

**MINUTES OF THE MEETING
BOARD OF HEALTH
JANUARY 25, 2001**

MEMBERS ATTENDING: Ronald Truax, President; Catherine Richmond, Vice-President; Timothy LaFever; Willard Simons, DDS PC; Siraj Siddiqui, M.D.

OTHERS PRESENT: Gary W. Ogden, M.D., C.M., Public Health Director; Tom Hull, Deputy Public Health Director; Vicky Gaeta, Director of Patient Services; Pamela Cackle, Accountant; Norilyn Patrick, Family Planning Nurse Practitioner; Theresa Moore, Public Health Educator; Rose Burdick; Secretary

MEMBERS ABSENT: James Edmonston, DO; Leo Cusumano, M.D.

CALL TO ORDER: President Ronald Truax called the meeting to order at 7:00 P.M.

APPROVAL OF MINUTES: Catherine Richmond made a motion to approve the December 28, 2000 minutes and Dr. Simons seconds the motion. Motion carried.

GARY W. OGDEN, M.D., C.M., PUBLIC HEALTH DIRECTOR:

- Catherine Richmond made a motion to approve the HIV Prevention Policy and Procedures Manual and Tim LaFever seconds the motion. Motion carried.
- Public Health Advisory Council – Dr. Ogden will address the Legislators at an upcoming Board meeting to discuss the formation of a Public Health Advisory Board that will be composed of fifteen citizens. Each legislator will appoint one citizen to the Council insuring the geographical representation of all districts in Allegany County. Among this Council's responsibilities will be to report significant public health concerns to the Board of Health.
- WIC (Women, Infants and Children) Permanent Site (Unit I, 3460 Riverside Drive, Wellsville, NY) – USDA has approved a renovation project at the Riverside Drive site at a cost of \$20,000. Project should be completed some time in April.
- Satellite Office for ACDOH (54 Schuyler Street, Belmont, NY) – the property has been sold and the cost for rent is expected to rise.
- School-Based Health Centers – Darlene Bainbridge, RN, CPHQ, CEO, Cuba Memorial Hospital, is applying for a grant to sponsor Article 28 Primary Care Clinics in the Belfast and Friendship schools. The clinics will offer drug & alcohol counseling, dental hygienist, vision care, etc.

TOM HULL, DEPUTY PUBLIC HEALTH DIRECTOR/ENVIRONMENTAL DIRECTOR:

- Randall Clark – Cindy’s Kitchen Restaurant – Change of ownership; no further action required.

VICKY GAETA, DIRECTOR OF PATIENT SERVICES:

- Flu Update – The Health Department has given 2,054 does of flu vaccine to date. This is significantly lower than last year. There is one more flu vaccine clinic in Almond next week. The NYS Lab delivered flu vaccine to the Health Department this afternoon; assume it is extra vaccine. Vicky will check with Chuck Wiley of the NYS Lab to confirm.
- Staffing – One nurse has been off all week due to pneumonia. Nurses are busy due to case intensity, number of referrals, paper work, deadlines, and impact of OASIS and PPS (Perspective Payment System). Have been working on revising forms that will hopefully help in expediting nursing documentation. 3M/Datacron, (we use their Home Care billing software), is testing clinical documentation module that will hopefully eliminate a great deal of the paperwork for nurses. However, we have no idea of how long they are going to pilot it, when it will be available and the training required prior to use, etc. Our laptops have been upgraded to accommodate the new software.
- Flu – The first case of confirmed influenza was in Erie County last Thursday (1/18/01). First case in State of New York. To date, we have not received any calls regarding any concerns/suspicious of flu.
- SPHN (Supervising Public Health Nurse) – Change of duties for one SPHN. She will be assigned to all aspects of arranging for and any changes which follow for PCA (Personal Care Aids), PDN (Private Duty Nursing) and HHAs (Home Health Aids). She will be the sole communicator with the licensed agencies and their central point person. Obviously, in her absence, the other SPHNs will necessarily fill in/take over her duties. She will also screen all incoming referrals for home care and subsequent referrals. This will streamline and expedite the whole process of care delivery. This same SPHN will screen for insurance coverage, obtain all prior approvals, and will do the continued required follow-up with insurance company(s). It will absolutely be necessary to continue the overlap of all three SPHNs as has been done in the past.

PAM COCKLE, ACCOUNTANT:

- Health Department received notification from the United Government Services that the Interim audit of the 1999 Cost Report will result in a settlement of \$54,900.

- Revised Sliding Fee Scale – went over changes on the Sliding Fee Scale from last year. Dr. Siddiqui made a motion to approve the revised Sliding Fee Scale and Catherine Richmond seconds the motion. Motion passed.
- The 2000 books will be closed out by February 1, 2001.
- The December audit was reviewed and approved.

NORILYN PATRICK, FNP:

There are no significant changes in the Family Planning Policies and Procedures Manual. The Manual has been brought up to current levels. Once a year, Dr. Ogden as Medical Consultant and the President of the Board of Health have to sign off on the Manual.

THERESA MOORE, PUBLIC HEALTH EDUCATOR:

- Theresa presented the Public Health Education Annual Report -January 1, 2000 – December 31, 2000 (see attached).

AUDIT:

- Dr. Simons made a motion to approve the January audit and Tim LaFever seconds the motion. Motion passed.

MEETING ADJOURNED:

With no further business to discuss, the meeting was adjourned at 8:00 P.M.

Respectfully Submitted,
Rose Burdick

*** The next Board of Health meeting will be Thursday, February 22, 2001, at 7:00 P.M., in Room 8.**

**MINUTES OF THE MEETING
BOARD OF HEALTH
FEBRUARY 22, 2001**

MEMBERS ATTENDING: Ronald Truax, President; Timothy LaFever; Willard Simons, DDS
PC

OTHERS PRESENT: William Dibble, Legislator, District III; Gary W. Ogden, M.D., C.M.,
Public Health Director; Thomas Hull, M.S., Deputy Public Health Director; Vicky Gaeta, BSN,
MSN, Director of Patient Services; Pam Cockle, Accountant; Lori Ballengee, Supervising Public
Health Educator (WIC); Rose Burdick, Secretary

MEMBERS ABSENT: Catherine Richmond, Vice-President; Siraj Siddiqui, M.D.; Leo
Cusumano, M.D.; James Edmonston, DO

CALL TO ORDER: President Ronald Truax called the meeting to order at 7:05 P.M.

GARY W. OGDEN, M.D., C.M., PUBLIC HEALTH DIRECTOR:

- The Annual Report was given to the Board of Health.
- Working toward automation with the nursing staff. Most of the nurses have their laptops back. The nursing policies and procedures have been downloaded on all the laptops. We will be getting Clin-doc from Datacron (3M) and will be loaded on the laptops hopefully within the next six months.
- Daniel Guiney, County Attorney, will speak to the Board in the near future regarding legal authority of the Board of Health.
- Performance measures in public health

LORI BALLENGEE, SUPERVISING PUBLIC HEALTH EDUCATOR:

- The WIC program has been under the Allegany County Department of Health since December 2000. Approximately thirteen stores in Allegany County accept WIC. At the present time, there are no stores in Canaseraga or Whitesville that accept WIC. Finished first fiscal quarter. WIC is getting ready to automate – looking at June 25th. Also working on the sign outside the new building on Riverside Drive.
- Lori reviewed the attached information regarding the WIC Program.

TOM HULL, DEPUTY PUBLIC HEALTH DIRECTOR:

- **James Mead**, Peet Avenue, Town of Willing – Nuisance Complaint. Found to be in violation of Article IV, Section 3.1 of Allegany County Sanitary Code.
Recommendation: Order a \$50.00 fine to be paid no later than March 2, 2001. If first 5 mobile homes are not brought up to agreed upon requirements (secured against entry) by February 22, 2001, order condemnation and placarded. Order a \$10.00 per diem fine if \$50.00 fine not paid by March 2, 2001.

Order that sixth mobile home be dismantled and removed by March 16, 2001. If not done by then, order a \$10.00 per diem fine until done. Placard and condemn this structure.

No action will be taken until the March Board of Health meeting.

- **Robert Wildman**, Main Street, Whitesville, NY – Did not attend hearing. Found in violation of Article IV, Section 3.1, Subsection 3.3.1 of the Allegany County Sanitary Code.
Recommendation: Order that the dumpster be emptied of garbage and any other debris found in the area disposed of according to code. Order a \$200.00 fine payable by March 2, 2001. If disposal of garbage and/or payment of fine not made by date proscribed, order \$10.00 per diem fine until all conditions are met.

No action will be taken until the March Board of Health meeting.

VICKY GAETA, DIRECTOR OF PATIENT SERVICES:

- Immunizations – In compiling and review of the 2000 stats for the annual report, could not help but notice that the total number of immunizations administered for 2000 is only about 324 short of being three times greater than the total number of immunizations administered for 1999. This figure does not include any flu vaccine administration. This is a significant increase in immunizations that I wanted to be sure it was brought to our attention. This increase in immunizations, in addition to the continued changes and implementation of changes for OASIS and the preparation and implementation of PPS reflects an incredible job done by our same amount of nursing staff field/clinic nurses and nursing administration.
- Part of the reason for the increase in immunizations is that it is mandatory for 7th graders to have had the Hepatitis B series. There is now a student population between 3rd and 6th grade that the Health Department is trying to get caught up on the Hepatitis B series. Vicky predicts the number of immunizations to climb. Stating primarily due to new and every changing requirements for school entrance and attendance but also being the convenience our clinics offer, our nursing staff are very user friendly, they provide education and take the time to discuss problems during the clinic visit.

- A new vaccine prevnar (pneumococcal vaccine) – Allegany County Department of Health, may in the near future have to be offered to infants/young children. Varicella (chicken pox vaccine) for children may be mandatory in the near future, possibly for kindergarten entrance in 2003, however, this is not firm at this time.
- Home Care Update – Continues to be extremely busy.
- TB Grant – all but \$1,500 - \$1,800 was spent out of \$24,000 or so.

OTHER TOPICS OF DISCUSSION:

Lead Program – The Health Department will continue the lead program. From testing conducted by County physicians last year, there were no reports of elevated blood-lead levels. The lead program is funded through a State grant, and is used for a part-time lead technician, printing materials, postage, mailings, newspaper articles, follow-up and lead tracking, etc. The Health Department has an XRF machine that is used for environmental studies when checking for lead in paint.

PAM COCKLE, ACCOUNTANT:

- Working on Lead Grant (\$40,000) that starts April 1, 2001.
- Mailed the Immunization Action Plan, funding is up \$5,000 to \$30,400.
- Working with Accountants on several different projects.
- State Auditor is in and out. Very busy.
- There is an issue with one of our insurance companies (Univera) and this has been referred to Daniel Guiney, County Attorney.

- PPS under Medicare is going well. Georgia Long working hard on getting final claims sent in. Revenue coming in quicker. Fifteen wraps rejected due to ICD9 issues. Ninety percent of denials are ICD9 coding.

- New form for monthly reconciliation. Pam is working with the clerks.

- Audit – Expenses for January are \$213,680.12. \$22,685 expenses paid out of 2000. Everything now clear for 2000. Can do year-end report. The audit will be formally approved at the March Board of Health meeting when there is a quorum.

MEETING ADJOURNED:

With no further business to discuss, Dr. Simons made a motion to adjourn the meeting and Tim LaFever seconds the motion. Motion passed. Meeting adjourned at 8:00 P.M.

Respectfully submitted,
Rose Burdick

***The next Board of Health meeting will be Thursday, March 22, 2001, at 7:00 P.M., in Room 221.**

WOMEN, INFANTS AND CHILDREN (WIC) PROGRAM

The WIC Program came under the auspices of the Health Department on August 1, 2000. Lori Ballengee, Master's Degree in Public Health, was hired in May to develop the program and hire staff. Three clerical staff, a Registered Nurse Program Coordinator, a Registered Nurse Nutritionist and a Registered Nurse Breast-feeding Coordinator were hired by July 15, 2000.

In September, WIC had **1,070** participants enrolled, with **944** actually participating and picking up checks. We had a no-show rate of **11.77%**. We had **23** breast-fed infants.

In October, we had **1,126** participants enrolled, with **930** actually participating. We had a no-show rate of **17.40%**. We had **25** breast-fed infants.

In November, we had **1,115** participants enrolled, with **950** actually participating. We had a no-show rate of **9.87%**. We had **31** breast-fed infants.

In December, we had **1,088** participants enrolled, with **1,077** actually participating. We had a no-show rate of **6.6%**. We had **30** breast-fed infants.

Enrollment decreased because we had to eliminate the participants that had moved and not notified us, transferred to another WIC Program or been terminated by the State for non-participation. However, our participation has been steadily increasing while our no-show rate is steadily decreasing. This means that more people are actually using the program and participating. We have approximately 750 families enrolled in the Allegany County Department of Health WIC Program. Our breast-fed infant rates are also steadily rising now that we have an experienced, enthusiastic Breast-feeding Coordinator.

UPDATE SINCE DECEMBER, 2000

The Monthly Count for January was **1,134** enrolled and **1,092** participating. We had a no-show rate of **3.70%**. We had **44** breast-fed infants.

Our Breast-feeding Coordinator has initiated a Peer Counseling Program for Breast-feeding mothers. It is experienced breast-feeding mothers who are willing to help and teach new breast-feeding mothers. They have had an introductory meeting and will continue to recruit counselors on an on-going basis.

We are also going to implement a Vendor Training for all WIC vendors in Allegany County. It is a mandatory training for vendors with follow-up "inspections" done periodically throughout the year.

Respectfully submitted,
Lori Ballengee, MS
Public Health Education Supervisor

**MINUTES OF THE MEETING
BOARD OF HEALTH
MARCH 22, 2001**

MEMBERS ATTENDING: Ronald Truax, President; Timothy LaFever; Siraj Siddiqui, M.D.; Leo Cusumano, M.D.

OTHERS PRESENT: Gary W. Ogden, M.D., C.M., Public Health Director; Thomas Hull, M.S., Deputy Public Health Director; Vicky Gaeta, BSN, MSN, Director of Patient Services; Pamela Cockle, Accountant; Helen Evans, Reproductive Health Educator; Rose Burdick, Secretary

MEMBERS ABSENT: Catherine Richmond, Vice-President; James Edmonston, DO; Willard Simons, DDS PC

CALL TO ORDER: President Ronald Truax called the meeting to order at 7:00 P.M.

APPROVAL OF MINUTES: Tim LaFever made a motion to approve the January 25, 2001 and February 22, 2001 minutes and Dr. Leo Cusumano seconded the motion. Motion carried.

GARY W. OGDEN, M.D., C.M., PUBLIC HEALTH DIRECTOR:

Health Department is exceedingly busy. Most Department employees are overworked and burdened with programs, documentation, fiscal responsibility, etc. Enormous changes are taking place.

Dan Guiney will be coming to the Board meeting in May to talk about the general powers of a Board of Health.

In the future, Dr. Ogden would like to see the Board develop policies, give priorities and set direction – more pro-active.

TOM HULL, DEPUTY PUBLIC HEALTH DIRECTOR:

James Mead – Nuisance Complaint. February 16, 2001 – Secure Trailers: Completed. March 16 – Tear down and remove derelict trailer – not done. Order \$50.00 fine + \$10.00/diem fine for every day past March 16th that the trailer remains. Tim LaFever made a motion to accept the recommendation of the Hearing Office regarding the fine and if the trailer has not been removed by the next Board meeting on April 26, 2001, the Health Department will contract with someone to remove the trailer on our behalf and charge the owner. Dr. Siraj Siddiqui seconded the motion. Motion carried.

Robert Wildman – Nuisance Complaint. March 2, 2001 – Empty dumpster and dispose of garbage – no compliance to date. Order \$50.00 fine + \$10.00/diem fine for every day past March 2nd that garbage remains. Dr. Leo Cusumano made a motion to accept the recommendation of the Hearing Officer regarding the fine and if by the next Board meeting on April 26, 2001, the dumpster has not been emptied, the Health Department will contract with someone to act on our behalf and Mr. Wildman will be billed. Tim LaFever seconded the motion. Motion carried.

Robert & Sandra Sheehy – Sewage discharge to surface of ground. Appeal of Board of Health Order dated February 6, 2001 to correct problem by April 13, 2001. The appeal was received on February 22, 2001, the date of the previous Board meeting. Tom Hull with Dan Guiney, Allegany County Attorney, reviewed the appeal that day. The Board's February meeting was also on that date, but the appeal could not be reviewed, discussed and voted on, as a quorum was not present. Therefore, the appeal was reviewed at this Board meeting. After discussion, Tim LaFever made a motion to deny the appeal and require the Sheehy's to abide by the original Order, but to extend the date for compliance with the Order from April 13, 2001, to May 1, 2001, due to the delay in reviewing the appeal and responding back to the Sheehy's. Dr. Leo Cusumano seconded the motion. The Board then voted on the motion, which was passed 4-0.

West Nile Virus – Planned Activity for 2001. Passive surveillance: information to physicians, hospitals, veterinarians and collection/submission of dead birds (crows, other corvids) for testing. Mosquito surveillance around high-risk areas, such as, nursing homes, athletic fields, etc. Will look into Regional approach (WNY) with Erie County Department of Health to act as Lead Agency.

Pesticide Notification Laws Issue – Tom will check with other areas that use a registry to find out how it works and let Ron Truax know. It would be a voluntary registry. People who sign up for the Registry would be notified when commercial pesticide applicators are applying chemical pesticides.

VICKY GAETA, DIRECTOR OF PATIENT SERVICES:

Reproductive Health Program – Received \$39,000 one-time grant money to set up permanent sites. We have two sites in mind. \$33,000 will be divided between the two sites –(\$15,000 cost for Alfred site and \$18,000 for Wellsville site).

Home Care and Public Health Updates were not reported on at this meeting.

Nursing continues to be very, very busy.

Well Child clinic in Belmont – looking at first quarter report – only 2 people attended; will eliminate clinic. Vicky is planning to work with WIC to incorporate a Well Child into its Program.

Immunizations continue to be busy at the school sites. Public schools - 415 people served, with 492 services delivered.

Adult Assessment Clinics – first quarter 21 people utilized the service.

William P. Brooks Hose Company, Inc., Fillmore, NY – Before Brooks Hose would sign its contract, they wanted a paragraph inserted stating that the Health Department would accept all responsibility for any/all accidents/incidents that may result from snow/ice covered parking areas, sidewalks and entrances. Daniel Guiney, our County Attorney, did not want the Health Department to assume this type of liability. Since we have only seen 19 people in three months, it was recommended that Fillmore Immunization Clinic, based once a month at Brooks Hose Company, be discontinued due to decreased use.

Staffing – One nurse off because of personal illness for one week and another part-time nurse off due to family illness for the last two weeks.

Professional In-service and Dinner – Tuesday, May 15, 2001, at Moonwinks. Presenting on Hepatitis A, B and C. A pharmaceutical company will pick up the expense. Vicky would like the Board of Health to participate. Invitations will be sent out. Will also request that “Save the Date cards” be sent in advance of the formal announcement.

PAM COCKLE, ACCOUNTANT:

Has been very busy. State Auditor, Bill Rokenbrod, was in on Friday, March 16th. He met with Dr. Ogden and Pam - all went well. Bill will be back again next month.

Pam and Teresa Claypool attended a meeting in Rochester on PPS sponsored by HCFA and UGS. What they learned at the meeting has been implemented.

Medicare pays 60% initially. Once services are complete, Medicare recoups initial payment of 60 %, then turns around and pays 100%.

John Kropski, our accountant from Buffalo, likes what Georgia is doing. Cash flow is not a problem at this time. Still too early to tell the full effect of PPS on the Agency.

There was a problem with Univera. Pam contacted our County Attorney, Daniel Guiney, and he sent a letter to Univera. Since that time two checks have been received.

Pam has been working with Datacron (3M) regarding allowances and write-offs. She would like to have them separate. An E-Mail was sent to David Dorrance, Public Health Director in Madison County, who is using Datacron’s Clin-Doc and is also head of the User Group, requesting that the User Group ask for separate columns for allowances and write-offs.

Pam went over the ACDOH financial reports (see attached) for CHHA and LTHHCP from January 1999 through December 2000.

Computers – there was some discussion regarding the purchase of new computers for the nurses.

Audit – Tim LaFever made a motion to approve the February audit and Dr. Leo Cusumano seconded the motion. Motion carried.

March audit for \$190,109.92 was approved.

Mileage checks will be sent to Board members for last year and this year to date.

HELEN EVANS, REPRODUCTIVE HEALTH EDUCATOR:

Helen presented a report on Reproductive Health Education (see attached).

Wise Guys-Male Responsibility Conference – March 26 & 27, 2001. Mr. Rick Brown, Coordinator for the Greater Greensboro Family Life Council, was the presenter for this conference. The Wise Guy Training is a male focused curriculum for ages 9-19. We are co-sponsoring with Cattaraugus and Chautauqua Counties. This will be used as a train-the-trainer.

Youth Speak Out – Wednesday, March 28, 2001. Funded by the Allegany-Western Steuben Health Network. The theme this year is “Survival – The Teen Series!” Mr. Rick Brown, Coordinator for the Greater Greensboro Family Life Council, was the keynote speaker. Thirteen (13) school districts will be attending. Sue Myers, Legislator, District II, will be on the Professional Panel. Sheri Saker will give a peri-prenatal message. Norilyn Patrick, our Nurse Practitioner, contraception and clinical information, Deb Aumick, Youth Bureau, Director & Teen Parents. For the first time there will be a teen father and teen mother that will talk about parenting.

“What Would Compassion Look Like in HIV/AIDS?” - Funeral home directors and faith leaders conference – Jones Memorial Hospital, May 15, 2001.

Dr. Ogden would like to start focusing on a male reproductive health program and have a male health clinic. A Male Nurse Practitioner has agreed to help staff the clinic.

Teen Walk-in has been very successful.

MEETING ADJOURNED:

With no further business to discuss, Dr. Leo Cusumano made a motion to adjourn the meeting and the motion was seconded by Tim LaFever. Motion carried.

- **The next Board of Health meeting will be Thursday, April 26, 2001, at 7:00 P.M., in Room 8.**

Respectfully submitted,
Rose Burdick

NOT APPROVED

Allegany County Board of Health

April 26, 2001

Minutes

The regular meeting of the Allegany County Board of Health was called to order at 7:02 P.M. by President Ronald Truax, in Room 8 of the Allegany County Office Complex, on April 26, 2001.

Members Present were Catherine Richmond, RN; Leo Cusumano, MD; Siraj Siddiqui, MD and Timothy LaFever.

Others present were Gary W. Ogden, MD, Public Health Director; T. Victoria Gaeta, RN, DPS; Lori Ballengee, Sup. PHE; Theresa Moore, PHE; Mr. Ron Ballengee, Coordinator Allegany County Tobacco Awareness Coalition.

Minutes were read and approved without correction.

Reports:

Public Health Director: Dr. Ogden discussed the recent difficulties in getting the new Family Planning sites approved by the Board of Legislators and their imposition of the need to create a Professional Advisory Board for the Family Planning Program. The members of the program will participate, bylaws will be established and meetings will be started. The purpose of the Board is to maintain a developmental assets approach to reproductive health.

Director of Patient Patient Services: Vicky proposed a new sliding fee scale for the Family Planning Program and reported on the activities of the program, the location of the new sites and the proposed days of opening. All programs in the division are busy.

WIC Program: Lori Ballengee, Supervising PHE, reported on the WIC Program. A written report is attached. The program is running successfully, and they will be moving to the new site soon.

PHE Report: Theresa Moore gave the 1st Quarter Public Health Educators Report. A written copy is attached.

Tobacco Awareness Coalition: Theresa introduced Mr. Rod Ballengee, the Coordinator of the Allegany Coalition: County Tobacco Awareness Coalition, to explain the program, its work plan and budget. Mini grants have been offered for tobacco cessation programs. A three county (Chautauqua, Cattaraugus, Allegany) effort is underway, funded by New York State, to function over the next five years.

Old Business:

One Environmental Health issue is outstanding and will be considered at the May Board meeting.

New Business:

Acceptance of the new sliding fee scale was moved by Cathy Richmond and seconded by Dr. Cusumano. Motion carried. A copy will be sent to the accountant for incorporation into billing procedures.

The audit was circulated for Board consideration. Tim LaFever moved its acceptance, with a second by Dr. Siddiqui. Motion carried.

Adjournment:

Having no further business, the meeting was adjourned at 7:55 PM. The next meeting will be May 24, 2001, at 7:00 P.M., in the Legislative Chambers.

Submitted by,
Gary W. Ogden, M.D., C.M.
Public Health Director

NOT APPROVED

Allegany County Board of Health

May 24, 2001

Minutes

The regular meeting of the Allegany County Board of Health was called to order at 7:07 P.M. by President Ronald Truax, in Room 221 of the Allegany County Office Complex, on May 24, 2001.

Members Present were Ronald Truax, President; Siraj Siddiqui, MD; Leo Cusumano, M.D.; James Edmonston, DO; Willard Simons, DDS.

Others Present: Gary W. Ogden, M.D., C.M., Public Health Director; Edgar Sherman, Chairman, Board of Legislators; William Dibble, Legislator, District III; Daniel Guiney, County Attorney; Tom Hull, M.S., Deputy Public Health Director/Director of Environmental Health; Vicky Gaeta, BSN, MSN, Director of Patient Services; Donna Baschmann, Quality Assurance Coordinator; Pam Cackle, Accountant; Rose Burdick, Secretary.

Members Absent: Catherine Richmond, Vice-President; Timothy LaFever

Approval of Minutes: Dr. Cusumano made a motion to approve the minutes without correction and Dr. Siddiqui seconded the motion. Motion carried.

Daniel Guiney, County Attorney, spoke about the powers of the Board of Health. Topics included the power of the Board of Health to adopt and amend the ACDOH Sanitary Code. The Board enforces the Sanitary Code and has power to suppress nuisances and anything that threatens or places a person's health or safety in danger. The Board's duties are statutory as are the tools to enforce them. Other powers of the Board of Health were also discussed.

Tom Hull, Deputy Public Health Director/Director of Environmental Health:

Respondent Brenda Cook – Brenda's Home Cookin', Wellsville – Failure to take required water sample for bacteria: Oct – Dec 2000. Repeat violation. Also, failure to take required water sample for nitrate for year 2000. Violation notices were sent. Respondent failed to show for a Hearing on May 1, 2001.

Hearing Officer's recommendation was for \$200 Fine for Bacteria Violation and \$100 for Nitrate Violation. Payment to Health Department by date proscribed by BOH. If compliance not attained, order an additional \$10/diem fine until both are paid in full. If tests were done and reports available – send to Health Department by same date. If not received by date given, add a \$10/diem fine until received. Also, owner/operator is delinquent in completing and returning

Disinfection Waiver Application to Health Department (application form has been sent twice). Order Respondent to identify someone other than herself as the "Designated Operator in Responsible Charge" of the water system by same date. If not complied with by date given, add a \$10/diem fine until compliance achieved. Dr. Simons made a motion to fine Brenda Cook a total of \$200, plus a \$10/diem fine if she does not comply with the Order. Brenda has 15 days from date she receives the letter to reach total compliance or appeal the BOH Order. Dr. Siddiqui seconded the motion. Motion carried.

Robert & Sandra Sheehy, Riverside Drive, Wellsville – Sewage discharge to surface of ground. Silsby's next door neighbors (Sheehys) have cut and capped the sewer line from Sheehy's septic system. Sewage still weeping into/onto Silsby property. Robert and Sandra Sheehy made an appeal to the Board of Health Order of Compliance by May 1, 2001. The Board of Health executed the appeal. Sheehys have still done nothing to correct the problem. Dan Guiney stated that the next step would be to take Robert and Sandra Sheehy to court and have the Order enforced.

James Mead, Jr., Peet Avenue, Wellsville – A mobile home at the site of his former trailer park was not dismantled and disposed of as Ordered in February 2001. Mobile home has been placarded by the Health Department as "Condemned", per Order. A motion was made by Dr. Simons for the Health Department to contract to have the mobile home removed if the cost was less than \$500.00 and take Mr. Mead to Small Claims Court to recover the cost. Tom Hull is to notify James Mead, Jr., that the Health Department intends to follow this course of action. Dr. Edmonston seconded motion. Motion carried.

Robert Wildman, Main Street, Whitesville – Nuisance Complaint. Mr. Wildman is in Florida. Property is part of his mother's estate. Property was up for sale at recent auction. Tom will check to see if property was sold at auction. Dr. Edmonston made a motion that if the property was not bought at auction, and we have cleaned up the property, we will go to Small Claims Court to recover costs. Dr. Simons seconded the motion. Motion carried.

Sanitary Code Article – Regulation of Tattooing and Tattoo Shops – The County Attorney and the Board believe these regulations should be placed in the ACDOH Sanitary Code. Tom will finalize the regulations to be placed in the Sanitary Code and send them to the County Attorney and the Board to look over before our next meeting in June.

Vicky Gaeta, Director of Patient Services:

Immunizations – Last month Vicky reported there has been a decrease in utilization of clinics. The Fillmore Immunization clinic has been closed per the BOH's request due to low utilization. There was concern from one of the Legislators regarding the closing, but the Board felt due to the low utilization it should remain closed.

The Wellsville Immunization clinic is very busy and most always requires four nurses. Vicky would like to have available more immunization clinics in Belmont and expand the hours the clinic is open. If clinics held at our "home site" are not busy/poorly attended, at least the nurses are able to work in their office on paper work.

The Health Department is exploring a partnership with the WIC Program for purposes of reviewing immunization records and making sure all immunizations are updated and timely. A major state-wide Public Health initiative is to have 90% of children fully immunized before entering kindergarten.

Baby Visits – Health Department used to visit new Moms for their first born baby and/or high risk baby. This has not been done in a long time. All contacts are now done by telephone, if at all. Vicky will be developing a “new baby” home visit program. This program would aid in reaching another identified population in need, thus also meeting more of our expected Public Health Initiatives. Proposals will be put together to present at Nurse Staff Conference to see if there are any nurses who would like to volunteer with these efforts. This Program would have nurses go into the home to do teaching in such areas as nutrition, smoking cessation program (Fresh Start Family Program), normal growth and development, etc.

Hepatitis C – There was a dinner/program on Hepatitis C at Moonwinks Restaurant, on May 16, 2001. 57 people were in attendance out of a possible 75. This program, at no cost to us, was sponsored by the Erie County Department of Health, CDC funded project: Viral Hepatitis Integration Program, for the Western New York region, in conjunction with Schering Pharmaceuticals. Dr. James Corsanti was the keynote speaker and Greg Balzano, Community Health Program Manager, NYSDOH, also spoke. The presenters and the pharmaceutical rep were all very pleased with everything. This program was a success and we would like to do another in the future.

Family Planning Sites – Norilyn Patrick, Vicky and support staff visited the Alfred site. The renovations are coming along nicely. This will be a good site for the TB Program clinics as well as other services.

Staffing – Full staffing at present. A part-time nurse is back from her leave of absence from sick leave, one will be off for six to eight weeks beginning June 29th. Over the summer seven nurses will be off at most any given time and the scheduling will be very difficult. Temporary and part-time nurses will be used to help cover. An ad has been placed in the paper for additional recruiting.

Pam Cockle, Accountant:

There are 54 employees on the payroll. Pam has finished an analysis of spending and it looks good through April. The largest increase is under Public Health activities (\$66,000). This is due to insurance, personnel and educational costs. CHHA has increased \$12,000. Early Intervention expenses are also up. Received Osteoporosis Grant at a total of \$25,700. The osteoporosis machine (at a cost of \$14,300) has arrived and was paid for through the grant. Patricia McGee, NY State Senator, helped the Health Department obtain the grant.

The State Auditors and McGladrey & Pullen, LLP (formerly Freed, Maxick) have been working with Pam on the Cost Report for fiscal year 2000 – will have final figures next month.

Home Care Medical Services (HCMS) – we are having problems with reports. The update is here. Installation of the “Clinical Documentation” software is scheduled for June 20th and the following week is the training for the nurses (June 25th). Hopefully, that will take care of any problems we are having.

Human Services Committee approved Special Ed software. This software will bring revenue back into the county quicker.

A new Coordinator for the Physically Handicapped Children’s Program is Deborah Smith, R.N. Deb will start on June 4th.

Pam is busy with State Aid.

Spending for May is \$225,888.79. Dr. Simons made a motion to approve the May audit and Dr. Edmonston seconded the motion. Motion carried.

The Board members will be receiving their mileage checks shortly.

Pam has been appointed to a Task Force for the User Group to work with 3M on issues.

Donna Baschmann, Quality Assurance Coordinator:

Donna presented a draft of the “Quality Improvement Program 2001” (see attached) to the Board. This has been through the Professional Advisory Committee; however, it still needs revision on the mission statement. The Board will review and bring to the meeting in June. At this time, it will be brought up for a vote.

Two Early Intervention policies (Confidentiality-Access to and Disclosure of Personal Health-Related Information and Ongoing Service Coordination attached) were handed out to the Board for their review and will be up for approval at the next Board meeting in June.

The first quarter “Quality Improvement Quarterly Summary, Home Care Agencies (see attached) was passed out and discussed.

The next meeting of the Board of Health will be Thursday, June 28, 2001, at 7:00 P.M., in Room 8 of the County Office Building. The Board has decided there will be no meeting in July.

Meeting adjourned at 8:25 P.M.

Respectfully submitted,
Rose Burdick

Allegany County Board of Health

June 28, 2001

Minutes

NOT APPROVED

President Ronald Truax, in Room 8 of the Allegany County Office Complex, called the regular meeting of the Allegany County Board of Health to order at 7:00 P.M. on June 28, 2001.

Members Present were Ronald Truax, President; Catherine Richmond, Vice President; James Edmonston, DO and Timothy LaFever.

Others Present: William Dibble, Allegany County Legislator, District III; Thomas Hull, M.S., Deputy Public Health Director/Director of Environmental Health; Vicky Gaeta, BSN, MSN, Director of Patient Services; Donna Baschmann, Quality Assurance Coordinator, Rose Burdick, Secretary to PHD.

Members Absent: Siraj Siddiqui, MD; Leo Cusumano, M.D. and Willard Simons, DDS.

Approval of Minutes: Dr. Edmonston made a motion to approve the minutes without correction and Catherine Richmond seconded the motion. Motion carried.

Donna Baschmann, Quality Assurance Coordinator : Dr. Edmonston made a motion to approve the Allegany County Department of Health, Division of Nursing, Home Care Agencies, Quality Improvement Program 2001 with minor changes. Catherine Richmond seconded the motion. Motion carried.

Dr. Edmonston made a motion to approve the Ongoing Service Coordination and the Confidentiality-Access to and Disclosure of Personal Health-Related Information Policies and Procedures. Timothy LaFever seconded the motion. Motion carried.

Tom Hull, Deputy Public Health Director/Director of Environmental Health:

- Brenda Cook/Brenda's Home Cookin' – Closed for 1-1/2 days. Resolved after Closure Order. Paid fine and filled out paperwork.
- Robert Wildman/Whitesville – Nuisance situation corrected by new property owner. Dumpster no longer on property.
- Robert & Sandra Sheehy – All information has been given to Daniel Guiney, County Attorney. Ronald Truax will talk to the County Attorney regarding the situation.
- James Mead, Jr. – A mobile home at the site of his former trailer park has not been dismantled. Gave Mr. Mead an additional 15 days to dismantle the mobile home, with no

results. The County Attorney has been advised of the situation. Ronald Truax will speak with County Attorney.

- Regis & Raptis/Texas Hot – Two Food Service Violations; \$100.00 in outstanding fines. The fine is due on Monday, July 2, 2001.
- Cathy Faulkner/Riverside Mobile Home Park – Possible citing for unpermitted operation and public health hazards. Also, has not paid permit fee.
- Ray and Linda Hunt/Lin-Ray Cinema – possible citing for unpermitted operation (food service). Theater has snack bar and is required to be permitted. Have until Monday, July 9, 2001 to get permit or be cited.
- Tattoo/Body Piercing Regulation – New Article V to ACSC; make local law also. County Attorney suggested local County law to regulate body piercing. The Board will review the proposed Article and make any changes before presenting to the Human Services Committee.
- West Nile Virus – 3 crows have been sent in; 2 have come back negative and one report has not been received back as yet.

Vicky Gaeta, Director of Patient Services:

- Home Care Stats – 49 Long Term Patients. 60 referrals, 32 admissions and 42 discharges. Traditional – total of 550 referrals. 89 Less cases than a year ago. 294 admissions, 34 less than last year. Because of the case intensity, no notice of the numbers being down.
- Both new and revised Policies and Procedures are continuing to be introduced at a rapid pace.
- On June 14th the State Surveyor was here for the post survey follow-up. The Plan of Correction was completed today and will go out in tomorrow's mail.
- Summer Vacation Nursing Staff Coverage - Two part-time RNs have already started; a third will be starting on Monday, July 9th.
- Nurses will be at the fair to do blood pressures and osteoporosis screening.
- Dresser Rand had a health fair in addition to Public Health education displays, and we provided seracult screening.
- Total of nine people were tested for AIDS on National HIV Testing Day (June 27, 2001) – NYSDOH feel that 9 being tested for AIDS is significant for a rural area.
- Flu vaccine has been ordered, the vaccine will be late again this year. Two months ago, Vicky ordered a small supply from General Injectables, the cost is almost three times as much but delivery is supposedly guaranteed. This would guarantee that people needing early protection, including health care workers on our staff, will receive the vaccine. Wyeth received the multi-State contract for the flu vaccine, as always, we did order from them due to the low cost of the vaccine – that is truly the purpose of the multi-State contract.
- Immunization Action Plan meeting in Springville – They announced there will be ongoing updates on the flu vaccine.
- WIC Immunization Initiative – ready in September. Nurses will go to WIC – same capacity as school nurse – review immunization records, administer needed vaccines, etc.

- Family Planning Nurse Practitioner, Helen Evans and Vicky learned that there is a potential for a significant decrease in funding in rural areas for HIV AIDS patients.
- Copies of a letter from the Western New York AIDS Network addressed to Senator Patricia McGee, New York State Assembly Representative Catharine M. Young, Senate Majority Leader and Joseph Bruno, Speaker of the New York State Assembly Sheldon Silver was given to the Board requesting that they sign it and send in regards to the proposed governor's budget which is looking at a deduction of HIV funding. The letter is advocating restoring and increasing the existing AIDS budget. Same letter will be presented to all ACDOH staff who care to sign. Helen Evans will take care of all mailings from BOH.

Audit:

Dr. Edmonston made a motion to approve the audit for June. Cathy Richmond seconded the motion. Motion carried.

Adjournment:

Having no further business, the meeting was adjourned at 7:30 P.M. The next meeting will be July 26, 2001, in the Legislative Chambers, at 7:00 P.M.

Submitted by,
Rose A. Burdick, Secretary to Public Health Director

Allegany County Board of Health

July 26, 2001

Minutes

NOT APPROVED

President Ronald Truax, in Room 221 of the Allegany County Office Complex, called the regular meeting of the Allegany County Board of Health to order at 7:00 P.M. on July 26, 2001.

Members Present were Ronald Truax, President; Catherine Richmond, Vice President; Timothy LaFever; Siraj Siddiqui, MD; Leo Cusumano, M.D.

Others Present: Edgar Sherman, Chairman, Board of Legislators; Gary W. Ogden, M.D., C.M., Public Health Director; Tom Hull, Deputy Public Health Director/Director of Environmental Health.

Members Absent: Willard Simons, DDS and James Edmonston, DO

Approval of Minutes: Catherine Richmond made a motion to approve the June 28, 2001 minutes without correction and Dr. Cusumano seconded the motion. Motion carried.

Tom Hull, Deputy Public Health Director/Director of Environmental Health:

James Mead, Jr. – Nuisance/Town of Willing – Update (for information only).

Proposed Article 5 Allegany County Sanitary Code – Dr. Cusumano moved and Timothy LaFever seconded to adopt the proposed Article V Allegany County Sanitary Code. Motion carried. It will now be sent on to the New York State Department of Health for review.

Audit Approval:

Catherine Richmond made a motion to approve the audit for July. Dr. Siddiqui seconded the motion. Motion carried.

Nursing:

ACDOH – Division of Nursing – Home Care Agencies – Quality Improvement Program 2001 – Dr. Siddiqui made a motion to approve the Quality Improvement Program 2001 and Catherine Richmond seconded the motion. Motion carried.

Adjournment:

Having no further business, the meeting was adjourned at 7:20 P.M. **The next meeting will be held on August 23, 2001, in the Legislative Chambers. At 7:00 P.M. a Public Hearing will be held in connection with the proposed Amendments to the existing Allegany County Sanitary Code (Article V – regulation of tattooing and body piercing). The Board of Health meeting will follow the Public Hearing.**

Submitted by,
Gary W. Ogden, M.D., C.M.
Public Health Director

Allegany County Board of Health

August 23, 2001

Minutes

NOT APPROVED

President Ronald Truax, in Room 8 of the Allegany County Office Complex, called the regular meeting of the Allegany County Board of Health to order at 7:00 P.M., on August 23, 2001.

Members Present: Ronald Truax, President; Catherine Richmond, Vice-President; Timothy LaFever; Siraj Siddiqui, MD; Willard Simons, DDS; and James Edmonston.

Others Present: Edgar Sherman, Chairman, Board of Legislators; Gary W. Ogden, M.D., C.M., Public Health Director; Thomas Hull, Deputy Public Health Director/Director of Environmental Health; Vicky Gaeta, Director of Patient Services; Pam Cockle, Accountant; Theresa Moore, Public Health Educator; Rose Burdick, Secretary.

Members Absent: Leo Cusumano, M.D.

Public Health Hearing:

Ronald Truax opened up the Public Health Hearing to comments regarding the Proposed Amendments to the existing Allegany County Sanitary Code consisting of the addition of a new Article V to such code relating to the regulation of tattooing and body piercing. There were no comments from the Public. Ron closed the Public Health Hearing and returned to the regular Board of Health meeting.

Approval of Minutes: Catherine Richmond made a motion to approve the July 26, 2001 minutes without correction. Dr. Siddiqui seconded the motion. Motion carried.

Tom Hull, Deputy Public Health Director/Director of Environmental Health:

- Public Water Supply Violation Hearings are scheduled for August 28, 2001.
- Larry Bunk of the AMVET Post #1, Cuba payment of fine is pending. Hearing will be held if payment not received by scheduled hearing date.
- Mary Whitesell: Harloff's Trailer Court paid fine and did not have to go to Hearing.
- Henry Bauer: Cow Palace Apartments did not pay fine and will go to Hearing on August 28, 2001.

Vicky Gaeta, Director of Patient Services:

- Immunizations were offered at the Belmont clinic site every day this month except when Family Planning had the clinic room (due to confidentiality for FP). Administered 116 immunizations (36 adults, 35 teens and 28 children). The nurse who worked most of these immunization clinics throughout the month of August felt that it was time well spent. Vicky would like to see the clinic utilized on a daily basis to provide a variety of

services such as osteoporosis screening, pap smears, immunizations, etc. and have a broad application walk-in clinic from 9:00 A.M. to 12:00 P.M. and 12:30 P.M. to 3:30 P.M. This is an excellent opportunity for the distribution of educational materials, etc. There would be advertising in the local papers so the public would know. This would serve as another means to fulfill our mission and commitment for the provision of public health activities.

- Long Term Home Health Care Program and the Certified Home Health Agency are extremely busy. Referrals have doubled from two months ago. A part-time Public Health Nurse is presently on family sick leave. We will not see regular staffing patterns until two weeks after Labor Day.
- The reception area in the clinic room has been completed. Have had many positive comments from public and staff. Just a reminder that this is part of the TB grant that Vicky wrote.
- Family Planning clinic sites are coming along nicely. Looking at providing additional services at the sites.
- Erie County Department of Health and Erie County Medical Center grant for Hepatitis Program throughout the Western New York area would allow for people over 19 to get Hepatitis vaccine free. There are no qualifications. This vaccine would be offered at Family Planning clinics to start. All Family Planning staff, one SPHN and Vicky have all ready had a meeting with ECDOH and ECMC representatives as a preliminary step. There is much to work out to get this program going. For example, we may like to work out an agreement with Chautauqua and Cattaraugus Counties regarding a currier system to transport the blood samples for testing up to ECMC.
- PPDs – Would like to suggest that ACDOH start charging \$5.00 due to increased costs to the Department, increased demand for testing and many other DOHs have been doing such for years. Have had up to a 1,000 requests for testing per year. We would not charge children up to the age of 19. Vicky will calculate the approximate cost to the Department at this time and present that information in September.

Pam Cockle, Accountant:

- Pam and Georgia Long, Medical Records Computer Operator, went to a National Home Care Conference in July.
- Revenues are up 30%.
- Our budget will go to Human Services on September 12th requesting 6.4 million.
- Anticipated revenue to date (1/1/01 to 8/23/01) for Medicare is 1.2 million.

- Dr. Edmonston made a motion to approve the audit for August. Tim LaFever seconded the motion. Motion carried.

Theresa Moore, Public Health Educator:

- Theresa went over the Public Health Education 2nd Quarter Report (April 1, 2001 – June 30, 2001).

Other issues discussed:

Obesity in Allegany County - There was a discussion regarding what the Health Department does in regards to education, etc. with the obesity problem in Allegany County.

Amendment to Sanitary Code - The Board of Health had no objection to including in the amendment to the Sanitary Code (Article V) that parental consent is also required for ear lobe piercing. Tom Hull will amend Article V of the Sanitary Code and send to the New York State Department of Health for its approval early next week.

Dr. Edmonston would like the Board of Health to work on some major health issues in the County. Two examples being obesity and smoking in public places. There was a discussion on these two issues. It was decided that the next two Board of Health meetings would be work sessions regarding important issues in the County. Dr. Ogden will set strategies and priorities for the next BOH meeting.

Suggestion was made that each Division of the Health Department type up a monthly report to hand out at the BOH meetings.

Advisory Board – Dr. Ogden is continuing to work on getting an Advisory Board together.

Tobacco Money – The Board will request from the Board of Legislators funds from the yearly Tobacco Settlement monies. Dr. Ogden will work up a budget to present to the Board of Legislators as to how the funds requested would be used.

There being no further business, the meeting was adjourned.

The next Board of Health meeting is scheduled for Thursday, September 27, 2001, in the Jury Room, at 7:00 P.M.

Respectfully submitted,
Rose Burdick
Secretary

Allegany County Board of Health

September 27, 2001

Minutes

APPROVED

President Ronald Truax in the Jury Room of the Allegany County Office Complex, called the regular meeting of the Allegany County Board of Health to order at 7:00 P.M., on September 27, 2001.

Members Present: Ronald Truax, President; Timothy LaFever; Siraj Siddiqui, M. D.; James Edmonston, DO, Leo Cusumano, M. D.

Others Present: Gary W. Ogden, M.D., C.M., Public Health Director; Thomas Hull, Deputy Public Health Director/Director of Environmental Health; Vicky Gaeta, Director of Patient Services; Pam Cockle, Accountant; Helen Evans, Reproductive Health Educator; Rod Ballengee, Tobacco Control Coordinator, Rose Burdick, Secretary

Members Absent: Willard Simons, DDS; Catherine Richmond, RN, MSN

Approval of Minutes: Dr. Edmonston made a motion to approve the August 23, 2001 minutes without correction. Tim LaFever seconded the motion. Motion carried.

Tom Hull, Deputy Public Health Director/Director of Environmental Health:

- Henry Bauer, Respondent, Owner/operator of Cow Palace Apartments; Town of Alfred. Did not take required water sample for bacterial testing for period of April-June 2001. This was a repeat violation from a similar charge against the Respondent covering the period of April-June 2000, for which the Respondent admitted guilt and paid a \$50.00 fine.

Violation sent to Respondent in May 2001. Respondent did not reply as requested and made no contact with the Health department concerning this issue.

Subsequently, a hearing was scheduled for August 28, 2001, to address the charge against the Respondent. The Respondent appeared and the hearing was held as scheduled.

APPROVED

As a result of the hearing, the Hearing Officer's findings and recommendations are as follows:

Finding: The Respondent is guilty of violating the New York State Sanitary Code by not having tested his apartment's water supply for bacteria for the period of April-Jun 2001.

Recommendation: Find the Respondent \$50.00, to be received by the Health Department by October 9, 2001. Order sampling of the water supply with the result to the Health Department no later than October 10, 2001. If either deadline is not met, order a \$10.00 per diem fine thereafter.

Dr. Edmonston made a motion to approve the recommendation by the Hearing Officer and Tim LaFever seconded the motion. Motion carried.

- Tattoo/Body Piercing Regulation – New Article V to Allegany County Sanitary Code is back from the State. The State had a few suggestions that Tom will discuss with Dr. Ogden. Tom will make changes and send back to the State for final approval.

Pam Cockle, Accountant

Total expenses for September are \$203,132.17. Tim LaFever made a motion to approve the audit and Dr. Edmonston seconded the motion. Motion carried.

Budget: Office improvements and office equipment monies have been cut from the budget for next year. There is a total of \$3,000.00 for office equipment that can be used for next year. Conferences have also been cut back.

New sliding fee scale for Home Care and Long Term Programs was distributed and discussed by Pamela Cockle, Accountant. With Board of Health approval, new fees will go into effect Oct. 1, 2001. Rates have been reviewed with and approved by our CPA's. Motion made to approve by Dr. Leo Cusumano and seconded by Dr. James Edmonston, unanimously approved, motion carried.

Gary W. Ogden, M.D., C.M., Public Health Director:

- What's next for the Board of Health? The Local Health Unit is tied to the vision and mission of the State Health Department. Vision for Public Health is, "Healthy People in Healthy Communities". Quality of life-how it is related to the health mission: assesses health care needs, assure provision of health care needs and regulatory – how delivery takes place.

Allegany County government gives us our own lead. We now have three Public Health Educators (social change through education), a Quality Assurance Coordinator, a strong nursing force and our own Environmental Health Unit.

The Federal Government's goals and objectives "Healthy People 2000" went by the wayside. It has been revised for 2010 "Health People 2010". The focus has changed. There are two overriding goals: (1) extension of useful years of life, (2) elimination of disparity in

Health Care Outcomes. We need short and long term goals. Will be putting together a Public Health Advisory Council, consisting of 15 people from the community that will bring different backgrounds, experiences and ideas. This Council will bring their ideas of what they conceive to be the health problems in Allegany County.

Dr. Ogden suggested a strategic planning day on December 13, 2001. We will have a facilitator to make sure everyone gets heard and will work on goals and objectives, then start looking for funding. The new Public Health Advisory Council, Board of Health and Mid-Management staff from the Health Department will be invited to attend.

Rod Ballengee, Tobacco Control Coordinator: (Report attached)

Presented a report to the Board of Health regarding what the Allegany County Tobacco Control Coalition is doing. The primary focus is to educate the public on the hazards of tobacco use and to promote good health through an organized tobacco cessation effort. There has been research on how the Coalition is doing so far and it has proven to be effective.

The Coalition is also involved in a regional media campaign entitled, "Take It Outside" (promoting the dangers of first and second hand smoke).

Plans are being developed for the Great American Smoke-Out on November 15, 2001.

Vicky Gaeta, Director of Patient Services: (Report attached)

Flu Vaccine: The first of the vaccine came in today. This will be used for Home Care clientele, nursing staff that have direct contact with clientele and also possibly for personnel from the licensed agencies who provide direct patient care to our clientele.

Helen Evans, Reproductive Health Educator: (Report attached)

Clinical personnel provide outreach and materials to Reproductive Health participants and their partner to register for the smoking cessation classes and support groups.

Family Planning Education has joined tobacco Coalition and has networked with the free smoking cessation program for Family Planning consumers and their partners. This is also available to WIC Moms PCAP Even Start program.

Alfred Family Planning site is very busy. This week there were 14 new clients and 2 walk-ins.

World AIDS Day – December 1, 2001. Will offer HIV testing at Alfred Clinic, 9:00 A.M. – 9:00 P.M. on December 3, 2001.

APPROVED

There being no further business, the meeting was adjourned.

The next Board of Health meeting is scheduled for Thursday, October 25, 2001, in Room 221 (Legislative Chambers), at 7:00 P.M.

Respectfully submitted,
Rose Burdick
Secretary

Allegany County Board of Health

October 25, 2001

Minutes

NOT APPROVED

President Ronald Truax in the Legislative Chambers of the Allegany County Office Complex, called the regular meeting of the Allegany County Board of Health to order at 7:00 P.M., on Thursday, October 25, 2001.

Members Present: Ronald Truax, President; Timothy LaFever; Leo Cusumano, M.D.; Catherine Richmond

Others Present: Gary W. Ogden, M.D., C.M., Public Health Director; Theresa V. Gaeta, Director of Patient Services; Theresa Moore, Public Health Educator; Rose Burdick, Secretary

Members Absent: Willard Simons, DDS; James Edmonston, DO; Siraj Siddiqui, M.D.

Approval of Minutes: Dr. Cusumano made a motion to approve the September 27, 2001 minutes without correction. Tim LaFever seconded the motion. Motion carried.

Gary W. Ogden, M.D., C.M., Public Health Director:

First Strategic Planning Meeting presented by Public Health Director of Allegany County will be held at Moonwinks, on Thursday, December 13, 2001, 9:00 A.M. to 3:00 P.M. – SAVE THE DATE. Potential partners for strategic planning are invited.

Bio-Terrorism – Have had several telephone conference calls with the State Health Department.

Office of Emergency Services County Wide Assessment was sent to the State Health Department.

Office of Emergency Services is dealing with hazardous material in accordance with the State Police and FEMA. Passed out notification of protocol for possible anthrax emergencies for Police Department.

Judy Buckwalter, Supervising Public Health Nurse, is monitoring Emergency Room data provided by Jones Memorial Hospital and Cuba Memorial Hospital.

Tom Hull went to a meeting in Erie County in regards to the Erie County Lab. One of the items discussed was upgrading the lab's capacity for biological analysis.

State Health Department's information network to do surveillance. No one has heard from the Commissioner of State Health Department.

MAPP Program – look at NYSACHO web site – A well thought out concept with general suggestions for strategic planning (<http://naccho.org/tools.cfm>).

Theresa V. Gaeta, Director of Patient Services:

The Reproductive Health clinic site at 21 East State Street, Wellsville is running nicely. We have received a lot of positive feedback. In keeping with our commitment to maximize the use of the satellite clinic sites, we are in the process of evaluating other clinic utilization in the Wellsville area. We will plan to relocate the Wellsville immunization clinic to this site. Presently, and for years, it has been on the fourth Thursday from 2:00 P.M. to 5:00 P.M. at the Lutheran Church and we have paid \$100./month for use of the facility. This clinic is generally one of our busiest and Vicky believes that in order to better serve the public and increase our visibility, and experience less wear and tear on the new clinic site in Wellsville, that we should schedule a couple immunization clinics each month.

Flu vaccine – ordered 900 vials, 10% supposed to be in sometime next week, 10% in November and the balance of the order would arrive in December. The Health Department will distribute to physicians the best we can (most likely will provide them the same percentage of their order as we receive of our order). Public clinics will be set up according to vaccine availability. CDC suggests postal workers should be in Class A group. We will charge \$5.00 as in the past. A news release went out announcing that flu clinics will once again be late due to vaccine being available to us late.

Home Care – Overwhelmingly busy with paperwork. Have two nurses off on family leave; our part-time temporary nurse may stay on. Creation of new nursing positions per settlement of NYSNA contract will ultimately be up to the Full Board of the legislators for approval of filling these positions.

PPDs – will continue to offer for free.

Audit Approval: Tim LaFever made a motion to accept the October audit and Dr. Cusumano seconded the motion. Motion carried.

Environment Report:

Dr. Ogden read Tom Hull, Deputy Public Health Director/Director of Environmental Health's, report as follows:

1. Board of Health Order regarding Allegany County Department of Health vs. Henry Bauer, Respondent Mr. Bauer was ordered to pay a \$50.00 fine for failing to sample the

water supply serving his "Cow Palace" apartments for bacteria for the period of April – June 2001. Fine was due to the department by October 24, 2001. Mr. Bauer was also ordered to take a sample of the apartments' water supply for bacterial analysis by October 24. Both obligations have been met. Mr. Bauer paid his fine on October 17, and took the required water sample the same day. Action complete.

2. Proposed Article V of the Allegany County Sanitary Code, "Regulation of Tattooing and Body Piercing", had previously been sent to the New York State Department of Health for review. It was returned with recommendations for a few minor revisions. These revisions were included in an updated draft sent back to NYSDOH on October 10, 2001. On October 18, NYSDOH notified us they had received the updated draft, and will review it for compliance with applicable provisions of New York Public Health Law and the State Sanitary Code. If it is in compliance with these provisions, it will be officially filed by the State and we will be notified of the filing date.

Theresa Moore, Public Health Educator – Third Quarter Report

Discussion was held regarding West Main Medical services for Women's Health Partnership. At this time, no physician is employed to oversee the Nurse Practitioner. The mammogram services are still available at Cuba Hospital. Vicky Gaeta mentioned that she would speak with Norilyn Patrick, Family Planning Nurse Practitioner, about her availability to provide clinical breast exams, cervical screening and breast health education at West Main Medical in Cuba. Ronald Truax requested that Theresa Moore speak with Andy Boser, Interim CEO of Cuba Memorial Hospital regarding Norilyn providing services at West Main Medical.

Other Business:

Tim LaFever made a motion to approve a contract with Gary Ogden, M.D., C. M., as Medical Consultant for the period of January 1, 2002 through December 31, 2002. Dr. Cusumano seconded the motion. Motion carried.

Adjourn Meeting: Cathy Richmond made a motion to adjourn the meeting and Dr. Cusumano seconded the motion. Motion carried.

There will be no Board of Health meeting in November. The next meeting will be a Strategic Planning meeting at Moonwinks, Cuba, NY, on Thursday, December 13, 2001, from 9:00 A.M. until 3:00 P.M. Coffee, snacks and lunch will be served.

Respectfully submitted,
Rose Burdick
Secretary to Public Health Director