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Board of Health Minutes – 2/1/2010

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Board of Health
Meeting Minutes from
February 1, 2010

The following members of the Board of Health were present:
Timothy LaFever, Dr. Willard Simons, Sherry Herdman, Dr. Leo Cusumano, and Douglas Burdick. Allegany County Department of Health Medical Director Dr. Christopher Depner was present.
Others present were Lori Ballengee, Public Health Director, Thomas Hull, Deputy Public Health Director and Laurie Hennessy, Director of Patient Services.

The meeting was brought to order at 7:03pm by Lori Ballengee. Lori announced to the Board Members since Ron Truax did not run again for reelection as a legislator we needed to fill his position as Board of Health President until July. A motion was made by Sherry Herdman to nominate Dr. Cusumano as President of the Board of Health and this motion was seconded by Tim LaFever. Motion was carried. Dr. Cusumano will fill seat of Ron Truax as President of the Board of Health until July 2010.

A motion was made by Tim LaFever to nominate Sherry Herdman as Vice President of the Board of Health. This motion was seconded by Willard Simons. Motion Carried. Sherry Herdman was elected as Vice President until July 2010.

The minutes from the October 5, 2009 meeting were approved with a motion from Tim LaFever and seconded by Willard Simons. Motion Carried.

Lori Ballengee commented on the staffing changes recommended by Altreya. They recommended the Health Department capitalize on skills of the employees. All the program staff and managers of the Health Department are being offered classes in Excel, Word, Power Point and Publisher. Employees are encouraged to think more about how money is spent in the department, how to be more economical in their spending and how to maximize efficiency.

Lori reported the Health Department has been given the OK by Human Services to create a Public Health Technician Position and the Environmental Secretary position has been abolished. This will only cost the Health Department $100.00 more per year. The newly created position will be of great help to the Sanitarians since the person who will hold the Public Health Technician position will be able to go out and do some of the testing which is required of the Environmental Division; it will also generate some revenue.

The Public Health Educator position still needs to go to Ways and Means for approval.

The Health Department is moving forward with the recommendations made by Altreya and moving ahead with more programming staff versus clerical staff. The 2009 budget was projected to be about $550,000 under budget as of October, 2009. The Health Department is generating more revenue than is budgeted and the services have not decreased with fewer staff meeting the program expectations.

The Annual Report was not ready for presentation to the Board of Health so discussion was tabled until the April Board of Health meeting. The Annual Report will be emailed to Board of Health members for their review before the next Board of Health Meeting scheduled for April 5, 2010.

Thomas Hull gave an update to the Board of Health on the Country Estates Mobile Home Park and Patton's Mobile Home Park. Both properties are in foreclosure with minimum involvement from the Health Department. First Citizen's Bank (Mansfield, PA & Wellsville, NY branches) is involved the foreclosure for Patton's MHP. Only 3 Trailers are occupied at the current time so there is not much jurisdictionally the Health Department is responsible for. However, the Health Department is continuing to take water samples required under Subpart 5-1 of the New York State Sanitary Code (NYSSC), and any problems that come to the Health Department's attention concerning that MHP are referred to the bank for action, as needed. Bayview Loan Servicing of Coral Gables, FL, is involved in the foreclosure on Country Estates MHP. The Health Department has ensured that a certified water operator (Dan Gardner from Wellsville) is overseeing the operation and maintenance of the water system serving that MHP. The Health Department also continues to take water samples required under NYSSC Subpart 5-1, still inspects the MHP for compliance with NYSSC Part 17 regulations, and reports problems needing correction to the "Receiver" in the foreclosure action, an attorney (Susan Duke) with an office in Lakeville, NY. General maintenance of the park has been adequate since Ms. Duke was named "Receiver"; however, continued maintenance will likely depend on how much money Bayview Loan Servicing is willing to put into the MHP to sustain its financial interest prior to the time an acceptable offer for the MHP is brought to them. It would not be surprising if either or both lending institutions walk away from the parks at some point to cut their losses, at which point the parks would likely fall into county possession pending a tax sale. It may become necessary at some point for the Board of Health to intervene and order closure of the MHP and removal of the tenants if their safety becomes compromised due to deterioration of the parks due to lack of oversight and maintenance.

Laurie Hennessy reported to the Board of Health she revised both of the Policy and Procedure manuals for LHCSA (Licensed Health Care Services Agency) and Immunization.

The Allegany County Department of Health has given and/or distributed over 10,000 doses of H1N1 and seasonal flu vaccine. The Health Department continues to hold nearly daily clinics. The Health Department has held 3 large P.O.D.'S (Point of Distribution) which were very well attended. Residents are still making appointments at our immunization clinics. Laurie reported our November POD vaccinated over 1400 people that were given 1600 vaccinations for H1N1 and Seasonal Flu. 35 to 40 volunteers assisted 5 Health Department employees in the delivery of the vaccine to residents. Genesee Valley Central School generously donated their site for the P.O.D. Holding this P.O.D. helped us keep up with the demand for the H1N1 and Seasonal Flu vaccine. The H1N1 and seasonal flu vaccine is still being offered at our Walk-in-Clinics and at the Senior Luncheon Blood Pressure Clinics. The Health Department is currently using Family Planning work sites for Walk-in-Clinics to offer H1N1 and Seasonal Flu Vaccine to the residents of Allegany County. WIC Clinic sites are also offering H1N1 and Seasonal Flu Vaccine to residents.

Laurie Hennessy gave updates on LHCSA. LHCSA will officially be 1 year old in March. The Health Department has removed Medical Social Worker and Nutritionist from our LHCSA due to the fact that we are unable to be paid for these services and we are able to refer anyone who needs them elsewhere.

Statistics on Well-baby visits have improved dramatically. 87% is the lowest result on the last audit collation upon chart review. If more than one visit is needed, the Health Department will refer them on to a Home Care agency. Referrals for well-baby visits are received from doctors and hospitals who want the Health Department to follow-up with new parents. Laurie indicated there is a policy change to well-baby visits, attempt to contact the family will be made within 7 days of referral receipt and visit made upon the convenience of the family

Currently the Health Department has one D.O.T. (Directly Observed Therapy) patient. The patient is to be seen for 8 weeks everyday Monday through Friday. This patient wants to be off therapy. The nurse who goes out to see this patient makes sure the patient takes his/her medications and answers any questions they may have. Patient was seen Monday through Friday for the first 4 weeks then returned to work. Patient is called daily to see if he/she is working or home and if a visit is accepted. New York State representative is aware as is MD.

The Health Department currently has three Latent TB patients. Each one is seen 1 time a month. Laurie reported on the Lead program. The Health Department is currently sending out information to daycares and parents for education about Lead Poisoning Prevention. The Public Health Nurse is going out to the Day Care Centers in Allegany County and providing education to children and caregivers about Lead Poisoning Prevention. The Health Department currently has 3 cases they are following with the highest BLL (Blood Lead Level) being 22. In one of these cases the parents feel they have done sufficient remodeling to lower the risk of lead poisoning. The Health Department has a Lead Care II machine to test children for Lead Poisoning. The CLIA waiver came back with lead testing on it, but the Health Department has not received word that the policies and procedures are approved for testing as yet.

The policy and procedures have been reviewed for the Immunization Program. The payment procedure was adopted. The payment procedure makes the program a bit less cumbersome. Fees for immunizations were reviewed and changed as necessary. The immunization program bills any insurance with the exception of Medicaid. Medicaid is not being billed at this time as there are issues with the billing. A motion was made to approve the immunization payment procedure as presented by Dr. Simons and seconded by Dr. Depner. Motion carried. Both LHCSA and Immunization policy and procedure changes were adopted and approved changes/amendments to written policies by a motion by Dr. Simons and seconded by Dr. Depner. Motion carried.

The Family Planning Sliding Fee Scale was presented to the Board of Health. A motion was made by Dr. Simons to approve the Family Planning Sliding Fee Scale and Dr. Depner seconded that motion. Motion Carried. Laurie stressed the importance of maximizing revenue in the Family Planning Program. The Health Department does bill Medicaid in the Family Planning Program. The medication pricing was reviewed and changed to reflect current costs. If the patient who comes to a family planning clinic does not have insurance, they are referred to facilitated enrollment. Patients are encouraged to receive adult immunizations at the Family Planning Clinics.

Laurie mentioned she had spoken to Craig Braack about the shredding of documents by the company in Elmira. The individual date must be written on the box to be destroyed. The company in Elmira gave the county a less expensive bid than a local company which is located in between Allentown and Bolivar. Laurie gave the annual report on the individually identifying health information storage and disposal. Craig Braack, County's Records Management Officer, verified storage is in a secure area, password protected, only available to authorized Health Department staff. The disposal procedure is shredding and a record of Health information will be developed and retained indefinitely.

Laurie reported our immunization rate is very high compared with other counties. Clinics are being held until 5:30pm and for the most part nurses are flexing their day to work these clinics. Laurie noted that 4000 doses of seasonal flu vaccine have been ordered for next year.

Laurie reviewed the 2009 accident incident log with the Board of Health members. She indicated 3 medication errors occurred at Genesee Valley Central School during the clinic. One incident in a regular clinic occurred where a man ran into a door and fell down. VARS report indicates both H1N1 and Seasonal Flu vaccine (both inactivated vaccine) were administered to a patient with the patient waking up the next morning unable to move their limbs and incontinent. The patient is now reported to be just fine. The one patient at a POD had numbness and was sent to the emergency room via ambulance. Laurie submitted a VARS report. In a regular clinic a child was given Adult Hepatitis A instead of Pediatric Hepatitis A. Child is fine. Both primary care physician and mother were informed.
The next meeting has been scheduled for April 5, 2010 at 7:00pm.

Being no further business to come before the board, a motion was made by Tim LaFever to adjourn the meeting and seconded by Doug Burdick. The meeting was adjourned at 8:13pm.

Respectfully submitted,
Janet Norris
Confidential Secretary

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Board of Health

Meeting Minutes from April 5, 2010

The following Board Members were in attendance: Timothy Lafever, Dr. Rajan Gulati, Dr. Leo Cusumano, and Douglas Burdick.

Medical Advisor Dr. Christopher Depner was in attendance.

Others in attendance were Lori Ballengee, Tom Hull, Laurie Hennessy and Madelyn Thornton.

Absent were Dr. Willard Simons, and Sherry Herdman.

Madelyn Thornton, Case Manager for Cancer Services of Allegany and Cattaraugus Counties and the Quality Assurance Coordinator for the Allegany County Department of Health was introduced to the Board of Health.

The meeting was called to order by Board President Dr. Cusumano at 6:58PM.

A motion was made by Tim LaFever to approve the minutes from the February 5, 2010 meeting and seconded by Dr. Gulati. Motion Carried.

Lori Ballengee indicated Wellsville and Scio currently have fluoridated water supplies. It was noted this practice is really outdated. Wellsville and Scio may be encouraged to discontinue this practice by the Board of Health. There has been a long time debate about whether fluoridation has any real impact on improving dental health. It was noted that fluoridation is really expensive to maintain. The Board of Health decided to have the Allegany County Department of Health send out a survey letter to all of Dentists in Allegany County to see what their opinion is on fluoride in the water system. Mrs. Ballengee will report on the results of this survey at the next scheduled Board of Health Meeting in June for further discussion.

A copy of the Health Department's 2009 Annual Report was given to the Board members for their review several weeks ahead of the meeting. Lori noted over 7000 H1N1 vaccinations were given to the public last year. Health Department staff was able to vaccinate more than double the patients with zero dollars extra paid to staff. The public health educators played a very important role in this outcome by educating the public of the need to receive this vaccination and with public service announcements on the radio and in the newspapers regarding clinic times, sites etc.

The final 2009 budget figures for the Health Department showed it as being $161,052 over budgeted revenues and $950,287 under budgeted expenses.

Doug Burdick questioned the difference in the figures from 2008 and 2009 in regard to the expenses for the preschool program. Lori noted B.O.C.E.S. has been more current with their payments and submitting their rates as one possible explanation for some of these differences.

Lori mentioned Dr. Richard Daines, the Commissioner of Health for New York State, will be visiting the Health Department on April 8, 2010 to see if there are any questions or concerns by staff or by the Board of Health which he could address.

He also will be giving our Health Department an award for administering H1N1 Influenza vaccine to county residents. He is making a tour of all the County Health Departments in New York State.

Dr. Cusumano agreed to continue on as a Board of Health member for another term. His current term expires on July 7, 2010. Lori will present this information to the Board of Legislators for their approval.

Tom Hull presented information to the Board of Health on the new Tanning Regulations. The Human Services committee chose to "opt-in" to this program during its meeting on March 3, 2010, meaning the Health Department will manage and administer this new State Sanitary Code requirement within Allegany County. State DOH provided training for owners of facilities with tanning units will begin sometime in May or June. There will be training for sanitarians in how to check the tanning units in accordance with code requirements, prior to full implementation of this program which is tentatively scheduled for November 2010. Every two years the Health Department will conduct an inspection of the tanning units at a fee of $50 per unit, and a $30 facility permitting fee. There are approximately 19 to 20 facilities in the county with tanning units, so this could mean an additional $2,500to $3000 in revenue for the Health Department every two years. A motion was made by Tim LaFever to approve the Health Department to carry out this new program responsibility instead of State DOH. This motion was seconded by Dr. Gulati and the motion was carried.

Tom Hull informed the Board of Health about the Clean Indoor Air Enforcement Action with The Herbert W. Delong Post 808 American Legion located in Belmont. The Health Department imposed a $200.00 fine due to a complaint filed with the Health Department. An informal hearing was held with the President and Financial Officer of the Legion to educate them on their responsibilities under the law to prevent smoking from occurring within the facility.

A discussion was held in regards to the proposal of putting a water supply at the Landfill site. A proposal has been made to move the Public Works offices located in the County Office Building to near the county landfill on county road 48, and a well would be needed to provide water for the employees. Due to fear of potential contamination of such a well by leachate from the landfill, creating possible health concerns among the county employees using this water, the sensibility of a well at this site was discussed. Board members felt a water well in this area would not be a good idea.

Tom noted in a recent Human Services meeting a complaint had been made by an employee about cigarette smoke entering the building from smokers outside entranceways to the County Courthouse Building, and that this smoke was aggravating this persons allergies. There were also 4 or 5 additional complaints received from other county employees about this same issue. Tom asked if the Board of Health would like to set a policy on smoking by employees on the County Office Building campus. He indicated the State of New York does not have a policy regarding smoking outside State Office Buildings that is managed by the NYS Office of Government Services. Dr. Depner made a motion to make the Allegany County Office Building a smoke-free campus. This motion was seconded by Dr. Cusumano and the motion was carried.

Laurie Hennessy asked the Board of Health if they would approve a standing order for Allegany ARC to obtain Tubersol and syringes from the Health Department for PPD Testing at their facility. This is a standing order that has been approved annually by the Board of Health for several years. A motion was made by Dr. Cusumano to approve the standing order. Dr. Gulati seconded the motion. Motion carried.

Laurie reported the nurses were making baby visits from referrals by hospitals and from birth certificates. Laurie also reported we have one TB patient who no longer is under directly observed therapy for home visits but the patient is called on a nearly (M-F) basis. The patient's sputum test came back negative. The patient is back to work.

Laurie Hennessy indicated she would like to be able to do Qauntaferon Blood Tests on TB patients. Monroe County currently uses these tests on college students. Generally college students from foreign countries who attend school in the United States are urged by their families to refuse treatment for TB. By administering a Quantaferon Blood test this tells us if the patient has been exposed to TB. Laurie will get more information from Cattaraugus County, MaryAnn Powers, whose lab performs the Quantaferon testing.

Laurie presented the sliding fee scale for Lead Testing. NYS law indicates we cannot charge for patients who are at the 200% poverty level. A motion was made by Dr. Depner to approve the sliding fee scale for Lead Testing. The motion was seconded by Dr. Gulati and motion was carried. Laurie has updated the policy and procedure guide for the year. The Health Department will begin using the Lead Care II machine for testing in half day clinics. If a reading of 8 or above then a follow-up venipuncture is recommended. We are currently testing 50% of the eligible children in the county. The Health Department's goal is to reach 70% to 80% of all eligible children. Physicians in Allegany County are doing more lead testing and WIC is also doing more Lead Testing in their clinics as well.

Laurie reported the Health Department can administer Hepatitis A and B at no charge for adults. (Insurance is not a factor). The Health Department is promoting the administration of these vaccinations and would like to give these vaccinations to restaurant workers and school employees. Laurie noted if a group of 10 or more at a site would like the vaccine, the Health department would go to the site. Under an ARRA grant, Zostavax, TDap, HPV and Pneumovax will soon be available and can also be administered at no cost. (Insurance is not a factor). HPV can now be given to males. The administration of HPV is currently being given to males and females in the Health Department's Family Planning Clinics and immunization clinic.

Laurie presented to the Board of Health a contract for the Health Department to become an in-network provider with Today's Options. Many seniors who receive their influenza shots through the Health Department carry this insurance and this would benefit these patients as well as the Health Department. Laurie also presented a contract from United Health Care to become an in-network provider with them. Many of our Early Intervention children would benefit from our contracting with United Health Care. A motion was made by Dr. Cusumano to sign the contracts with Today's Options and United Health Care to become in-network providers with these insurance carriers. Tim LaFever seconded the motion. Motion carried.

Laurie asked the Board of Health for their approval of a policy for the receptionist to be able to hand out dental dams and condoms to patients who request them. A motion was made by Dr. Gulati to approve the policy and have the receptionist hand out the dental dams and condoms to patients who request them. This motion was seconded by Tim LaFever. Motion carried.

Madelyn Thornton presented information on Komen Kares and indicated the Health Department just received a grant for $39,000.00. Komen Kares program assists women with breast cancer. This program is able to assist with things such as gas cards for their trips to chemotherapy, for the purchase of prosthetic devices and wigs and assisting with co-pays. Madelyn indicated they would be starting a support group this year.

Madelyn also spoke about Cancer Services of Allegany and Cattaraugus Counties. This program provides services for the underinsured and the uninsured. If a patient has a positive result on a cancer screening, Cancer Services will pay for follow-up services for the patient. Cancer Services has a recruiter who goes out and makes the public aware of services, such as health fairs etc. Cancer Services employs a Case Manager who works with patients who have received positive screenings and helps them through the process of seeking follow-up care. Madelyn gave each of the Board of Health Members a wooden note pad holder with the Cancer Services Program logo etched on it.

Madelyn reported on what she has been working on in regards to Quality Assurance for the Health Department. An occurrence screen was created which has a list of events. When one of these events occurs, such as an incorrect procedure or a policy was not followed, these events are tracked and if necessary a corrective action plan will be developed to prevent reoccurrence in the future. She is in the process of developing a checklist for documentation of well baby/mother visits. Madelyn is looking at standardizing packets to give to these new mothers. Madelyn is working with Janet Norris to develop a spreadsheet for credentialing and proper documentation of physicals, PPD's etc.

Laurie Hennessy stated she is adding H1N1 and Seasonal Influenza vaccinations in the NYSIIS program. She reported a child less than 2 years of age was given the nasal influenza vaccine in error. Patient's parent or guardian put down the wrong date of birth on the paperwork. All the H1N1 and seasonal flu vaccines that were uploaded to CDMS have not been put into NYSIIS by NYS. This is now being done manually but may take several months. There may be more errors found as these are put into NYSIIS. Laurie reported a Medicaid billing problem. The employee did not enter correct information which is technically considered fraud. In six different instances this employee billed incorrectly. Billing tasks have been relieved of this employee. The Board fully understands the liability involved with this activity, and Dr. Cusumano recommended we use Medent for billing and will refer his representative to the Health Department.

With no further business to discuss, the meeting was adjourned at 8:35pm.

The next Board of Health Meeting is scheduled for June 7, 2010.

Respectfully Submitted
Janet E. Norris

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Board of Health
Meeting Minutes for July 12, 2010

The following Board members were in attendance: Dr. Rajan Gulati, Sherry Herdman, Dr. Leo Cusumano, and Doug Burdick.

Others in attendance were Lori Ballengee, Laurie Hennessy, Tom Hull, Theresa Moore, Maxine Warner, Karen Flanders, Fred Sinclair, Kevin LaForge and Larry Shilling.

Board members absent were, Dr. Willard Simons and Tim LaFever.

The meeting was called to order by Board of Health President Dr. Leo Cusumano at 7:03pm.

A motion was made by Sherry Herdman to approve the minutes from the April 5th meeting. This motion was seconded by Dr. Gulati. Motion carried.

Since there were many people in attendance to the meeting, everyone introduced themselves.

Maxine Warner, Family Planning Health Educator discussed some educational materials which were given to the Board of Health for their review and approval. The educational materials were pamphlets on talking with your teen or preteen about HIV/AIDS, Emergency Contraception also known as Plan B and a business card to give to teens telling them about Family Planning Clinics and the emergency contraception. These pamphlets will be used to educate teens on the Health Department's Family Planning programs and clinics and let them know what services are available to them. The Board of Health gave their approval for using the pamphlets and handing them out to teens.

Theresa Moore, Supervising Public Health Educator, presented a power point presentation on the Annual Community Health Assessment for 2010-2013. She presented information on county population, income status, education, housing, dental health, maternal and child health, chronic diseases, injury control, communicable disease, etc. The three priority prevention agenda areas selected by the Allegany County subcommittee were physical activity and nutrition (obesity), tobacco use and unintentional injury fall prevention among the elderly population.

Public Works would like to eventually move their office and work site to the D.P.W. stockpile area on County Route #48 south of the landfill outside of Belmont. They want to put a well on this site for the use of the employees. Much discussion took place in regards to how wise it might be to place a potable water well near a landfill site. No money or specific plans have been approved at this time toward such a move.

Larry Shilling, Western Region Landfill District Manager and Karen Flanders, Environmental Health and Safety representative, employees of Casella were present to give information and answer questions on the Marcellus Shale Report. There was a lengthy discussion on the drilling through shale and the cuttings which remain and how they are disposed of and how it impacts the environment or not. Karen reported there is an analysis currently being done and she indicated she would like to come back to another Board of Health meeting and report on the findings of this analysis. The Board of Health agreed

they would like Karen Flanders and Larry Shilling to come back and report their findings and continue the discussion.

Laurie Hennessy reported she is waiting to have an audit performed by the State Department of Health on the LHCSA (Licensed Health Care Services Agency) program. The nurses are continuing to do baby visits and visit new mothers.

In the Lead program, employees are starting to send out educational materials to parents with children who have a blood lead level of 5. No action is required by NYS guidelines until the child's blood lead level is 10. By sending out educational materials to parents when children's blood lead levels have not reached alarmingly high levels, parents can make environmental changes and nutritional changes to reduce lead exposure to their children and in turn lower their children's blood lead levels.

In regards to communicable diseases, there has been one case of legionella and 13 pneumonia cases were reported in one weekend.

Laurie H. would like to go to Manor Hills to hold a clinic and administer TDap and Pneumovax immunizations in the near future. She would also like to hold an immunization clinic at the Wellsville Family Planning Clinic site and offer TDap and Pneumovax to the public

Laurie Hennessey would like to try to reach young people and educate them about sexually transmitted diseases by handing out cards to people after they have received a vaccination. The card would give them free admission to a local restaurant/bar to listen to the band but more importantly advertise the Health Department's family planning clinics, gardisil vaccine etc. Board of Health members were agreeable to the idea. Laurie H. will attempt to find an establishment that will work with the Health Department in this regard. This idea originated at the Quality Improvement Committee meeting in June.

Lori Ballengee presented the fluoride survey results received from local dentists and physicians. This fluoride survey was looking at the addition of fluoride in water in the towns of Wellsville and Scio and if it is beneficial or not. The response was overwhelmingly in favor of adding fluoride to the water. The Board of Health determined they would like some further statistics before moving ahead with the results. The Board would like to see the caries rate in Wellsville and Scio in comparison to the rest of the communities in Allegany County.

Lori reported on the visit from Dr. Daines who is the Commissioner for the New York State Department of Health. Dr. Daines gave Allegany County Department of Health a glowing review and gave the Health Department an award for their work in immunizing the public with the H1N1 vaccine.

A motion was made to by Sherry Herdman and seconded by Dr. Gulati to elect Dr. Leo Cusumano for President of the Board of Health for 2010-11 year. Motion carried.

For the office of Vice President a motion was made by Dr. Cusumano and seconded by Dr. Gulati to elect Tim LaFever . Motion carried.

Lori indicated to the Board of Health she would like to begin a Community Health Wellness Program. A pilot program could begin at the Health Department clinic and be staffed by existing nurses. However, she indicated a need to have a community educator on board to provide the essential educational/behavioral component. She would like to incorporate screenings such as blood pressure, BMI (body mass index), blood glucose levels, etc. along with educational materials and counseling.

Some public health equipment has been purchased such as digital scales and glucometers. Dr. Cusumano suggested we do A1C tests along with Vitamin D screenings. A patient utilizing the Community Health Wellness program would be screened and referred to a physician for follow-up if necessary. Dr. Cusumano suggested we have a registered dietician on board to help with nutritional guidance. The Board members agreed this would be an excellent program to pursue.

The Board of Health decided to hold their Christmas dinner meeting on December 6, 2010.

The Board of Health went into executive session to discuss past and previous employment history. The Board came out of executive session and a motion was made by Sherry Herdman, seconded by Dr. Cusumano to support and recommend the hiring of a Community Health Educator. There were 3 yes votes and 1 no vote.

The next Board of Health meeting is scheduled for September 13, 2010 at 7:00pm.

With no further business to come before the board, the meeting was adjourned at 9:15pm.

Respectfully Submitted,

Janet Norris

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SEP 22 2010
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Board of Health Meeting
Minutes – September 13, 2010

The following Board Members in attendance were: Sherry Herdman, Doug Burdick, Dr. Cusumano, and Dr. Simons.

Others in attendance were Tom Hull and Laurie Hennessy.

Board Members Absent: Tim LaFever and Dr. Gulati.

The meeting was called to order by Deputy Public Health Director Tom Hull at 7:03pm. A motion by Sherry Herdman was made to approve the minutes from the July 12, 2010 as read. A motion was seconded by Dr. Simons. Motion carried.

Tom Hull reported on the results of the Administrative Hearing held on July 28, 2010. Dan Hale, Administrative Hearing Officer presided at the hearing with Tom Hull, Deputy Public Health Director and Dean Scholes, Public Health Sanitarian and the respondent Carol Ensell present. The Allegany County Department of Health received a complaint of sewage discharge from the residence of Paul and Carol Ensell located at 5064 Amity Lake Road in Belmont, New York. Dean Scholes met with the respondents and a dye test was done that confirmed a discharge at their residence. The respondents were notified that they were in violation of Article II, Section 2, Subsection 2.1 of the Allegany County Sanitary Code. The respondents were told the system had to be repaired or replaced and the respondents understood and they would have to have the system replaced or repaired by July 15, 2010. The expiration date passed and the septic system had not been repaired or replaced as per agreed upon. The Board of Health agreed they have had more than enough time to correct the violation. The Board of Health also agreed to give the respondents until October 15, 2010 to have the septic system repaired or replaced to correct this violation, or a fine of $500 will be assessed against the Respondents, with an additional $10 per diem fine from that date until the violation is abated. Further enforcement action, up to and including the condemnation of their property, until the violation in question has been corrected, will b e considered as a means to gain compliance and eliminate the public health hazard the Respondents failed septic system has caused.

Tom Hull noted some personnel changes within the Health Department. Cynthia Paxhia, Family Planning Nurse has left the Health Department to begin a teaching position in the Alfred Nursing Program. The Family Planning Public Health Nurse position has been advertised in the newspapers and the Health Department is actively recruiting a new person.

Dean Scholes , Public Health Sanitarian has left the Health Department to join the staff in Department of Public Works.

Tom indicated to the Board of Health he would like to create a water specialist position. He would like to make this a contracted position through Cornell Cooperative Extension. The water program is very labor intensive and time consuming and doesn't leave adequate time to devote to the other programs the environmental health staff needs to work on as well. Tom asked for approval to pursue the possibility of Cornell contracting with the Health Department for the position of Water specialist. A motion was made by Dr. Simons to discuss the possibility of contracting with Cornell to create the position of water specialist. This motion was seconded by Sherry Herdman. Motion carried.

Laurie Hennessy reported HIV testing must be offered each time a client comes in for a physical in the Family Planning Clinics. This law went into effect on September 1, 2010. The HIV test may be done by a finger stick or orally with a swab.

Laurie asked the Board of Health to review new policy and procedures for the Use of Cholesterol Monitor, Use of a Glucometer, Use of Hemoglobin Meter, and Rapid HIV Testing-Oraquick Advance. A motion to approve the policies and procedures for the Use of Cholesterol Monitor, Use of a Glucometer, Use of Hemoglobin Meter, and Rapid HIV Testing-Oraquick Advance was made by Dr. Cusumano and seconded by Sherry Herdman. Motion carried. Laurie explained the Cholesterol Monitor and the Glucometer were purchased and will be used in the new Wellness Program which is currently being developed. This is a new program the Health Department will begin sometime in the upcoming months.

The Immunization program is growing rapidly. Allegany County Department of Health has received 4000 doses of Influenza vaccine. The Health Department has set up various clinics with schools, industry, churches nursing homes, and senior luncheon sites to offer the residents of Allegany County immunizations which include the following: Influenza, Gardasil, Hepatitis A , Hepatitis B, Tdap (Tetanus Diptheria and Pertussis), Pneumovax, and HPV (Human Papillomavirus).

As part of the Lead program letters are sent out to parents of children with BLL (Blood Lead Levels) between 5 and 10 educating the parents on how to help reduce the blood lead levels in their children with environmental literature and diet suggestions. Sending out this information to the parents seems to be helping. There are currently 8 cases of children with blood lead levels of 10 or above the Health Department staff are following.

Laurie reported we currently have 6 latent Tuberculosis Infection cases.

Norilyn Patrick, Nurse Practitioner requested to take some time off for about 2 weeks. During that time Sherry Herdman, Nurse Practitioner agreed to cover her clinics once the proper agreements are in place. Tom Miner's counsel has been requested.

Laurie noted a person fell recently outside of the County Office Building. The Health Department should not treat persons who fall and are injured outside or inside our building.. Everyone who works at the County Office Building has an unwritten obligation to call an ambulance if one is needed and allow them to treat the patient.

Laurie reported to the Board of Health a former nurse who worked for the Health Department filed a complaint against the Allegany County Department of Health with the Labor Board. Laurie reported the Labor Board's findings and what the Health Department has to do to respond to the complaint.

With no further business to come before the Board of Health, the meeting was adjourned at 7:55pm.

Respectfully Submitted,

Janet Norris.

NOT APPROVED

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Board of Health Meeting
Held on December 6, 2010
At Moonwink's Restaurant

The following board members were in attendance: Dr. Gulati, Dr. Simons, Dr. Cusumano, Doug Burdick, and Sherry Herdman.

Absent: Tim LaFever

Others present: Lori Ballengee, Tom Hull, Theresa Moore, Maxine Warner, Matt Moretti, Curt Crandall, Mike Healy and Kevin LaForge.

The meeting was called to order by Lori Ballengee, Public Health Director at 6:23pm.

A motion was made by Sherry Herdman to approve the minutes from the November 1, 2010 meeting. This motion was seconded by Dr. Cusumano. Motion carried.

A new sliding fee scale for the adult immunization program was presented to the board for their review. A motion was made by Sherry Herdman to approve the sliding fee scale for the adult immunization program. The motion was seconded by Dr. Cusumano. Motion carried.

Lori reminded the board members to complete their corporate compliance information and turn in their attestation form and answer sheet to Janet Norris as soon as possible.

A correction was made on the laboratory testing policy for the Gonorrhea and Chlamydia Amplified DNA probe test. This corrected policy was distributed to the board members for their review. Dr. Simons made a motion to approve the policy for the Gonorrhea and Chlamydia Amplified DNA probe test. This motion was seconded by Dr. Gulati. Motion carried.

November 22, 2010, the new septic system that had recently been installed by contractors working for Paul and Carol Ensell was approved. They are now in compliance with the Health Department and have corrected the illegal sewage discharge.

An administrative hearing was held on November 16, 2010, regarding multiple Clean Indoor Air Act (CIAA) violations involving "Bernie's", a bar/tavern in the Village of Canaseraga owned and operated by Bernard Hoffman. The hearing was presided over by Danny Hale, Administrative Hearing Officer for the Allegany County Health District. Mr. Hoffman has been cited a total of 4 (four) times for smoking violations in his establishment. Danny Hale found Mr. Hoffman to be guilty of violating the CIAA, and recommended a fine of $1,000.00, due January 1, 2011. The size of the fine was based on the number of violations Mr. Hoffman has been cited for, and his apparent disregard for complying with the CIAA. Tom Hull, Deputy Public Health Director, presented all necessary information regarding the hearing to the Board of Health so they could discuss the Hearing Officer's findings and recommendations. The Board decided to issue a Board of Health Order directing Mr. Hoffman to pay a fine of $500.00, due to the Health Department by January 1, 2011. A motion was made by Doug Burdick to impose a fine of $500 instead of $1,000. This motion was seconded by Dr. Cusumano. Sherry Herdman opposed this motion. Motion carried. A Board of Health Order to this affect will be developed and sent to Mr. Hoffman.

By law, Mr. Hoffman will have 15 days from his receipt of the Order to file an appeal of the Order with the Board of Health. Such an appeal, if made, will be considered and decided upon at the Board of Health's next regularly scheduled meeting.

With no further business to come before the Board of Health, a motion was made by Doug Burdick to adjourn the meeting. This motion was seconded by Dr. Cusumano.

Respectfully submitted,
Janet Norris