RECEIVED
JAN 15 2006
ALLEGANY COUNTY ADMINISTRATOR

John Margeson

Click to Search or push Ctrl F

NOT APPROVED

MINUTES

COMMITTEE/PROJECT/MEETING: Board of Health		**RECORDED BY:** Lynne Roeske, Secretary to Public Health Director	
DATE: January 9, 2006	**Called to session:** 7:00pm **Adjourned:** 8:30pm	**LOCATION:** 7 Court St., Belmont, Rm 221	**CC:** Karen Wida, NYSNA; Alice Alsworth Co. Admin. Office
PRESENT: Ronald Truax, Timothy LaFever, Dr. David Brubaker, Dr. Leo Cusumano, Catherine Richmond Dr. Gary Ogden, Public Health Director; Thomas Hull, Deputy Public Health Director/Environmental; Vicky Gaeta, DPS; Pamela Cockle, Accountant; Maxine Warner, Public Health Educator; Theresa Moore, Public Health Educator; Lynne Roeske, Secretary		**ABSENT:** Dr. Zahi Kassas , Dr. Willard Simons **NEXT MEETING:** February 2, 2006; Crossroads Center, Belvediere	

AGENDA /TOPICS	DISCUSSION (CONISE SUMMARY)	ACTION/NEXT STEPS
Approval of Minutes	Requested approval of November 7, 2005 minutes.	Cathy Richmond made a motion to accept Nov. Meeting Minutes, Tim LaFever Seconded, CARRIED.
Pamela Cockle, Accountant Financial Update	Currently working on Year End, next month should have firm figures for 2005. Revenues for '05 should be what we projected. Personnel Issues may affect numbers that were projected for 2006 Budget. We have had a few non-productive days in regard to computer work because the IT Dept. has been doing updates during work hours, which has included all nursing laptops and all nursing program. Flu Billing has been challenging and time consuming this year, some of it due to having to bill insurance companies, not sure if there will be any revenue this year.	For Information Only. Gary will talk to IT Dept. and County Admin. regarding doing Computer Updates during off hours.

NOT APPROVED

AGENDA /TOPICS	DISCUSSION (CONISE SUMMARY)	ACTION/NEXT STEPS
T. Vicky Gaeta, Dir. of Patient Services Homecare	Long Term and CHHA numbers were not received at this time due to Year End Work that took precedence. Will have Year End numbers next month.	For Information Only.
Influenza Vaccine	We are continuing to have flu clinics. Next year we will not be distributing to hospital and doctors.	For Information Only.
Tom Hull, Environmental Environmental Update	New Water regulations may affect us this year (Public and Private wells testing limits, spray water parks, quarterly sampling). Cow Palace-Code Enforcement Officer said it doesn't look like anyone is living there; have not been able to contact the landlord and he has not been collecting rent.	For Information Only.
Maxine Warner, Public Health Educator	Maxine introduced herself and gave an overview of what she will be working on for Family Planning.	For Information Only.
Theresa Moore, Public Health Educator	Overview of Board of Health/Board of Education/AWSRHN Effort to Combat growing impact of Childhood Obesity. A February 2, 2006 Meeting is planned at the Crossroads Conference Center.	For Information. All Board of Health Members are highly encouraged to attend. Information and Flyers on the meeting were distributed.

NOT APPROVED

AGENDA /TOPICS	DISCUSSION (CONISE SUMMARY)	ACTION/NEXT STEPS
Gary Ogden, Public Health Director County Attorney, BOL/BOH	This Board is the Governance of the Health Department; Dr, Ogden sees an ongoing conflict continuing into the future with many issues, including but not limited to Parking Cars, Overtime for Nurses, etc Gary would like to have a joint meeting with County Attorney, Board of Legislators and Board of Health to discuss the By-laws and Powers of each entity in regard to making decisions in the Health Department. Three meetings are scheduled for the Board of Legislators (Ten New Legislators now on Board) over the next few months, 1) Feb-Community Health Assessment 2) Mar-Overview of Health Dept. Programs 3) April-Financial Aspect of Health Dept.	For Information Only
	Meeting Adjourned at 8:30pm	**NEXT MEETING – February 2, 6:30-8:30pm---RSVP to AWSRHN 593-5223 X-10 by January. 26, 2006**

John Mangeson

NOT APPROVED

MINUTES

COMMITTEE/PROJECT/MEETING: Board of Health		**RECORDED BY:** Lynne Roeske, Secretary to Public Health Director	
DATE: March 6, 2006	**Called to session:** 7:00pm **Adjourned:** 8:00pm	**LOCATION:** 7 Court St., Belmont, Rm 221	**CC:** Karen Wida, NYSNA; Alice Alsworth Co. Admin. Office
PRESENT: Ronald Truax, Timothy LaFever, Dr. David Brubaker, Dr. Leo Cusumano, Catherine Richmond Dr. Gary Ogden, Public Health Director; Thomas Hull, Deputy Public Health Director/Environmental; Pamela Cockle, Accountant; Theresa Moore, Public Health Educator; Lynne Roeske, Secretary		**ABSENT:** Dr. Zahi Kassas , Dr. Willard Simons **NEXT MEETING:** April 3, 2006; County Office Building, Room 221	

AGENDA /TOPICS	DISCUSSION (CONISE SUMMARY)	ACTION/NEXT STEPS
Approval of Minutes	Requested approval of January 9, 2006 minutes.	Cathy Richmond made a motion to accept January 9, 2006, Meeting Minutes, Dr. Cusumano Seconded, CARRIED.
Pamela Cockle, Accountant Financial Update	Pam referred the Board Members to the Financial Section in the Annual Reports that were distributed. Noted for 2005 were the Expenditures were 98.99% of Budget; and Revenues Received were at 124%-the increase attributed to a more aggressive billing procedure.	For Information Only.
Tom Hull, Environmental Environmental Update	Tom notified the Board Members that we will now be charging a fee for Permits for Children's Camps. Previously, these were free, however, the law does allow us to charge $100 to designated camps and with the work involved to do this, it was noted that a fee should be charged.	For Information Only.

NOT APPROVED

AGENDA /TOPICS	DISCUSSION (CONISE SUMMARY)	ACTION/NEXT STEPS
Tom Hull, Environmental BioTerrrorism Update	There will be a Pandemic Flu Plan Drill on June 13. We are also working with Jones Mem. Hosp. and Cuba Mem. Hosp. on Emergency Preparedness Issues.	For Information Only.
Theresa Moore, Public Health Educator Komen Kares Grant	We recently received notice that we have been awarded a $8,700 grant from the Susan G. Komen Breast Cancer Foundation (Komen Kares Program).	The Komen Kares Grant will assist those in need of cancer screening, or have been diagnosed with breast cancer with services such as transportation, wigs, breast forms, and out of pocket medical expense.
Health Education 2005 Highlights	Theresa distributed and reviewed an overview of Health Education Highlights from 2005.	Theresa's complete 2005 Health Educators report can be read in the Annual Report.
	Overview of Board of Health/Board of Education/AWSRHN Effort to Combat growing impact of Childhood Obesity. A well-attended *"Jump on Board for Healthier, Successful Students"* meeting was held February 2, 2006, at the Crossroads Conference Center. Theresa distributed a brainstorming list that came out of this meeting. School Indexes, Walking Programs and Nutritional Issues were discussed and resources given to assist in starting up programs and completing the School Index.	Cathy Richmond inquired if any of the schools have started any programs because of this and it was noted that Scio School has increased their program to include a Student after school walking program. *Also, after the meeting, Theresa found out that Bolivar-Richburg has also started a walking program as a result of this meeting.*

NOT APPROVED

AGENDA /TOPICS	DISCUSSION (CONISE SUMMARY)	ACTION/NEXT STEPS
Gary Ogden, Public Health Director Article VI	Because of Article VI, we may be receiving from the State an increase in our base grant of $100,000 (bringing the base grant up to $550,000); also, optional programs would receive an increase reimbursement from 30% to 36%.	We will have this information when the State Budget passes. We would like to use in part to address the Maternal Child Health Program.
Tim LaFever, Board Member	Discussed the letter Septic System Contractors received notifying them that Senior Citizens will now be charged the $125 for Septic System Permits. This is the same rate those under 65 have been paying.	
	Meeting Adjourned at 8:00pm	**NEXT MEETING – April 3, 2006, 7:00pm—RSVP to Lynne (268-9491) by March 30, 2006**

RECEIVED
APR 05 2006
ALLEGANY COUNTY
ADMINISTRATOR

John Mangeson

NOT APPROVED

MINUTES

COMMITTEE/PROJECT/MEETING: Board of Health	**RECORDED BY:** Lynne Roeske, Secretary to Public Health Director
DATE: April 3, 2006 — **Called to session:** 7:00pm **Adjourned:** 7:45pm	**LOCATION:** 7 Court St., Belmont, Rm 221 — **CC:** Karen Wida, NYSNA; Alice Alsworth Co. Admin. Office
PRESENT: Ronald Truax, Timothy LaFever, Dr. David Brubaker, Dr. Leo Cusumano, Catherine Richmond, Dr. Willard Simons Dr. Gary Ogden, Public Health Director; Thomas Hull, Deputy Public Health Director/Environmental; Lynne Roeske, Secretary; Maxine Warner, Public Health Educator; Donna Baschmann, QA Coordinator	**ABSENT:** Dr. Zahi Kassas **NEXT MEETING:** May 1, 2006; County Office Building, Room 221

AGENDA /TOPICS	DISCUSSION (CONISE SUMMARY)	ACTION/NEXT STEPS
Approval of Minutes	Requested approval of March 6, 2006 minutes.	Tim LaFever made a motion to accept March 6, 2006, Meeting Minutes, Dr. Cusumano Seconded, CARRIED.
Tom Hull, Environmental Environmental Update – Rabies	The Health Dept. is required to do at least four Rabies Clinics a year. Tom discussed the first one for this year held on Saturday, March 25, 2006. It was a very successful four-hour clinic, in which 627 dogs, cats and ferrets were vaccinated.	For Information Only. There will be another Rabies Clinic May 6, 2006; Tom invited Board of Health Members to observe this valuable service we offer.
Septic System Permits	Discussed a previous request to start charging Senior Citizens a $125 fee for Septic System Permits. This is the same rate those under 65 have been paying.	Tom and staff have revisited this issue and it was decided to leave the fee as is; charging only those people <u>under 65</u> the Permit Fee of $125.
Donna Baschmann, Quality Assurance Coordinator Policy and Procedures	Donna presented the following updated Policy and Procedure Manuals for review: --IV Therapy --Lab Manuals --Equipment and Supplies	For Information Only

NOT APPROVED

AGENDA /TOPICS	DISCUSSION (CONISE SUMMARY)	ACTION/NEXT STEPS
Donna Baschmann, Quality Assurance Coordinator Policy and Procedures	Donna presented the following updated Policy and Procedure Manuals for review and approval: --Immunization & Well Child --Communicable Disease	Dr. Simons made a motion to approve the Policy and Procedures Manuals presented, Dr. Cusumano seconded, CARRIED.
Maxine Warner, Public Health Educator Health Education Report	Maxine distributed and reviewed the First Quarter 2006 Reproductive Health Division's Education Session; noting that she had also included the topics of discussion and the percentage of time spent on each of these.	For Information Only.
Dr. Gary Ogden, Public Health Director Family Planning Sliding Fee Scale 2006	Dr. Ogden distributed the Family Planning Sliding Fee Scale 2006 for review and discussion.	Cathy Richmond made a motion to accept the 2006 Family Planning Sliding Fee Scale, Dr. Cusumano seconded, CARRIED
Article VI	Dr. Ogden discussed that as a result of the NYS Budget being passed; the Health Dept. will receive approx. $100,000 more in funding; and will also have a 6% increase in the reimbursement money for optional programs. Dr. Ogden asked for and discussed ideas this extra funding could be used for.	Ideas for use of extra funding were: --**Maternal Child Health** (i.e. New Baby Visits, PCAP, Educational Programs for New Moms). --**Dentistry**-Possibly enlisting Laurie Turner, who has started a very successful "Dental Hygienist in Schools Program" for various Central NYS counties.
Dr. Willard Simons Board of Health/Board of Education Obesity in Children Effort	Dr. Simons inquired if any of the schools have started any programs or if the Dept. has heard from any schools as a result of the Board of Health/Board of Education/ AWSRHN Effort to Combat the growing impact of Childhood Obesity.	Lynne updated Dr. Simons that Scio School has increased their program to include a "Students after school walking program"; and Bolivar-Richburg has also started a walking program as a result of the meeting/presentation in February. Gary will talk with presenters regarding any further input that has been received.
	Meeting Adjourned at 7:45pm	**NEXT MEETING – May 1, 2006**

RECEIVED
JUN 14 2006
ALLEGANY COUNTY ADMINISTRATOR

John Mangeson

NOT APPROVED

MINUTES

COMMITTEE/PROJECT/MEETING: Board of Health	**RECORDED BY:** Lynne Roeske, Secretary to Public Health Director
DATE: June 12, 2006 — **Called to session:** 7:15pm **Adjourned:** 8:00pm	**LOCATION:** 7 Court St., Belmont, Rm 221 — **CC:** Karen Wida, NYSNA; Alice Alsworth Co. Admin. Office
PRESENT: Ronald Truax, Dr. Leo Cusumano, Catherine Richmond, Dr. Gary Ogden, Public Health Director; Thomas Hull, Deputy Public Health Director/Environmental; Pamela Cockle, Accountant, Lynne Roeske, Secretary; Theresa Moore, Public Health Educator; T. Vicky Gaeta, DPS, Terry Fleischman, SPHN	**ABSENT:** Timothy LaFever, Dr. Zahi Kassas,Dr. Willard Simons, Dr. David Brubaker **NEXT MEETING:** May 1, 2006; County Office Building, Room 221

AGENDA /TOPICS	DISCUSSION (CONISE SUMMARY)	ACTION/NEXT STEPS
Approval of Minutes	Requested approval of April 3, 2006 minutes.	Due to lack of quorum, unable to approve minutes.
T. Vicky Gaeta, DPS Nursing Update	The Health Dept. Nursing Division has been working with fewer staff since the first of the year due to layoffs, medical leaves, a resignation and vacations. The nurses continue to work above and beyond to serve the residents of Allegany County. The nurses completed the required Infection Control Training in May.	For Information Only. Increase in costs is a direct result of working with fewer individuals, paying more overtime and paying contractual employees. The Nurse Practitioner position is still vacant; we are pursuing any potential leads at this time.
T. Vicky Gaeta, DPS Homecare Update	Presently, we have 66 patients in Long Term. In Traditional, the number at this time for 2006 are 328 referrals and 235 admits.	For Information Only.
Theresa Moore, Public Health Educator Quarterly Report	Distributed and Discussed the 1st Quarter 2006 Educational Report	For Information Only.

NOT APPROVED

AGENDA /TOPICS	DISCUSSION (CONISE SUMMARY)	ACTION/NEXT STEPS
Theresa Moore, Public Health Educator Cancer Program Information	There will not be an Allegany County Relay for Life this year. Therefore, Lori Ballengee, has asked for a subcommittee to be formed with the Screen for Health Partnership to help organize a "Cancer Walk". All of the money raised will stay in Allegany County and will be "wellness oriented".	This not-for-profit program is in the beginning stages; however, a walk has been scheduled for August 25, 2006, at the Wellsville Elementary School. Ron suggested, if the need arises, that the Empire Zone has a holding group that may be able to assist in this effort.
Tom Hull, Environmental and Terry Fleischman, SPHN CDEX	Since May 16th, some individuals in the Health Dept. have been involved in an Emergency Drill in conjunction with the State and County Governments in NYS. Ecology & Environment were instrumental in organizing this drill, which will be completed tomorrow with a full-scale tabletop day long exercise. The scenario is an H7N2 Influenza Outbreak.	For Information Only. We have learned a lot about our efforts and those of the State and our neighboring counties. This exercise will help us prepare for emergencies or pandemics that may occur in the future. Terry Fleischman was commended on all of her efforts in this drill as she has spent a tremendous amount of time and effort on this.
Tom Hull, Environmental Town Meeting	Board of Health Members, Corporate Leaders, County Dept. Heads, Mayors, Coroners, Judges, State Police, School Officials, ect. Have been invited to a "Community Leader's Meeting" on **June 20, 2006, 7-9pm at the Genesee Valley School.**	This meeting will encompass what will be expected of community leaders in the event of an emergency such as an influenza pandemic. All those invited are highly encouraged to attend. Board of Health Members should have received their invitations in the mail and will hopefully be able to attend **on June 20, 2006, 7-9pm at the Genesee Valley School**.

Dr. Gary Ogden, Public Health Director CDEX/Nursing	Dr. Ogden discussed the drill and thanked all those involved for their efforts. It is imperative that the BOH and the BOL realize that in any type of an emergency, it will be crucial to have a comprehensive nursing division such as the one we have now.	For Information Only.
Pamela Cockle, Accountant Home Care Sliding Fee Scale 2006	Pam distributed the Home Care Sliding Fee Scale. This scale has been revised to reflect an increase in the Skilled Nursing Fee from $160.00 to $190.00, to be effective May 1, 2006. The increase is due to the change in cost per units of service as noted on the 2005 Cost Report (in 2004, the cost was $150.16, in 2005 the cost increased to $180.68). Also, the Nutrition Rate was increased from $85.00 to $95.00 to reflect the reimbursement from Medicaid.	Catherine Richmond made a Motion to approve the revisions on the Allegany County Department of Health Sliding Fee Scale, Dr. Leo Cusumano seconded. Ron Truax approved it, but we will need one more approval prior to passing this motion. Lynne will fax approval forms to the rest of the Board of Health to get a quorum approval, as these fees need to be changed immediately because we are losing money not charging the increased fees.
2007 Budget	Pam has already met with the Budget Committee and will need to submit a 2007 Tentative Budget on July 7.	For Information Only.
	Meeting Adjourned at 8:30pm	**NEXT MEETING – July 10, 2006**

John Magnuson

NOT APPROVED

RECEIVED
JUL 12 2006
ALLEGANY COUNTY
ADMINISTRATOR

MINUTES

COMMITTEE/PROJECT/MEETING: Board of Health		**RECORDED BY:** Lynne Roeske, Secretary to Public Health Director	
DATE: July 10, 2006	**Called to session:** 7:15pm **Adjourned:** 8:30pm	**LOCATION:** 7 Court St., Belmont, Rm 221	**CC:** Karen Wida, NYSNA; Alice Alsworth Co. Admin. Office
PRESENT: Ronald Truax, Catherine Richmond, Timothy LaFever Dr. Gary Ogden, Public Health Director; Thomas Hull, Deputy Public Health Director/Environmental; Lynne Roeske, Secretary; Maxine Warner, Public Health Educator; T. Vicky Gaeta, DPS; Lori Ballengee, Supr. Public Health Educator		**ABSENT:**, Dr. Zahi Kassas, Dr. Willard Simons, Dr. David Brubaker, Dr. Leo Cusumano **NEXT MEETING:** August 7, 2006; County Office Building, Room 221	

AGENDA /TOPICS	DISCUSSION (CONISE SUMMARY)	ACTION/NEXT STEPS
Approval of Minutes	Requested approval of April 3, 2006 and June 12, 2006 Minutes.	Due to lack of quorum, unable to approve minutes. Catherine Richmond made a Motion to approve the Board of Health Minutes dated April 3, 2006 and June 12, 2006, Tim LaFever seconded. We will do an electronic request for approval from the remainder of the Board Members.
Ron Truax	Cathy Richmond was approved by Board of Legislators for another six year term for Board of Health. Term is 7/7/06 – 7/7/12.	For Information Only.
T. Vicky Gaeta, DPS Nursing Update	State Surveyors were here 6/27 – 7/6/06; Review of 19 charts & 7 home visits were done. The State will have 14 days to send us deficiencies; we will have 14 days to respond with a plan of correction. A Nurse Practitioner has been interviewed and we are awaiting a response from NYSNA as to an adjusted schedule in order to accommodate applicant.	For Information Only.

NOT APPROVED

AGENDA /TOPICS	DISCUSSION (CONISE SUMMARY)	ACTION/NEXT STEPS
T. Vicky Gaeta, DPS Nursing Update	A NYSNA Grievance regarding authorizing number of nursing staff allowed off for vacation at one time has been answered-we will await NYSNA's response at this time.	For Information Only.
Donna Baschmann	Presented the following Manuals for Annual Review and discussed any changes in these Manuals: Early Intervention Administrative Manuals Infection Control Exposure Plan HIV/AIDS Rabies Maternal Child Health	Tim LaFever made a Motion that "The Board of Health approve the annual review and updates of the said Policy and Procedure Manuals." Catherine Richmond seconded. We will do an electronic request for approval from the remainder of the Board Members.
Maxine Warner, Public Health Educator Family Planning	HIV Testing Day was a success. Last year, tested one person, this year we tested 9. 45% were 45 years and older.	For Information Only.
Lori Ballengee, WIC Coord.	WIC's numbers are down a little, which is normal for summer months. Budget for the coming year is complete, there were no changes. WIC is looking at a different building to move into-the Worth Smith Building in Wellsville has been looked at per the request of some legislators. There would not be a lot of renovation needed, plenty of space, reasonable rent, plowing services included, electric will be less expensive.	For Information Only.

AGENDA /TOPICS	DISCUSSION (CONISE SUMMARY)	ACTION/NEXT STEPS
Lori Ballengee, Allegany County Cancer Services Foundation Coord.	ACCSF will be holding a "Colors For Life" Cancer Walk on Aug. 25th. Lori has had an extreme amount of success in starting up this Foundation. She thanked all those who have helped out thus far. She distributed the paperwork for the Walk and asked for any support that the Board could give.	Catherine Richmond made a Motion that "The Board of Health resolves that it will be the policy of this Board to develop and maintain Cancer Services in Allegany County. Board of Health also resolves that the County extend whatever protection and support it can." Tim LaFever seconded. We will do an electronic request for approval from the remainder of the Board Members.
Tom Hull, Environmental	Tom discussed the potential need for a BOH Consent Order for a PWS issues with the Village of Richburg. Their response deadline is July 31, 2006, if there is no response, a consent order will need to be filed.	Tom will keep the Board informed of the progress.
	Enforcement Action: CIAA Violation-Gentlemen Jim's, Alfred. This is the 4th Violation. Today, 7/10/06, was the deadline to pay, no payment was received. A Hearing for this violation may be pending.	Tom will keep the Board informed of the progress.
	June 29, 2006, there was an Administrative Hearing with Ponderosa Steakhouse vs. ACDOH. Tom presented the findings and recommendations to the Board.	Tim LaFever made a Motion that "The BOH follow the recommendations of the Administrative Hearing Officer and issue a fine of $200 to Ponderosa Steak House located in Wellsville, NY, with an added recommendation that they begin looking into a better refrigeration unit for their taco bar." Catherine Richmond seconded.
	Meeting Adjourned at 8:30pm	**NEXT MEETING – August 7, 2006**

Jan Mangeson

NOT APPROVED

RECEIVED
AUG 16 2006
ALLEGANY COUNTY
ADMINISTRATOR

MINUTES

COMMITTEE/PROJECT/MEETING: Board of Health		**RECORDED BY:** Pamela Cockle	
DATE: Aug. 7, 2006	**Called to session:** 7:06pm **Adjourned:** 8:30pm	**LOCATION:** 7 Court St., Belmont, Rm 221	**CC:** Karen Wida, NYSNA; Alice Alsworth Co. Admin. Office
PRESENT: Ronald Truax, Catherine Richmond, Timothy LaFever, Dr. Zahi Kassas, Dr. Leo Cusumano Dr. Gary Ogden, Public Health Director; Thomas Hull, Deputy Public Health Director/Environmental; Lori Ballengee, Supr. Public Health Educator; Pamela Cockle, Accountant		**ABSENT:** Dr. Willard Simons, Dr. David Brubaker **NEXT MEETING:** September 11, 2006; TBA	

AGENDA /TOPICS	DISCUSSION (CONISE SUMMARY)	ACTION/NEXT STEPS
Approval of Minutes	Requested approval of April 3, 2006, June 12, 2006 and July 7, 2006 Minutes.	Catherine Richmond made a Motion to approve the Board of Health Minutes Dr. Cusumano seconded. Carried.
Lori Ballengee, Allegany County Cancer Services Foundation Coord.	Lori gave a description of the ACCSF program and goals. She distributed Registration Forms (noting that cancer survivors do get their t-shirts free), Visionary Forms, Corp. Sponsorship Forms and Flyers for the event. She asked that the flyers be posted in BOH members offices. Discussed the Hot Air Balloon Ride raffle and raffle tickets were handed out. Reminded everyone that 100% of the money stays in Allegany County to assist its residents. The Cancer Walk has been promoted at Heritage Days, Andover 4th of July, Balloon Rally Parade, Radio and Newspaper.	ACCSF will be holding a "Colors For Life" Cancer Walk on Aug. 25, 2006. Four individuals have called already requesting services. No money has been distributed yet.

AGENDA /TOPICS	DISCUSSION (CONISE SUMMARY)	ACTION/NEXT STEPS
Tom Hull, Environmental Director Administrative Hearing, Clean Indoor Act Violation	An Administrative Hearing was held on August 2, 2006, between ACDOH and Mr. Larry McGraw, owner/operator of Gentlemen Jim's bar/tavern, regarding complaints dated June 9 and June 10, 2006. Owner admitted offense, but did request to hearing in order to explain his reason for allowing smoking in his bar.	The Administrative Officer's issued ruling was read; that Mr. McGraw was ordered to pay a fine of $400 by September 1, 2006, with $10 per diem penalty for non-payment. Tim LaFever made the motion to accept the ruling and to issue the requested fine. Cathy Richmond seconded, Motion Carried.
Tom Hull, Environmental Director Sanitary Code	Amendments to Article III of the Sanitary Code re: Sanitary Loan Surveys for Real Estate Transfers. Tom reviewed the Code with the members. -Nothing in DHL states we actually have to complete the loan survey – OPTIONAL. -Loan Survey/Certificate shall be valid for six months from the date of inspection and examination. -Ron questioned above wording of six months validity, is the county going to be responsible if a system fails within the six month period. Tim and Tom did not interpret it that way; Tom will check with Dan Guiney and report back.	Motion made by Dr. Leo Cusumano, seconded by Tim LaFever to approve new Amendments to Sanitary Code, contingent on Dan's approval. -Tom has to send to New York State Dept. of Health Environmental Health Division for approval as well.
Ron Truax, Board President	Ron questioned why a receipt is necessary for the purchase of pea-gravel when installing a new system.	Tom will look into this with the Sanitarians and report back to BOH.

NOT APPROVED

AGENDA /TOPICS	DISCUSSION (CONISE SUMMARY)	ACTION/NEXT STEPS
Pamela Cockle, Accountant Write - Offs	Discussed write-offs related to collections.	Write-offs related to collections will now go through BOH and Ron. Ron will then take to Dan Guiney, County Attorney.
Budget Review - 2006	Reviewed status of 2006 budget. We are doing fine. 58% of the Budget year has gone by and we have expended 56% of Public Health Budget, 44.5% of Traditional Nursing and 47% of Long Term. Revenues continue to come in over projected revenue (do not have actual percentage at this time, working on a report for Budget Committee)	
Budget - 2007	2007 Budget was submitted on July 6, 2006. A total of $7,440,665 in expenditures was requested. A total of $6,535,249 revenue is projected. Reflects a 12% overall in the Appropriation side. Reasons: Special Education and Early Intervention both increased 28% - all monies associated with these programs are state controlled. Revenue under Public Health increased 22.5% due to increase in our Base State Aid Grant. Overall, projected revenues increased 3.62% over 2006 figures.	Gary and Pam are scheduled to meet with the Budget committee and Budget Officers on Thur. Aug. 10 to review budget (*note: this date was changed to Aug. 16 after the BOH meeting).* Pam will report back to the BOH next month on the status.

NOT APPROVED

AGENDA /TOPICS	DISCUSSION (CONISE SUMMARY)	ACTION/NEXT STEPS
Gary Ogden, Public Health Director		The Sept. BOH Meeting will be a "Recreational Meeting/Dinner".
Cathy Richmond, BOH Member	Questioned what the results were of the survey to change the date and time of the meetings.	Lynne was unavailable to distribute this information. We will ask her to get it to Cathy. *(Note: Lynne received two survey's back; after reviewing, we will continue to have the meetings on the first Monday of each month (second Monday if first Monday is a holiday) at 7:00pm in the Legislative Chambers of the County Court House.)*
	Meeting Adjourned at 8:00pm	**NEXT MEETING – September 11, 2006**

RECEIVED
OCT 24 2006
ALLEGANY COUNTY
ADMINISTRATOR

John Margeson

NOT APPROVED

MINUTES

COMMUNITY PROJECT/MEETING: Board of Health		**RECORDED BY:** Lynne Roeske, Secretary to Public Health Director	
DATE: September 18, 2006	**Called to session:** 6:30 pm **Adjourned:** 9:00pm	**LOCATION:** Moonwinks, Cuba, NY	**CC:** Karen Wida, NYSNA; Alice Alsworth Co. Admin. Office
PRESENT: Ronald Truax, Catherine Richmond, Timothy LaFever, Dr. Willard Simons, Dr. Leo Cusumano Thomas Hull, Deputy Public Health Director/Environmental; Lynne Roeske, Secretary; Theresa Moore, Public Health Educator; T. Vicky Gaeta, DPS; Pamela Cockle, Accountant, Kate O'Stricker, Tobacco Coalition		**ABSENT:** Dr. Zahi Kassas, Dr. David Brubaker **NEXT MEETING:** November 6, 2006; County Office Building, Room 19	

AGENDA /TOPICS	DISCUSSION (CONISE SUMMARY)	ACTION/NEXT STEPS
Approval of Minutes	Requested approval of August 7, 2006 Minutes	Catherine Richmond made a Motion to approve the Board of Health Minutes dated August 7, 2006, Tim LaFever seconded. Motion Carried
Pamela Cockle, Accountant	Pam gave an overview of the 2007 Budget. At this point it looks like there will only be a few changes to next year's budget. John Margeson will be sending out and RFP for Homecare services; he has requested information by the end of the week. We should have information regarding the Medicare Appeal ($275,000) by the end of the month.	For Information Only.
Therea Moore, Public Health Director	Theresa distributed and reviewed highlights of the 2nd Quarter Public Health Education Report. Making special note of the "Let Your Voice Be Heard" surveys that were completed at Career Day, the KomenKares Grant Project and Southern Tier Wellness Partnership.	For Information Only.

AGENDA /TOPICS	DISCUSSION (CONISE SUMMARY)	ACTION/NEXT STEPS
Kate O'Stricker, Tobacco Awareness Coalition	Ms. O'Stricker presented information on an effort to ask companies to sign a petition to "Say No to Big Tobacco"; this is an effort to have companies and organizations stop accepting money from tobacco companies. Information stated was that "money being donated comes from selling a product that kills more 400,000 people each year". Ms. O'Stricker asked that both the Board of Health Members and Allegany County Health Dept. sign this petition.	The members of the Board of Health will look at the information distributed and will address signing the petitions at the next meeting.
	Ms. O'Stricker also gave an overview of the different programs she is involved in for the Allegany Tobacco Coalition and the Board of Health/Board of Education Effort.	Some of the efforts with the schools in Allegany County has been getting involved in the Reality Check programs; working to bring physical activity into the classrooms; working with schools on their School Health Indexes and their Wellness Policies (Schools: Cuba-Rushford, Boliver-Richburg, Scio, Friendship and Andover).
T. Vicky Gaeta, DPS	Vicky and Pam have been reviewing current contracts with the homecare agencies to present information to John Margeson for RFP to Homecare Agencies.	For Information Only.
	The Plan of Correction from our State Survey has been accepted by NYSDOH and we will be implementing these changes. Article 28 Survey will be done in October.	For Information Only.

AGENDA /TOPICS	DISCUSSION (CONISE SUMMARY)	ACTION/NEXT STEPS
T. Vicky Gaeta, DPS (Continued)	There will be a mini Family Planning Site Visit this week. Colleges are back in session and TB testing has picked up again. Speech Language Pathologist Vacant Position was discussed. We are now looking at hiring back the person who previously left the position. We have hired a Nurse Practitioner and she is working out very well.	For Information Only.
Tom Hull, Environmental	Tom addressed the ATUPA Grant that is due and asked for direction from the BOH members in deciding if we should accept the ATUPA Grant money or let the program go back to the State Tom also addressed a letter received from Laurie Adams of the Tri-County Tobacco Control Program regarding enforcement of the Clean Indoor Act. Tom stated we are following the Law as it is stated.	Board of Health Member Dr. Simons mad a motion to not accept the ATUPA Grant Money, Dr. Cusumano Seconded, Motion Carried. Tom will take this decision to the Human Services Committee on Sept. 25, 2006, and request that we do not accept the money for this Grant. Tom stated that we will continue to follow-up on Clean Indoor Act Violations as it is stated in the Law.
	Meeting Adjourned at 9:00pm	**NEXT MEETING – November 6, 2006**

RECEIVED
NOV 09 2006
ALLEGANY COUNTY ADMINISTRATOR

John Mangeson
NOT APPROVED

MINUTES

COMMITTEE/PROJECT/MEETING: Board of Health		**RECORDED BY:** Lynne Roeske, Secretary to Public Health Director	
DATE: November 6, 2006	**Called to session:** 7:00pm **Adjourned:** 8:00pm	**LOCATION:** County Office Bldg., Room 19	**CC:** Karen Wida, NYSNA; Alice Alsworth Co. Admin. Office
PRESENT: Ronald Truax, Catherine Richmond, Timothy LaFever, Dr. David Brubaker Thomas Hull, Deputy Public Health Director/Environmental; Lynne Roeske, Secretary; Maxine Warner, Public Health Educator; T. Vicky Gaeta, DPS; Donna James, QA Coord., Lori Ballengee, Supr. Public Health Educator		**ABSENT:** Dr. Zahi Kassas, Dr. Willard Simons, Dr. Leo Cusumano **NEXT MEETING:** TBA	

AGENDA /TOPICS	DISCUSSION (CONISE SUMMARY)	ACTION/NEXT STEPS
Approval of Minutes	Requested approval of Sept. 18, 2006 Minutes	Tim LaFever made a Motion to approve the Board of Health Minutes dated September 18, 2006, Catherine Richmond seconded. Motion Carried
Lori Ballengee, Supr. Public Health Educator WIC Program Allegany County Cancer Services	An overview of the WIC Program was given; all is going well with the program. They are down in numbers a little from this time last year, but still are at 94% of their caseload. Their breast feeding initiation rates are the highest in the region. Lori gave an update of the Cancer Svs. efforts. The 2nd Annual Awareness Night is going to be Aug. 11, 2007, at the Allegany County Fairgrounds. Committee descriptions were distributed and all were asked to help out where they could. A Theme Basket auction will be held on December 15th at the County Office Building.	For Information Only.

AGENDA /TOPICS	DISCUSSION (CONISE SUMMARY)	ACTION/NEXT STEPS
Lori Ballengee, Allegany County Cancer Services (Continued)	The organization is hoping to distribute services to residents before the end of the year. A Needs Survey was sent out to 108 Allegany County Residents these will be compiled by AWSRHN and the distribution effort will be determined from this survey.	If any Board of Health Members would like to help out or donate to the Theme Auction, please contact Lori.
Maxine Warner, Public Health Educator	Maxine distributed information on Reproductive Health Educational programs she has presented, how many participants and an overview of the programs' topics.	For information only
Donna James Quality Assurance Coordinator	The following Public Health Policies were presented and reviewed: Article 28 (updated 2006), STD TB The Administrative Manual was presented with Medicare Updates The following Homecare Policies were presented and approved: Musculoskeletal Manual GI Manual Fundamental Care Manual Assessment Manual Wound Care Manual G/U Manual Case Management/Documentation Administrative Manual	All manuals that were presented and reviewed were approved and required signatures obtained.

AGENDA /TOPICS	DISCUSSION (CONISE SUMMARY)	ACTION/NEXT STEPS
T. Vicky Gaeta, DPS Homecare	There are currently 139 active Traditional Homecare Clients and 74 Long-Term Clients.	For Information Only.
T. Vicky Gaeta, DPS Public Health	We had 19 Public Influenza Vaccination Clinics prior to depleting our supply (and the additional supply we borrowed from Jones Memorial Hospital). We then had to cancel scheduled clinics due to await delivery of more vaccine that had been ordered. The reason for not having vaccine was because of a delay in shipment-we were assured that there is NOT a shortage of vaccine, just shipping issues. We now have received more vaccine and have rescheduled some of our clinics. We have also received children's vaccines and have scheduled a clinic for children on Nov. 13. We have had a few cases of possible flu in the county—all information has been sent to labs and we are awaiting positive diagnosis and types. Vicky briefly discussed the Salmonellosis case in Allegany County which is linked to the CDC's investigation into cases in 19 different states. The resident is an adult male who was diagnosed, hospitalized and recovered in early October 2006.	For Information Only.

AGENDA /TOPICS	DISCUSSION (CONISE SUMMARY)	ACTION/NEXT STEPS
Thomas E. Hull, Deputy Public Health Director ATUPA	Tom reported that the ATUPA Grant monies that were discussed at the last BOH meeting were presented and rejected by Human Services as requested by the BOH members.	The ATUPA Grant money will now go back to the state and they will be in charge of doing the tobacco checks. Tom stated that we will continue to follow-up on Clean Indoor Act Violations as it is stated in the Law.
Thomas E. Hull New Building	Tom noted that BioTerrorism Staff, Cancer Screening Staff and the WIC Staff will all be moving to a different location on Rte. 417, into the Worth W. Smith Building.	The move for all programs should be completed by the first of December.
Thomas E. Hull PODS	There will be three Point of Distribution Drills taking place this month-all will entail having flu vaccine distributed and given over a short period of time. One will be at JHM on Nov. 11; and two will be on Nov. 16—one at CMH and one at the County Health Dept. Clinic.	We are expecting to have 1,000 doses of vaccine for these PODS; we have received 850 at this time.
Thomas E. Hull Environmental Dept.	The Wellsville Creative Arts Coffee House has just opened with a temporary permit. The Village of Wellsville will not give it the Certificate of Occupancy due to Village compliances that have not been met in relation to the Fire Suppression System that is not up and running-this could have the potential of putting the public water supply in jeopardy and also the surrounding businesses should a fire occur.	Tom wanted the Board to be aware that this business may be shut down either by the Village or the County Health Dept. if these compliances are not met.

AGENDA /TOPICS	DISCUSSION (CONISE SUMMARY)	ACTION/NEXT STEPS
Ron Truax, Board of Health President "Say No to Big Tobacco"	Last month, Kate O'Stricker from the Tobacco Coalition presented information on an effort to ask companies to sign a petition to "Say No to Big Tobacco"; this is an effort to have companies and organizations stop accepting money from tobacco companies. Information stated was that "money being donated comes from selling a product that kills more 400,000 people each year". Ms. O'Stricker asked that both the Board of Health Members and Allegany County Health Dept. sign this petition. At that time, it was stated that the Board of Health members would look at the information distributed and would address signing the petitions at this meeting.	The members had not had the opportunity to review the information that was distributed, but will review and discuss at next month's meeting.
Ron Truax, Board of Health President RFP's from Homecare Agencies	Ron wanted to know if the RFP's from Homecare Agencies should be discussed. No one at the table had received any of the information. Gary was to have had a meeting with John Margeson last Friday, but that was cancelled.	Ron suggested bringing the Homecare information to Human Services this month.
Ron Truax, Board of Health President Holiday Dinner Meeting	Ron suggested having a Holiday Dinner Meeting at L'Italia in Wellsville.	The restaurant is not open on Monday, but Lynne will check into having it open for us. Other suggestions were Moonwinks and Beef Haus. Lynne will take care of getting this scheduled. Tues. not good for Ron; Tues. & Wed. not good for Cathy if not in Wellsville.
	Meeting Adjourned at 8:00pm	**NEXT MEETING – TBA**

RECEIVED
DEC 07 2006
ALLEGANY COUNTY
ADMINISTRATOR

NOT APPROVED

MINUTES

COMMITTEE/PROJECT/MEETING:		RECORDED BY:	
Board of Health		Dr. Gary Ogden, Public Health Director	
DATE: December 4, 2006	**Called to session:** 6:30pm **Adjourned:** 9:14pm	**LOCATION:** Moonwinks Restaurant, Cuba, New York	**CC:** Karen Wida, NYSNA; Alice Alsworth Co. Admin. Office
PRESENT: Ronald Truax, Dr. Leo Cusumano, Timothy LaFever, Dr. David Brubaker, Dr. Willard Simons Dr. Gary Ogden, Public Health Director, Thomas Hull, Deputy Public Health Director/Environmental; Pamela Cockle, Accountant; Theresa Moore, Public Health Educator; T. Vicky Gaeta, DPS; Donna James, QA Coord., Lori Ballengee, Supr. Public Health Educator, Curtis Crandall, Chairman of the Board of Legislators		**ABSENT:** Dr. Zahi Kassas, , Catherine Richmond **NEXT MEETING:** January 8, 2007	

AGENDA /TOPICS	DISCUSSION (CONISE SUMMARY)	ACTION/NEXT STEPS
Approval of Minutes	Requested approval of November 6, 2006 Minutes	Tim LaFever made a Motion to approve the Board of Health Minutes, Dr. Will Simons seconded. Motion Carried
T. Vicky Gaeta, DPS Public Health	We have hired a nurse to fill the vacant position. This nurse will work the alternate work week; she will begin in January. Flu vaccine: We have cancelled 85 vials and will finish up with our public clinics next week.	For Information Only.
T. Vicky Gaeta, DPS Homecare	Home care is very busy with many cases being high intensity.	For Information Only.
Thomas E. Hull PODS	There were three Point of Distribution Drills completed last month, which entailed having flu vaccine distributed and given over a short period of time. One was at JHM on Nov. 11; and two were on Nov. 16—one at CMH and one at the County Health Dept. Clinic.	We had 1,000 doses of vaccine for these PODS; we distributed 600. We will do another POD at Alstom in Wellsville this week.

Thomas E. Hull Lead	Discussed possibility of a Lead Assessment contract with Cattaraugus and possible Wyoming Counties. This is an effort where Lead services would be shared among the counties.	For Information Only.
Lori Ballengee, Supr. Public Health Educator	Lori noted that the WIC Staff has moved into their new location at 3453B Rte. 417, Wellsville, (Worth W. Smith Building). The BioTerrorism Staff and Cancer Screening Staff are also located at this facility.	The move for all programs was completed last week.
AGENDA /TOPICS	**DISCUSSION** (CONISE SUMMARY)	**ACTION/NEXT STEPS**
Dr. Gary Ogden, Public Health Director	Distributed and discussed the Commission on Health Care Facilities Panel report that was sent out. Rural WNY has been spared any hospital closing.	For Information Only.
Hard work & Success of Dept. of Health	Department of Health has had a financially "tight" year made difficult by overtime generated by vacant positions.	For Information Only.
APC Agreement	Discussed NAACHO one year Grant of $435,000. WNYPHA 11th APC and 1st Rural APC; Allegany County is lead agency.	For Information Only.
	Gary thanked the Board of Health for all the time and effort that they have given.	
AGENDA /TOPICS	**DISCUSSION** (CONISE SUMMARY)	**ACTION/NEXT STEPS**
"Say No to Big Tobacco" Petition	In October, Kate O'Stricker from the Tobacco Coalition presented information on an effort to ask companies to sign a	A motion was made by Dr. David Brubaker and seconded by Tim LaFever to sign the "Say No to Big Tobacco"

	petition to "Say No to Big Tobacco"; this is an effort to have companies and organizations stop accepting money from tobacco companies. Ms. O'Stricker asked that both the Board of Health Members and Allegany County Health Dept. sign this petition. At that time, it was stated that the Board of Health members would look at the information distributed and would address signing the petitions at a future meeting.	petitions.
Curtis Crandall, Chariman, Board of Legislators	Expressed Thanks to the Board of Health.	
	Meeting Adjourned at 9:14pm	**NEXT MEETING – January 8, 2007** **Health Department Conference Room**