mr. Potter did not appear at the hearing. Mr. Potter has not submitted monthly Water Operation Reports for July 1998, March 1999, and May 1999. Mr. Potter had already paid fines related to July 98 and March 99; and was cited for failure to submit the Water Systems Operation Report for May 1 – May 31, 1999. Tim LaFever moved to accept the hearings officers recommendation for \$100 fine payable to the Allegany County Department of Health by October 13, 1999; with a per diem fine of \$10 per day to begin if payment is not received or Mr. Potter does not appeal the order, by that date. Dr. Siddiqui seconded this motion. Motion carried.

Mr. Hull provided the board with two sets of "Policies and Procedures". The first number EH-1 is in reference to Enforcement Actions and Fine Schedules for the Correction of Public Health Violations. The second, numbered EH-2 referenced Public Water Supply-Significant Non-Compliance Enforcement Actions. These were provided for Board review and will be addressed at the next Board of Health meeting.

There was brief discussion regarding a complaint of an individual's septic system in Alfred. Mr. Hull updated the Board and states the individual has until October 1 to provide the Health Department with the name of a contractor and proof of a down payment for work on his system.

There was also discussion on the recent Ecoli 0157:H7 outbreak at the County Fair in Washington. Mr. Hull feels that eventually Children's Camps, and MHP parks will have to disinfect their systems, as all agricultural fairs within the state that have their own water supplies must now do.

## PUBLIC HEALTH

Theresa Gaeta spoke to the Board about the scheduled Flu Clinics. The schedules were distributed to the members for their information. The Department will be holding 17 public clinics. Three new sites were added this year (Almond, Houghton, and Andover). The cost is set at \$5.00. We will bill Medicare for those who have this coverage. A representative from Medicare is coming on Monday, September 27<sup>th</sup> to install a program for Flu Clinic billing. This will make the process of billing much less time consuming. Flu clinics are also going to be held at fire departments, schools, industries, and health fairs.

On Tuesday, September 28<sup>th</sup>, the Department will hold it's "Baby Think It Over Shower" at Moonwinks. Ms. Gaeta, Helen Evans, and Theresa Moore attended the School Nurse Dinner at Jones Memorial Hospital. Ms. Evans told those gathered of the "shower". It was found that a lot of the nurses did not know of this event, but were very interested in attending and would be making arrangements to attend.

Arrangements have been made with Erie County Department of Health for two special training sessions. The first, "Overview of HIV Infection", will be held on September 29 and September 30. This course is designed to give the participant a basic understanding of HIV infection and AIDS. The second, "HIV Test Counselor", will be held Oct 19-21; and November 16-18. This three day course is designed to introduce participants to the knowledge and skills necessary to provide quality HIV test counseling consistent with New York State requirements. All the nursing staff will be attending, along with the supervisors. School nurses, guidance counselors, and ARC personnel, are among others that will be attending. All the programs will be held at Moonwinks Restaurant.

The Allegany County AIDS Task Force is again up and running.

## OTHER BUSINESS

Ms. Richmond stated that she and Dr. Edmonston had a conversation related to promoting the Health Department and Public Health issues. It was suggested to discuss specific issues on a regular basis in the local newspapers or having a spot on the radio. She also expressed the need to go after grants available to the Department. In response, it was mentioned that Dr. Ogden has been looking and has applied for available grants. Mr. Hull stated that the Department has considered developing a Health Department newsletter. Also mentioned, was the resumption of the Department's "marketing committee". Everyone was in agreement on the topic of promotion.

## ADJOURNMENT

There being no further business to be presented before this Board, the meeting was adjourned at 7:45 pm.

Respectfully submitted,  
Teresa Claypool

MINUTES OF THE MEETING

BOARD OF HEALTH

December 6, 1999

NOT  
APPROVED

DEC 13 1999

MEMBERS PRESENT: C. Richmond, T. LaFever, Dr. Simons, Dr. Siddiqui,  
Dr. Cusumano

ABSENT: Dr. Edmonston

ALSO ATTENDING: G. Ogden, T. Gaeta, T. Hull, P. Cockle, R. Burdick

CALL TO ORDER

The meeting was called to order by Cathy Richmond at 7:00 pm.

APPROVAL OF MINUTES

The minutes of October 28, 1999 were approved with a motion from T. LaFever and second from Dr. Simons. Motion carried.

SMOKING RESOLUTION

The resolution approved by the Human Services Committee was discussed at length by this Board. The only change in the smoking policy is the addition of no smoking in county vehicles. Offices still can be designated as smoking areas if individuals in those offices all agree. The ventilation system is one that re-circulates the air. There were complaints of smoking done outside near entrance ways. The public with medical problems, such as ashma, do enter the building. Being subjected to cigarette smoke could potentially effect their health. This resolution does not answer the point of the law. A representative from this Board will attend the December 13, 1999 Board of Legislators meeting to express the Board of Health's feelings in this matter.

NEW BUSINESS

The Health Department will be pursuing and bringing issues/ideas to this Board for the coming year. Dr. Ogden invites the Board to express their ideas on public health. There are definite areas shown in the Community Health Assessment that need to be addressed. Six priority areas the assessment identified were dental health, self inflicted injuries and suicide, cancer screening and behavior modification, adolescent and teenage pregnancy, childhood diseases (age 0-4); and unintentional injuries.

A hearing was held on November 30, 1999 in regard to Nancy's North Star Saloon & Grill's failure to submit July 1 – September 30, 1999 water sample as required. Nancy Ashcraft, the respondent did not appear at the hearing. Previous to that, she was notified and given the opportunity to sign a stipulation and pay a \$50.00 fine. There has been no contact from Ms. Ashcraft. She has been cited and has paid fines in the past for the same violation. The hearing officer's recommendation is as follows: "Order a \$200.00 fine for the repeat violation payable by 12/20/99. Order compliance with the statute by 12/20/99. If not in compliance by 12/20/99, order immediate revocation of the permit to operate the business." The Board discussed this briefly, with a suggestion that those non compliant, have notice of their violation published in a newspaper. The individuals in violation should know in advance that their violations could be published. The Department should check with the County Attorney for the legality of doing such a publication. Dr. Simons moved to approve the recommendation, with T. LaFever seconding, and motion carried. Compliance date was set at 12/31/99.

The Board briefly discussed a septic system in Wellsville that failed shortly after a sanitary survey was done. It was determined the Health Department was not at fault.

The policy and procedure, EH-3, Sanitary Surveys, was approved by the Board of Health with a motion from T. LaFever, and second from Dr. Siddiqui. Motion carried.

Mr. Hull provided this Board with policy and procedure, EH-4, referring to Minimum Requirements for Semi-Annual Inspection and Maintenance of Aerobic Digester Septic Systems in Allegany County for review. This will be discussed at the next board meeting.

Mrs. Gaeta informed the Board of three nurses retiring. Two new individuals have been hired and it is believed they will work out very well. The Department was actually "over staffed" according to the number of positions on record with Personnel, for a time. The County Legislature is adamant on not increasing the numbers working for the County. Dr. Ogden states that the Home Health Agency stands on its own, with no cost to the County.

The "Baby Shower" was discussed. V. Gaeta stated that it went very well. There were approximately four districts that were unable to attend, but the Department will be getting together with them after the first of the year. There was a lot of positive feedback, with more babies lent out after the shower.

Helen Evans, Family Planning Public Health Educator, is doing a good job in getting out into the communities. The Department may have to increase clinics because of this.

Mrs. Cockle told of the completion of the 2000 – 2001 Family Planning Grant. The base grant totals \$157,798 plus \$36,000 one time monies and \$15,000 from the Federal government.

The Department requests permission to increase the following rates being charged for services. They would like to make these rates retroactive to November 1, 1999. They have not been increased in several years and are needed to keep in line with their rates of reimbursement for Medicaid and Medicare.

<u>Service</u>	<u>Current Charge</u>	<u>New Charge</u>
Nursing	\$72	\$78
Speech	\$85	\$95
Physical Therapy	\$85	\$95
Occupational Therapy	\$85	\$95
MSW	\$120	\$150
HHA	\$28	\$30

A motion to approve these rates was made by Dr. Simons, and seconded by T. LaFever. Motion carried.

The S<sup>2</sup>AY Rural Health Network sliding fee scale was presented to the Board. The Allegany County Health Department would like to use this scale and asks for Board approval. After brief discussion, Dr. Simons moved to approve the sliding fee scale, with Dr. Siddiqui seconding. Motion carried.

#### OTHER BUSINESS

Wellsville is pursuing monies to start a dental clinic. Cuba's clinic is scheduled to start by February 1<sup>st</sup>.

#### ADJOURNMENT

There being no further business, the meeting was adjourned at 8:00 pm.

Respectfully submitted,  
Teresa Claypool