

Board of Health

Meeting Minutes for March 16, 2016

The following board members were present: Susan Dougherty NP, NMW, Timothy LaFever, Dr. Leo Cusumano MD, Dr. David Brubaker MD, and Kevin LaForge, Legislative Representative.

Others present: Lori Ballengee, Tyler Shaw and Janet Norris.

Members absent: Dr. Willard Simons DDS, and Dr. Zahi Kassas MD.

Medical Advisor Absent: Dr. Christopher Depner.

The meeting was called to order by President Dr. Cusumano at 7:25pm.

A motion was made by Dr. Cusumano to approve the minutes from the December 16, 2015 meeting. This motion was seconded by Sue Dougherty. **Motion Carried**

Lori reported the following changes in personnel:

Justin Henry was recently hired as the new Public Health Technician.

Tyler Shaw was promoted from Public Health Technician to Director of Environmental Health.

Nichole Meehan, Family Planning Public Health Educator left to accept another position

Anne King, Sanitarian, has announced her retirement.

Janet Norris, Confidential Secretary to the Public Health Director, has announced her retirement.

Lori reported there are no complaints or investigations for Corporate Compliance.

Lori indicated there will be a conference call on Friday March 18, 2016 regarding the vectors and transmission of the Zika Virus. She indicated there are many unknowns and this virus has been around since the 1940's.

It was noted Heroin is becoming a massive problem in Allegany County and throughout the United States. It is an inexpensive drug and easily accessed. A task force is being formed in Allegany County to find solutions for the Heroin epidemic.

Lori Ballengee asked Dr. Cusumano if he would be willing to serve another term as a board member on the Board of Health. Dr. Cusumano graciously accepted to serve another term. **Refer to Human Services Committee**

Tyler Shaw, Director of Environmental Health indicated two hearings have been held. The first hearing was regarding Fairview Buffet and their violations of the NYS Sanitary code Subpart 14-1, Section 14-1.10 (b) (2) and Section 14-1.40 (a). Fairview Buffet has incurred numerous time and temperature violations. The Board of Health members reviewed the findings of the sanitarian and the Hearing officer. A motion was made by Dr. Brubaker to allow Kevin LaForge to abstain from voting. This motion was seconded by Dr. Cusumano. **Motion Carried** A motion was made by Tim LaFever to impose a fine of \$1000.00. This motion was seconded by Dr. Cusumano. **Motion Carried**

A motion was made by Dr. Brubaker to add administration fees to the fine which has been a common practice in the past. Tim LaFever seconded this motion. **Motion Carried**

The second hearing held was for John Murphy. Mr. Murphy is accused of discharging sewage from his septic system in a nearby creek. This is in violation of Article II, Section 2, Subsection 2.1 of the Allegany County Sanitary Code. Upon further investigation, it was discovered that Mr. Murphy incorrectly identified himself as the owner of the property. The correct owner was identified, but the Health Department had difficulty locating him. To date, he was located and will be served a notice of a hearing for the above violation. In the meantime, Tyler would like to placard the vacant house so no one inhabits the house until the discharge of sewage is corrected. A motion was made by Dr. Brubaker to place a placard on the door of the residence in the interest of safety. This motion was seconded by Dr. Cusumano. **Motion Carried**

A motion was made by Tim LaFever and seconded by Dr. Cusumano to revisit this problem at a later date if it persists. **Motion Carried**

Tyler reviewed the Environmental Health fee schedule with proposals to change some of the fees. Some discussion was held regarding the increase in some of the fees. A motion was made by Tim LaFever to adopt the changes in the fee schedule. This motion was seconded by Kevin LaForge. **Motion Carried**

Tyler reviewed the Fee Waiver Request Form with the Board members. The fee waiver request form is to be used by churches, charitable organizations and schools. A motion was made by Susan Dougherty to accept the form. This motion was seconded by Tim LaFever. **Motion Carried**

Lori Ballengee reported one chart was internally audited in the LHCSA program with 100% compliance.

Lori reviewed the results of the Lead audit that was conducted. One chart was internally audited in the lead program and all were in 100% compliance.

15 charts were internally audited in the Immunization Program and all but 1 was in 100% compliance. The one chart was at 80% because of a missed opportunity to document. Lori noted Immunizations are up by 3.75%. Lori reported some language changes in the immunization manual. A motion was made by Dr. Brubaker to accept the changes in the policy and procedure manual. Dr. Cusumano seconded this motion. **Motion Carried**

A discussion was held on the Hep B prevention program and serology for 9-18 month old children. This discussion was tabled until the June 15, 2016 Board of Health Meeting.

Lori reported there are no new cases of TB at this time, so no charts to audit. No Changes in the language of the policy and procedure manual for TB have been made. A motion was made by Dr. Cusumano to approve the TB policy and procedure manual. This motion was seconded by Dr. Brubaker. **Motion Carried**

Lori indicated there have been no accidents/incidents or patient complaints for any of the Health Department programs.

Language changes have been made in the Communicable disease policy and procedure manual. A motion was made by Sue Dougherty to approve the changes in the language of the communicable disease policy and procedure manual. This motion was seconded by Dr. Cusumano. **Motion Carried**

Lori indicated there is a 340B policy and procedure manual for the discount drug program for the Family Planning program. This program entitles the Family Planning program to offer discounted drugs to eligible family planning patients. A motion was made by Dr. Cusumano to accept the changes in the policy and procedures of 340B. Dr. Brubaker seconded the motion. **Motion Carried**

A motion was made to adjourn the meeting by Dr. Cusumano. This motion was seconded by Kevin Laforge. The meeting was adjourned at 8:50pm.

Respectfully submitted,
Janet Norris