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Board of Health

Meeting Minutes February 7, 2011

The following Board of Health Members was in attendance: Sherry Herdman, Dr. Cusumano, Dr. Gulati, and Doug Burdick.

Members absent were Tim LaFever and Dr. Willard Simons.

Others in attendance were Tom Hull and Laurie Hennessy.

Dr. Leo Cusumano called the meeting to order at 7:03pm.

The minutes from the December 6, 2010 Board of Health meeting were approved with a motion from Dr. Gulati and seconded by Doug Burdick. Motion carried.

Tom Hull, Deputy Public Health Director, reported to the Board of Health that Elm Valley Estates, a mobile home park on Route 417 in the Town of Wellsville, had high levels of iron in their water. The owner/operator of the park corrected problem by drilling a second well and establishing two separate water systems to feed the trailers in the park. Each system now supports a total of four trailer sites. As such, Mr. Wilkins is no longer regulated as a public water supply, as neither of the two systems now in place meets the definition of a public water supply. However, the mobile home park itself will continue to be regulated and permitted for operation by the Health Department.

Tom reported Bernard Hoffman, owner of Bernie's, paid his $500.00 fine for his violation of the Clean Air Indoor Act.

Mr. Hull reported to the Board of Health the names of employees recently hired by the Health Department. Sherry Abbey was hired as a Medical Records Computer Operator. Larry Hoyt is the new accountant for the Health Department. Kristen Fuller RN will join the Health Department on February 14, 2011 as a Public Health Nurse.

Tom announced Dan Russo recently resigned as a County legislator from County Legislative District IV. Mr. Russo had been a member of the Human Services Committee, the Legislative Standing Committee that oversees Health Department activities. Karl Graves has been appointed to serve as legislator to fulfill the rest of Mr. Russo's term. Mr. Graves will also fill Mr. Russo's seat on the Human Services Committee for the rest of his term.

Laurie Hennessy, Director of Patient Services, recently updated the following forms and policies and procedures: Comprehensive Collation Summary Form, Orientation checklist, identification of patient, public health questionnaire, maternal postpartum home visit assessment, newborn home visit assessment, letter to new mothers, annual assessment, pre-employment/annual physical examination, occurrence screen educational in-service, occurrence screen, informed consent to perform HIV testing part B, Hippa compliant authorization for release of medical information and confidential HIV related information, licensed home care service agency audit tool, personnel record forms, clinical record forms, staff development forms, admission, retention and discharge of patients, annual competency review, mandatory in-service training packet, employee performance appraisal, tuberculin skin test, injection: intramuscular, injection: subcutaneous, syncopal and allergic reaction (anaphylaxis treatment and prevention, well baby/maternal post partum visit, the ordering, storage, disbursement and maintenance of medication/supplies for medical compliance, standing orders for administration of immunizations and tuberculin skin testing, authorization to release health information. Discussion was had, questions were asked and answered. A motion was made by Doug Burdick and seconded by Dr. Cusumano to approve the changes made in the above listed forms, policies and procedures. Motion carried.

Laurie is printing birth records from the HCS. When there are high risk birth certificates a letter is sent to these families immediately to satisfy the 7 day attempted contact piece of the policy. It was found upon an audit of baby visits that at times it was longer than seven days and this change in procedure should eliminate that oversight. Upon further review of the LHCSA audit it was found that most points audited are now meeting a 100% completion. The first satisfaction survey has been sent to a new baby visit this week.

The 2009 LHCSA statiscal report has been successfully submitted to NYS.

Laurie reviewed updates in the Immunization program. She indicated immunizations were offered to patients in the Family Planning clinics. She noted there was a recent outbreak of Hepatitis A in Nassau County.

At the WIC clinic in Wellsville lead screens were offered to children in attendance. Letters are still being sent out to parents of children with lead levels of 5 and over.

Laurie reported there are currently seven latent TB cases. There are active TB cases currently in Yates and Monroe counties.

The budget was completed and submitted for the Family Planning program.

The labor complaint filed by former nurses employed by the Health Department has been satisfied. Less than $6,000.00 has been paid out to satisfy the complaint.

The Medicare audits have been lessening in requests.

It was noted under incidents and accidents one fall occurred with no injuries reported.

Laurie will attend the Immunization Conference in Washington D.C. in the spring.

Tom reported to the Board of Health members a summary of the Marcellus Shale report, provided by Casella waste Systems, Inc. The hydrofracturing process for the collection of natural gas from deposits in the shale formation is explained in detail in the report. The report indicates there doesn't appear to be a concern with landfills accepting and disposing of drill cuttings that may contain radioactive Radium-226 often associated with black shales, such as the Marcellus Formation. Through information received from State DOH and other sources, at this time it appears the greatest concern with the hydrofracturing process is the disposal of waste water created during the drilling process and their possible contamination of ground water resources, and from drilling accidents that result in environmental contamination in and around a drill site.

A motion was made by Sherry Herdman and seconded by Dr. Cusumano to adjourn the meeting at 8:00pm. Motion carried.

Respectfully submitted,
Janet Norris

Corrected August 1, 2011 to include Leg. Doug Burdick's name as being in attendance.

Board of Health

Meeting Minutes for April 4, 2011

The following Board of Health members were in attendance: Tim LaFever, Dr. Willard Simons, Dr. Leo Cusumano and Doug Burdick.

Members absent were Sherry Herdman and Dr. Rajan Gulati.

Others in attendance were Dr. Christopher Depner, Lori Ballengee, Tom Hull, Laurie Hennessy and Theresa Moore.

The meeting was called to order at 7:15pm.

The minutes from the February 7, 2011 meeting were approved with a motion from Dr. Cusumano and seconded by Doug Burdick. Motion carried.

Theresa Moore, Supervising Public Health Educator, disseminated brochures on Cancer Screenings for uninsured or underinsured for doctors to display in their offices. The new grant year for the Cancer Services Program began April 1, 2011. Theresa gave an overview of the Cancer Services Program to the Board of Health. The biggest hurdle is the increase in the number of people not eligible for Cancer Services program due to individuals signing up for insurance. Komen Kares asked for another expansion due to need, for example, copays. Transportation is also an issue. Komen Kares is offering gas cards for transportation to clients and vouchers for transportation in Cattaraugus County. In September, 2010. Matt M. was hired as a second Community Health Educator. He is working in Family Planning 50% of the time and other public health topics 50%. Both Educators are being cross trained and have been trained in smoking cessation. Smoking Cessation education is a piece of the Tobacco prevention agenda priority from the Community Health Assessment. In the 2010-2013 Community Health Assessment determined the prevention agenda priorities for Allegany County are 1. physical activity and nutrition (obesity) 2. tobacco use and 3. unintentional injury (fall prevention for older adults).

Three mini grants were awarded as follows: Wellsville Farmer's Market, funds were used as start up costs. Wellsville Central School teacher added gardening/food production to her science curriculum with the addition of tomato plants grown in the classroom. The third mini grant was to the Town of Wellsville for the walking trail in Island Park.

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Board of Health

Meeting Minutes for April 4, 2011

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Lori Ballengee indicated the Health Department has a Corporate Compliance Program in place. John Margeson is the Corporate Compliance Officer. A lock box has been placed in the copy room of the Health Dept. for employees to make anonymous reports or they may contact John Margeson and make an appointment if they have something to report.

An OMIG (Office of the Medicaid Inspector General) audit was completed in March. This audit went well. All the documentation was ready and in place for the representative.

Lori reported there was a HIPPA violation which occurred when medical documents were buried in the landfill rather than the appropriate disposal by shredding the documents. A training was held for all Health Department employees and the County Records Retention Officer. Lori indicated she reported the violation to the New York State Department of Health.

Tom Hull, Deputy Public Health Director, reported he and Tom Miner attended a meeting in Binghamton on December 22, 2010, regarding Marcellus Shale and hydrofracking. The meeting was sponsored by the State DOH. Tom indicated that no new information has been provided by State DOH on activities or regulations they may seek to impose regarding Marcellus Shale drilling since that time. Also, Tom has met with Scott from the Allegany County Soil and Water Office to begin working on a list of recommended testing parameters for private and public water wells to collect baseline data prior to the time hydrofracking work may start in the county. They hope to have their recommendations ready for the next county Ad-Hoc Committee meeting on April 28th 2011.

Laurie Hennessy, Director of Patient Services, reported one accident occurred to a Health Department employee. An employee fell but didn't suffer any injury. An incident occurred when immunization was administered to a patient and the vaccine had expired 4 days earlier. Dr. Depner was notified and a letter was sent to the family of the patient. No response from the family as of this date. The QI coordinator was notified. New procedures for alerting of expiring vaccine are in place and discussed with staff.

Laurie reported to the Board of Health the department had a visit from the Office of the Medicaid Inspector General. One former LT chart was reviewed. The health and education records for all ACHD staff were reviewed and names were given for contracted staff as per request of OMIG. No further action is required at this time.

In July, Consolidated Monitoring will be in force for several different programs. Laurie updated the immunization forms and made them more county specific. An autodial alarm needs to be placed on the vaccination refrigerator which will call someone when the refrigerator is not working or is not at the right temperature. Laurie updated the VIS forms for 2011. A new form is in place for the Health Information survey. Perinatal Hepatitis B form has a new policy and procedure.

The Health Department will begin attending birthing classes to educate moms to be on immunizations and Hepatitis B. A sliding Fee scale on vaccines has been updated. Administration is the only cost for VFC (which is $17.00) per MHSP. A motion was made to approve the new sliding fee scale for immunizations by Dr. Simons. This motion was seconded by Dr. Cusumano. Motion carried.

In the Lead program, Laurie reported to the committee, letters are being sent out to parents of children with lead levels of 5-14. Home visits are being made to parents of children with lead levels over 15. Health Department nurses are still making visits to the WIC Clinics to perform lead testing on children.

The updated Communicable Disease manual was discussed with changes pointed out to the Board of Health.

Family Planning policies and procedures guidelines have been updated as well. STD and HIV policies and procedures have been combined with the Family Planning policies and procedures. Dr. Depner approved giving EC to males of any age that come to Allegany County Department of Health who are requesting it. Discussion was made on the legality of RN's provide EC without a written patient specific order as it is out of a RN's scope of practice but is encouraged under Article 28. Upon discussion with the medical professionals on the Board and with Dr. Depner as Medical Director, it was decided to have the Nurse Practitioner sign off on the EC as this is in a Nurse Practitioner's scope of practice and the Nurse practitioner is willing to do so.

Madelyn Thornton will work with the rest of the Health Department team to formulate Q.I. flow sheets to capture everything New York State wants to see for Consolidated Planning.

The new Family Planning Nurse Kristen Fuller has completed her orientation and is doing very well.

Lucy Cody, Nurse Practitioner, will join our staff in May as a contracted employee. She can only provide services to women at this time. She will be looking into updating her license so she can treat male patients as well as females.

A motion was made to approve the new policy and procedures for Lead program, Family Planning, Immunization, Communicable Disease and STD & HIV by Tim LaFever. This motion was seconded by Dr. Cusumano. Motion carried.

Immunization clinics have increased due to high demand.

Laurie just returned from Washington D.C. after attending the National Immunization Conference. The ACA (affordable Care Act) under President Obama will provide coverage for all recommended vaccinations to all age groups from dollar one. There will still be a need for VFC as it is estimated that at least 8% of Americans will remain uninsured or underinsured. Allegany County Health Department will need to provide private pay vaccines as many people will still come to the Health Department as there will be no office fee charged. Every insurance will be grandfathered into ACA by 2013.

Scott Coley, part of an initiative by NYS to assist LHD in billing, will be here in June to help us with billing for immunizations and other programs. We are hoping to move that date forward.

Lori noted we have hired new personnel in recent weeks and everyone is working well together.

The meeting was adjourned at 8:45am.

The next meeting of the Board of Health will be held on June 6th, 2011.

Respectfully submitted,
Janet Norris

Board of Health

Meeting Minutes for August 1, 2011

NOT APPROVED

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

Board Members absent were Dr. Simons and Tim LaFever.

Others in attendance were Dr. Christopher Depner, Lori Ballengee, Tom Hull, and Laurie Hennessy.

The meeting was called to order by Lori Ballengee, Public Health Director at 7:07PM

A correction was made to the April 4, 2011 minutes. The minutes didn't indicate that Doug Burdick was in attendance to the April 4, 2011 meeting. The minutes were approved with the correction added by a motion from Doug Burdick and seconded by Dr. Gulati. Motion carried.

Lori Ballengee reported she has held several meetings regarding Corporate Compliance and much training has been done to comply with OMIG (Office of the Medicaid Inspector General). Lori indicated a representative from OMIG will be here in the near future to conduct a review of our department.

Lori reported we have contracted over the years with the Medical Examiner's office in Monroe County for autopsy's performed on Allegany County residents. Article 6 will no longer reimburse us for Medical Examiner's activities. This is now a county expense which is expended from the Health Department's budget.

Lori announced to the Board of Health, Tim LaFever was approved by the Board of Legislators to serve another term as a member of the Board of Health. Lori announced Dr. Felsen and Susan Dougherty have agreed to serve as Board of Health Members. Dr. Felsen will fill a vacant seat and Susan Dougherty will fill Sherry Herdman's unexpired term as a member of the Board of Health. The request to add these two new members to the Board of Health will go before the Human Services Committee for approval on August 3, 2011 and then on to full Board for approval. If approved, these two new members will begin their term on October 3, 2011.

Lori discussed the request she will be making to the Human Services Committee on August 3, 2011 for 4 part-time employees in the Early Intervention Program. She indicated she would be asking for the following 4 (four) positions: Quality Assurance Speech Language Pathologist, Quality Assurance Special Instruction Teacher, Quality Assurance Occupational Therapist, and Quality Assurance Physical Therapist to serve on an evaluation team. This is due to a state mandate requesting the Early Intervention program have these 4 positions on staff as Health Department employees, if we want to have a county evaluation team. They cannot be contracted employees. This will help us gain additional revenue for the department. The benefit will outweigh the expense to have these four positions on staff. The children that the Early Intervention program serves will receive services in a timely manner as well.

Tom Hull, Deputy Public Health Director, asked the Board of Health if they would like Larry Schilling from Casella Waste Systems, Inc to attend the October Board of Health meeting and give us an update on the Marcellus Shale hydrofracking project.

The Human Services Committee had asked if Mr. Schilling could come to a Board of Health Meeting and give us an update on any concerns regarding acceptance by the landfill in Angelica of potentially radioactive drilling wastes from hydrofracking activities. The Board indicated they would like to have Mr. Schilling attend the October meeting and give an update. The Health Department will contact Mr. Schilling and invite him to their next Board of Health meeting.

Tom Hull disseminated proposed Health Department recommendations for the testing of private and public water wells to establish baseline data prior to any horizontal hydrofracking activities that may occur in or surrounding the county, and for the Health Department to act as technical advisors to county residents and the owners/operators of public water systems in this effort. Mr. Hull asked the board members to review the proposal and bring any questions/comments to the next meeting in October so the Health Department can work toward getting an official policy on this matter in place.

Laurie Hennessy, Director of Patient Services, shared with the Board the findings of the recently concluded Consolidated Review of the following programs: TB, Lead, Family Planning, Immunization, Communicable Disease/Epi, HIV/STD, Article 28, Administration, Perinatal Hepatitis B, and CSHCN. Two findings need to be addressed in Family Planning (one is adding to a form and the other is updating CPR certification for the NP) and the remaining four are pertaining to the county site itself and have been sent to Stephen Brown for correction. The next review will not be for at least three years.

Laurie Hennessy asked the Board for approval on changes to the following forms to meet New York State Department of Health recommendations: Male Physical Exam (addition of listing medications and any contraindications with plan of care reviewed), Problem list (adding Family History, Updated NYSIIS sheet, and EC with codes on bottom of form), Informed Consent for Exam and Treatment(adding advance directives to form), Reproductive Health Clinic Flow sheet (adding RN and Nurse Practitioners initials indicating they reviewed all items on list with patient and adding all BCM's reviewed on form), Pregnancy Test Consent Form (name of physician referred to if pregnancy test is positive), Female Physical form (listing BCM's and treatment drugs as well as all contraindications of plan of care reviewed).

Lori Ballengee indicated policies and procedures were written on the following: Conflict of Interest, Business Gifts and Courtesies, receiving secure patient information, after business hours answering service guidelines, reception area and main phone, reception area and main phone, personal/agency cellular phone usage work rule, equipment inventory, loaning of Health Department equipment, accurate time and effort reporting, reporting of time off for illness, employee and business associate exclusion screening, adherence to general accounting principles, Medicaid and third party insurance eligibility, billing procedure: maximization of revenue, Medicaid/Medicare/Third party insurance denials, reimbursement practices and billing errors. A motion was made by Dr. Gulati to approve all of the changes to forms and all of the policies and procedures written. This motion was seconded by Sherry Herdman. Motion carried.

Laurie announced to the Board she is in the process of trying to obtain some free Adacel vaccine (vaccine for Tetanus, Diphtheria and Pertussis) for the Health Department clinics. She can get 100 to 200 doses at time and go back and get more if necessary. She reported the billing staff is now starting to bill for private vaccine.

In the Lead Program they have instituted a quality improvement program and lead testing has increased by 8% county wide.

Family Planning will not be starting up a clinic site in Fillmore, NY as originally planned. Instead the Health Department will be expanding hours (into the evening) in their Alfred and Belmont Family Planning site to accommodate the needs of everyone who are unable to attend during the daytime hours.

Laurie reported the state will no longer pay us to follow latent TB infections due to changes in Article 6 per NYS TB representatives Barbara Phillips and Angel Cardona. Article 6 will basically only pay for active TB infections. The onus will be on colleges to follow up on students to make sure they have had their PPD's chest x-rays and appropriate screening. Advice was asked from the Board of Health on Allegany County Health Department's position if someone refused a chest x-ray because they have no insurance would the Health Department still pay for this out of county tax dollars as it is a public health concern. A no answer was received.

With no further business to come before the Board of Health a motion by Doug Burdick was made to adjourn the meeting. Meeting Adjourned at 8:50pm.

Respectfully submitted,
Janet Norris

Board of Health

Meeting Minutes for October 3, 2011

NOT APPROVED

The following board members were present: Susan Dougherty, CNM. NP, Dr. Joseph Felsen, Timothy LaFever, and Douglas Burdick.

Medical Advisor Dr. Christopher Depner was present.

Others present: Lori Ballengee, Tom Hull, Theresa Moore, Laurie Hennessy, and General Manager for Highland Landfill Joe Boyles, and Operations Manager for Highland Landfill Terry Lunn.

Members absent: Dr. Willard Simons, Dr. Leo Cusumano, and Dr. Rajan Gulati.

The Board of Health Meeting was called to order by Lori Ballengee, Public Health Director at 7:10pm. Lori asked everyone to introduce themselves for the benefit of new Board of Health members, Susan Dougherty and Dr. Felsen who were attending their first meeting.

Joe Boyles, General Manager for Highland Landfill, and Terry Lunn, Operations Manager for Highland Landfill, attended the meeting to answer questions and give information on how drill cuttings were disposed of in the Highland Landfill. Mr. Boyles indicated drill cuttings from hydrofracking are taken to Highland Landfill for disposal. Highland Landfill has radiation detectors at the gate to test drill cuttings for any radiation. To date, the detector has never gone off and detected any radiation. Mr. Boyles brought in some samples of drill cuttings for the board members to view. He explained the drill cuttings are mixed with sawdust. Drill cuttings are brought in from the state of Pennsylvania, and from Painted Post and Elmira in New York State. They indicated that one well contains about 1,000 tons of drill cuttings. Drill cuttings brought to the Highland Landfill are appropriately covered with clay and compacted

The minutes from the August 1, 2011 meeting were approved with a motion from Tim LaFever and seconded by Douglas Burdick. Motion carried.

Lori Ballengee, Public Health Director, announced there will be a Board of Health Christmas Dinner to be held on December 5, 2011 at 6:00pm at L'italia Restaurant in Wellsville, New York. She reminded all Board Members to let Janet Norris know if they would be attending and their choice of entrée.

Douglas Burdick had asked for budgetary reports on the Health Department. Each Board of Health member was given reports for their review. Doug explained there is a 2% tax cap. This is based on the amount raised by property taxes. Each department should stay within the 2% limit. Lori reported at one time the Health Department was reimbursed 36% of the medical examiner and coroner's expense but the Health department is no longer reimbursed for that expense. This expense is not a part of the State

Health Department budget so the local Health Department must absorb that expense within their budget. Lori indicated the Health Department's 2012 budget is projected to be $214,000 less than their 2011 budget expenses. Program Managers are to be credited for keeping their expenses low.

In the Medical examiner's contract we pay for 60 cases per year and if we go over that amount we pay the overage per case.

Theresa Moore, Supervising Public Health Educator, announced there will be a Komen Kares Annual Breast Cancer Survivors luncheon to be held at the Bartlett County Club on October 15, 2011 from 11:00am until 1:00pm. There will also be a dinner on October 20, 2011 from 6:00pm until 8:00pm to be held at Moonwinks for Breast Cancer Survivors. The luncheon and dinner are paid for by a grant from the Western NY affiliate of Susan G. Komen. A survivor and a guest may attend free of charge. These meals give survivors a chance to network with other people and find out about services available and a chance to ask questions. Advertising has been done in the newspapers, radio and public service announcements have been made.

Theresa Moore provided the Board of Health members with copies of the Family Planning Education Surveys as well as Family Planning Clinic surveys for their review. Theresa indicated one of the goals of the education survey was to work with a new school district. There is an increase of students finding out about our family planning program. She indicated Norilyn and Kristen are trying to improve on seeing patients in a timelier manner. The following questions were recently added to the questionnaire which the patients complete that asks how you got to the clinic and were you given a reminder call.
Maxine Warner, Public Health Educator, is currently working with Accord on a Teen Outreach program. The Health Department has a Family Planning Grant to work with students to reduce the risk of pregnancy, HIV, and sexually transmitted diseases and is currently working with Bolivar-Richburg Central School.

Tom Hull, Deputy Public Health Director, disseminated copies of proposed Health Dept. guidance and recommendations for monitoring public and private water wells to determine possible groundwater impacts of gas and oil resource extraction activities occurring within Allegany County. There is concern from the public, statewide, as to potential environmental impacts of gas and oil resource extraction activities on air and water quality, especially in regard to high-volume horizontal hydrofracking ("fracking"). Tom indicated that the county and the Health Department should be proactive and have some general guidance in place on how these issues will be dealt with should they arise. Tom has talked with Environmental Health Directors around the state to see how this can be done safely and efficiently. Tom has more information to incorporate into the guidance, which will then be provided to the Human Services Committee and the County's Energy Ad Hoc Committee for their review and comment. Tom asked if Janet Norris would send the revised guidance document to the Board of Health members for their review, and will look for the Board to vote on adopting this document as an official policy of the Health Department at its December 5, 2011 meeting.

Tom asked the Board members if they knew of anyone who would be qualified to contract with the Health Department as an Administrative Hearing Officer.

Laurie Hennessy, Director of Patient Services, disseminated copies of the new policy and procedure for Electronic Signature. The agency permits clinicians to authenticate entries by executing an electronic signature.

An individual clinician creating a note with a unique user name and password in the electronic system is considered to have signed and authenticated the information by the act of locking the note. A motion was made by Doug Burdick and seconded by Dr. Felsen to approve the electronic signature policy and procedure. Motion carried.

Laurie reported the Health Department has given 1,251 doses of influenza vaccine. Flu clinics are being held at schools, businesses, and around the county at fire halls, community centers, and senior luncheon sites.

Laurie indicated she and her staff has been encouraging adults to receive Twinrix but there is currently a funding dilemma with the state. The Health Department is unable to get Twinrix at this time. We are now one of the counties with greater than 95% of our children under three with 2 immunizations now entered in NYSIIS. The Health Department has gone out to numerous physicians' offices and taught each office staff how to use NYSIIS and imput data into the program.

Some of the Amish population in Allegany County is allowing us to come into their homes and immunize them. The Amish are also calling us and asking the Health Department to do Lead Testing in response to the one and two year old lead letter campaign.

The Health department is currently managing five lead cases.

There are five latent TB cases which are being treated. No active cases in Allegany County. If a TB patient does not have insurance, the Health Department can take the physical from the primary care physician. The State Health Department wants colleges to be more proactive when it comes to TB cases within the college population.

The Health Department recently underwent a consolidated audit review in which the Health Department made a plan of corrections for the following three items:

1. The program must provide evidence of current CPR training for the Family Planning Nurse practitioner.
2. A corrective action plan is required to develop a protocol for tracking the completion of deferred physical examination assessments for all family planning clients.
1. Client refusal or declination of services, including emergency contraception (EC) must be documented in the client record.

The nurse practitioner has updated her CPR training. A new form and changes to the Family Planning Policy for Initial, Annual and Supply visits has been put into place to correct #2 and a change has been made to the problem list form to correct #3. Laurie reported the plan of corrections will be mailed into the New York State Department of Health when the Board of Health minutes are available. A motion to accept the above was made by Doug Burdick and seconded by Dr. Joseph Felsen. Motion carried.

Laurie disseminated copies of the satisfaction survey for the Immunization program, lead program and new baby visits for their review.

Laurie updated the Board on Communicable Disease activity.

Lori asked Janet Norris to email the Board of Health Members Lori's email address and the updated Board of Health list.

With no further business to come before the board, a motion was made by Doug Burdick to adjourn the meeting at 8:50pm.

Respectfully submitted,
Janet Norris

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Board of Health

Meeting Minutes

December 5, 2011

The following board members were present: Susan Dougherty CNM, Dr. Leo Cusumano, Dr. Simons, and Doug Burdick.

Others present were Richard Reynolds, Tom Hull, Lori Ballengee, Laurie Hennessy and Theresa Moore.

Members absent were Tim LaFever, Dr. Joseph Felsen, Dr. Rajan Gulati.

Medical Advisor Dr. Christopher Depner was absent also.

The meeting was called to order by Lori Ballengee, Public Health Director, at 8:07pm.

The minutes from the October 3, 2011 meeting were approved by a motion from Doug Burdick and seconded by Dr. Simons. Motion carried.

Lori mentioned to the Board members an annual in-service was included in their packets and they needed to complete the in-service and return to Janet Norris.

Lori reported to the Board of Health a concern regarding how information is communicated in the Health Department. Faxed information received could have been handled in a more confidential manner between employees. An email was sent out to the staff reminding them to place confidential information in a sealed envelope and marked confidential and placed in the person's mailbox in Pat's office.

Theresa Moore reminded the Board of Health about the Cancer Services Program. This program offers mammograms, clinical breast exams, pap and pelvic exams to women age 40 and older for those individuals who have no insurance or who are underinsured. This program also offers at-home colon cancer screening kits to women and men age 50 and older. Theresa gave information to the board members regarding Komen Kares breast cancer support services in the Allegany and Cattaraugus County area. This program provides educational materials, transportation assistance for medical appointments, wigs and prosthetic devices, financial assistance for medications, medical supplies and long distance phone assistance for those diagnosed with breast cancer.

Theresa indicated Wyoming County is referring patients to the Komen Kares program of Allegany and Cattaraugus County. She indicated Allegany County would try to assist them.

Tom Hull addressed the Board of Health regarding the proposed Health Department guidance and recommendations for monitoring public and private water wells to determine possible groundwater impacts of gas and oil resource extraction activities occurring within Allegany County. Tom indicated that until the New York State Department of Health and the New York State Department of Environmental Conservation develop policies regarding the responsibilities of local health departments with regard to groundwater concerns and gas and oil extraction activities, we need to be proactive as a county and adopt our own guidance and recommendations on the topic. Kevin LaForge, chairperson of the Energy and Resources Ad Hoc Committee, is using this document as the centerpiece for his committee's efforts to address several concerns regarding the impact of gas and oil drilling activities and the impacts they could have on business and infrastructure within the county. Getting all these elements in place will help provide a framework for reaping potential economic benefits gas and oil extraction and production activities may provide the county, while helping to minimize its potential negative impacts. Tom asked if the Board would like to vote on the proposed Health Department guidance and recommendations for monitoring public and private water wells in order to give them formal recognition and stature in the absence of any similar guidance from higher authority. A motion was made by Dr. Willard Simons to table the vote until he can review the document in more depth. Dr. Cusumano seconded that motion. Motion carried.

With no further business to come before the board, a motion was made by Doug Burdick to adjourn the meeting. The meeting was adjourned at 8:25pm.

The next meeting of the Board of Health will be held on February 6, 2012.

Respectfully submitted,
Janet Norris