

Board of Health

Meeting Minutes for June 17, 2015

The following members were present: Dr. David Brubaker, Dr. Leo Cusumano, Kevin LaForge, Dr. Willard Simons, and Dr. Zahi Kassas.

Others present: Lori Ballengee, Thomas Hull, Laurie Hennessy, Janet Norris and Ginny LaForge.

Members absent were Susan Dougherty CNM, and Timothy LaFever.

Medical Advisor absent: Dr. Christopher Depner.

The meeting was called to order at 7:12pm by Board President Dr. Cusumano.

The minutes from the March 18, 2015 meeting were approved by a motion from Kevin LaForge. This motion was seconded by Dr. Brubaker. **Motion carried**

Nominations were held for President and Vice President of the Board of Health. Dr. Brubaker nominated Dr. Cusumano for President and Tim LaFever for Vice President. This motion was seconded by Dr. Simons. **Motion Carried**

Janet Norris gave the records and retention report for 2014. Thirty one boxes of expired records were destroyed in 2014 under HIPPA compliant regulations.

Lori Ballengee, Public Health Director, reported all of the employees who formerly contracted with Cornell Cooperative Extension have now become County Employees. Lori informed the board that she has asked for alternate work schedules from the PEF and AFSCME unions because of evening and Saturday requirements for these programs. Paying overtime for this mandated work will prove to be very injurious to those grant budgets. She was turned down by both unions. Lori will continue to try to work with the unions on these work schedules.

Lori indicated she will be asking for another public health educator to provide education for public health only.

Lori reported a new employee will serve as one of our Early Intervention Coordinators and will begin on July 7, 2015. At that time, we will be at full staff for the first time in a year.

The Health Dept. will conduct a P.O.D. (Point of Dispensing) drill on July 25th in conjunction with a Rabies clinic at the Angelica Fairgrounds. New York State Department of Health will be present to evaluate the Allegany County Health Dept. We will simulate the medications coming from the Jail. Bottles will be handed out to the consumers participating in the drill. Curt Crandall and Mitch Alger will be conducting mock press conferences. If this were a true emergency we would set up several P.O.D's throughout the county. Messages will be sent out on the commerce system to staff alerting them to the fact that a P.O.D. will be taking place.

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We will be receiving Ebola Funding in the amount of \$38,000. The timeframe for this money to be spent out is April 1, 2015 until April 1, 2016. The money will be spent on thermometers, gloves, masks, and gowns. A portable shower will be ordered in 2016.

A discussion was held on the possible relocation of the WIC offices and the Cancer Services Offices.

Laurie Hennessy reviewed the following policies and procedures:

Communicable Disease – Policies reviewed and no changes were made.

Tuberculosis- the TB program handles patients with positive TB disease and Latent TB disease. Policies were taken from the HCS site.

LHCSA (Licensed Home Care Services Agency) Policy and procedures were reviewed and updated. Grammatical corrections and how daily schedules are kept electronically were corrected.

Lead Policy and procedures-no changes were made.

Immunization policies and procedures- schedules updated to 2015. NYS immunization requirements, returns, transfers were updated.

A motion was made by Dr. Kassas to approve the policies and procedures as described above. This motion was seconded by Dr. Simons. **Motion Carried**

An updated sliding fee scale for family planning, lead and immunization was reviewed by the board of health. A motion by Dr. Simons was made to approve the updated sliding fee scales. This motion was seconded by Dr. Kassas. **Motion Carried**

Chart audit results were presented to the board for their review for family planning and lead programs.

The family planning public health educator has been going into schools with poor pregnancy outcomes to educate students.

Lori remarked about what a fabulous job Madelyn Thornton has done with creating auditing tools and quality assurance to improve how the Health Department operates.

The quality improvement plan was presented to the Board of Health.

The family planning staff will begin using Trichomonas Rapid Test. This had an 83% accuracy rate.

ELLA will be used in the Family planning clinics for clients who have had unprotected sexual relations. It can be given up to 5 days after unprotected intercourse.

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Nancy Brinkwart NP for the Family Planning program is getting certified to be able to use IUD's in the Health Dept. Family Planning Clinics. Donna Gray at the Wyoming County Family Planning Clinic is teaching Nancy how to insert IUD's. Nancy has been shadowing providers at JMH and has seen 5 IUD insertions.

EMR was ordered with training for August 2015.

Pre-employment physicals are increasing in volume. Summer Youth Employment and job track physicals are performed by the Health Department. This saves the county about \$12,000

Laurie Hennessy reported there were no patient complaints. One employee experienced an occupational needle stick. The Health Department changed syringes and reviewed safer procedures.

Tom Hull, Deputy Public Health Director, reported there were three illegal tobacco sales which occurred while doing ATUPA checks. Fines were issued and a total of \$700.00 was collected.

There was a septic system violation in Andover that has been difficult to assess because of the amount of rain we have received so far this year. Once it can be determined with clarity the nature of the violation, appropriate action will be taken.

Hamar's Pub in Wellsville has been cited and fined for its 5th violation of the Clean Indoor Air Act, resulting in a \$400 fine which has been collected.

A Mr. Chad Bugman has a property on the Weaver Settlement Road in which he installed an illegal septic system. Mr. Bugman was cited and fined \$1000 for this violation of the Allegany County Sanitary Code. Mr. Bugman subsequently sold this property and his lawyer paid the \$1000 fine on his behalf out of the proceeds from the sale.

The next meeting of the Board of Health will be held on September 16, 2015.

The meeting was adjourned at 8:47pm with a motion by Dr. Kassas and seconded by Kevin LaForge.

Respectfully submitted,
Janet Norris