



ORLEANS COUNTY BOARD OF HEALTH
MINUTES OF MEETING
JANUARY 14, 2014

Call to Order

Paul Grout called the meeting was called to order at 7:35 p.m.

Members Present

Paul Grout, John DeFilippis, Wendy Oakes Wilson

Staff Present

Paul Pettit, Mary Janet Sahukar, Cathy Miller, David Whitcroft

Members Excused

Dr. James Robinson, Dr. David Meza, Dr. Sallah Abbasey, Dr. David Bell

Minutes of Previous Meeting:

The minutes of the December 10, 2013 dinner meeting had been provided to board members in advance and were again reviewed. Wendy Oakes Wilson motioned to accept the minutes. John DeFilippis seconded the motion. This motion was carried by reaching Dr. Jim Robinson, Dr. David Meza, Dr. Sallah Abbasey and Dr. David Bell who completed the quorum vote.

Public Concerns

There were no new public concerns.

Introductions

Paul Grout introduced our new legislature member, Mr. John DeFilippis to the board and staff.

DIVISION REPORTS

Director's Report

Paul Pettit shared we are now in a new legislative session. Paul explained Mr. John DeFilippis will be the new legislative representative to our monthly board meetings.

Paul explained this will be Mary Janet Sahukar's last official board of health meeting. Mary Janet will officially retire at the end of this month. We expect Mary Janet will come back contractually, effective February 1, 2014, until our department hires her replacement. We have advertised this new position and soon hope to interview applicants.

We continue to work on grants, some of which date back to April of 2013. We are also working on a GIS grant, geared toward chronic disease and a multi-county grant geared toward diabetes prevention.

We expect to work with the Red Cross in April of 2014 to conduct a shelter exercise.

Ken Oakley and Don Rowe will be accompanying Paul Pettit to San Diego for the second group meeting of the Robert Woods Johnson Foundation.

Lastly, Paul will travel to Albany in early February 2014 to attend the NYSAC conference.

Nursing Report

Mary Janet Sahukar reported on the flu. The flu is widespread across the map, with the exception of the Genesee County area. The flu is impacting the following age groups, beginning with the most impacted and moving to the least:

18-49 years of age
0-4 years of age
50-64 years of age
5-17 years of age

We are getting calls from people looking for vaccine for their children. We ordered ten more doses and have used almost all of those.

Mary Janet shared we will be working with Community Partners in developing a new billboard promoting lead education. We will work with a BOCES design class to create a poster encouraging children to be tested for lead at ages one and two. The design students can also create a poster based on the environmental aspects of lead poisoning.

Mary Janet discussed performance improvement with regards to communicable disease. Our first report was on time and complete.

Mary Janet explained a certain amount of in-services are required of the nursing staff annually. In Genesee County, one day is chosen and the nurses are trained on annual requirements together, at the same time. This year we hope to mirror this one day multi-training event, working with Genesee County and fulfilling requirements together.

Environmental Report

The rabies report was reviewed.

David Whitcroft passed out an informational sheet on septic and public water reviews completed by Tim Hens for the board to review. He also handed out a chart which reflected changes in permits issued reflecting total inspections and total permits. The second chart reflected total inspection costs to taxpayers and the changes from 2013 (theoretical savings).

Expenditure Report

There was no expenditure report.

Corporate Compliance Report

There was no new corporate compliance issue. Paul Pettit did indicate our ongoing OMIG audit of our 3-5 Program has seen a reduction from an anticipated \$100,000 payback to \$20,000. When the final amount is confirmed we will be seeking those funds from the contracted providers that were unable to provide the required documentation of services as required by Medicaid.

Paul Pettit has met with attorneys to work toward the determination of whether or not we can properly bill Medicaid for 3-5 transportation services.

Old Business

Mary Janet Sahukar reports there is nothing new to report on court ordered HIV testing.

The Orleans-Genesee Cross Jurisdictional Services Project continues to move forward. Currently we are developing a staffing agreement, working with unions in both counties.

We recently received word from the state that our sanitary code revisions, submitted two months ago were received for review.

New Business

We could not hold election of officers without a larger representation of board members. We hope to hold those elections at the February 2014 meeting.

We could not determine any meeting date or time changes without a larger representation of board members. We hope to discuss this subject at the February 2014 meeting.

The influenza protection policy was included in the evening's packet and was sent out to board members in advance. Wendy Oakes Wilson moved to adopt this policy. Mr. John DeFilipps seconded the motion. This motion was carried by reaching Dr. Jim Robinson, Dr. David Meza, Dr. Sallah Abbasey and Dr. David Bell who completed the quorum vote.

Other Business

There was no other business.

Adjournment

Wendy Oakes Wilson motioned to adjourn the meeting. John DeFilipps seconded the motion. There was no quorum to complete the motion; however, the meeting ended at 8:52 p.m.



ORLEANS COUNTY BOARD OF HEALTH
MINUTES OF MEETING
FEBRUARY 11, 2014

Call to Order

Paul Grout called the meeting was called to order at 7:38 p.m.

Members Present

Paul Grout, John DeFilipps, Dr. David Bell, Dr. Jim Robinson

Staff Present

Paul Pettit, Mary Janet Sahukar, Cathy Miller, Kimberly Castricone

Members Excused

Dr. David Meza, Dr. Sallah Abbasey, Wendy Oakes Wilson

Minutes of Previous Meeting:

The minutes of the January 14, 2014 meeting had been provided to board members in advance and were again reviewed. Dr. David Bell motioned to accept the minutes. Dr. Jim Robinson seconded the motion. All board members were in favor of the motion. This motion was carried.

Public Concerns

There were no new public concerns.

DIVISION REPORTS

Director's Report

Paul Pettit shared Mary Janet Sahukar is now officially retired, and, is here on a contractual basis. Mary Janet will work three days weekly, dividing her time equally between the counties of Orleans and Genesee. Paul further shared we have received two applications for Mary Janet's replacement, one an internal applicant, and, one an external applicant. The interview process will involve representatives from both counties.

Paul has recently met with the new CEO from Oak Orchard Community Health Center. Oak Orchard anticipates they will be establishing a new site in Warsaw, New York.

Paul explained we are finally drawing near to the end of our OMIG audit of the 3-5 Preschool Special Education Program. The final determination of payback is \$27,000. We will be reconciling that with OMIG, and, then we, in turn, will seek that amount of reimbursement from ARC Rainbow and Heritage. These are the two agencies identified as the source of the denied Medicaid claims, due to their procedural and paperwork deficiencies.

We are looking into the possibility of acquiring another PHAP (Public Health Associate Program) associate from the CDC.

We have applied for a GIS grant targeting chronic disease and we should know more in March of 2014.

Our P2 grant has been submitted which focuses on mental health and substance abuse.

We were not awarded the Greater Rochester Health Foundation grant.

The new tobacco RFA came out last month. We were surprised to note counties had been split differently and Orleans County was now “hooked” with Monroe County. Paul Pettit worked with David Callard to send a letter to the state, asking them to amend the RFA and place Orleans back into its previous “grouping”. Based on our Orleans /Genesee Cross Jurisdictional Services Project it makes sense that Orleans County continues to be partnered with Genesee County for this program.

We are meeting soon on the Red Cross sheltering exercise to be held in April 2014, putting up shelters in three counties, simultaneously.

Our VALOR volunteer coordinator resigned effective January 1, 2014.

Nursing Report

Mary Janet Sahukar gave a flu update. To date there have been 19 positive flu cases in Orleans County and 34 positive flu cases in Genesee County.

Currently we are working through some issues with our influenza protection policy, as adopted at a recent board of health meeting. As previously discussed and adopted, employees who opted out of the flu shot, or, were unable to have the flu shot, were to wear masks to better provide protection of patients and fellow employees.

We are in the process of determining our flu vaccine needs for next year and will be ordering for next year.

There is an immunization conference in Latham, New York on March 18, 2014. One employee from Orleans County, and, three employees from Genesee County will attend.

Environmental Report

The rabies report was reviewed. The rabies clinic dates are now set, our first to be held in the Town of Shelby in March 2014.

Environmental staffs from Genesee County and Orleans County are now participating in joint, cross jurisdictional trainings.

David Whitcroft is working with SUNY Brockport regarding the Oak Orchard Watershed and how septic systems may negatively impact the watershed.

Expenditure Report

There was no expenditure report.

Corporate Compliance Report

There are no current corporate compliance issues. Kimberly Castricone explained we will soon be scheduling annual training for our employees and board members.

Old Business

Mary Janet Sahukar reports there is nothing new to report on court ordered HIV testing.

The Orleans-Genesee Cross Jurisdictional Services Project continues to move forward. We are still developing a staffing agreement, working with unions in both counties. The second full team meeting will be held in San Diego, California. Paul Pettit will attend a site visit in Montana in May of 2014. We will potentially be hosting a site visit in October of 2014.

We have heard nothing new on our sanitary code revisions.

New Business

Election of Officers:

Dr. David Bell motioned to nominate and re-elect the existing platform of officers as it currently stands, with Paul Grout as president, Dr. Jim Robinson as vice-president and Wendy Oakes Wilson as secretary. John DeFilipps seconded the motion as presented. All board members were in favor of the motion. This motion was carried.

Dr. David Bell motioned to keep monthly meetings as they are, meeting the second Tuesday of each month, at 7:30 p.m. Dr. Jim Robinson seconded the motion. All board members were in favor of the motion. This motion was carried.

Other Business

Mr. John DeFilipps inquired as to our procedures for water sampling. Mr. Pettit explained our current protocols for water samples.

Adjournment

Dr. David Bell motioned to adjourn the meeting. Dr. David Bell seconded the motion. All board members were in favor of the motion. This motion was carried. The meeting was adjourned at 8:50 p.m.



ORLEANS COUNTY BOARD OF HEALTH
MINUTES OF MEETING
MARCH 11, 2014

Call to Order

Paul Grout called the meeting was called to order at 7:35 p.m.

Members Present

Paul Grout, Dr. Jim Robinson, Dr. Sallah Abbasey, Wendy Oakes Wilson

Staff Present

Paul Pettit, Mary Janet Sahukar, Cathy Miller, Kimberly Castricone, David Whitcroft

Members Excused

Dr. David Meza, John DeFilipps, Dr. David Bell

Minutes of Previous Meeting:

The minutes of the February 11, 2014 meeting had been provided to board members in advance and were again reviewed. Wendy Oakes Wilson motioned to accept the minutes. Dr. Jim Robinson seconded the motion. All board members were in favor of the motion. This motion was carried.

Public Concerns

There were no new public concerns.

DIVISION REPORTS

Director's Report

Paul Pettit shared we continue to advertise for Mary Janet Sahukar's replacement. We continue to search for candidates for the position of Director of Community Health Services. We may have to visit the possibility of moving around the requirements for this position to attract more candidates.

Paul announced annual reports will soon be finalized and shared.

Paul shared he was in receipt of a letter referencing petitions which ask for a resolution to local law, requiring smoke free campuses on county owned property/campuses.

The Red Cross sheltering exercise, to be held in April 2014, continues to be planned. Our department will have a minimal role in this exercise. Shelter sites are being announced in each county, Orleans, Genesee and Wyoming. For Orleans County, we expect to use the Orleans BOCES location, and, for Genesee County, a Batavia church will be the official location.

Nola Goodrich-Kresse will be attending a conference at the end of April 2014 in Atlanta, Georgia. She has been invited to speak with regards to the role of social media within emergency preparedness.

We did not receive the GIS grant and we are still waiting to hear on a New York State grant focusing on mental health.

The county health rankings will be disclosed on March 26, 2014.

Public Health Week is the first week of April.

As discussed at last month's meeting, the tobacco RFA has been changed per request by our county to allow Orleans County to be "grouped" with sister counties as it had been in previous years.

Nursing Report

Mary Janet Sahukar shared this is the last month of practice for the communicable disease incentive program.

There is an immunization conference in Latham, New York on March 18-19, 2014. One nurse, Cheryl Mills, from Orleans County will attend.

Mary Janet emphasized we are still officially in flu season.

Environmental Report

The rabies report was reviewed.

David Whitcroft reported we have been made aware of a woman claiming to have been mauled extensively by a dog. This attack was not immediately reported, nor was immediate treatment sought. The woman's wounds became very infected and she went to Medina Hospital for treatment of the infected wounds. Medina Hospital transferred her to the Erie County Medical Center. Neither Medina Hospital nor ECMC began any rabies treatment. The woman is now at home, and, is being followed by home care and rabies treatment/protocol has begun.

We have secured a student from Monroe Community College to work with both Orleans County and Genesee County in a cross jurisdictional role, job shadowing and gaining field experience. We have been told the student will be available three days each week.

David Whitcroft recapped last month's discussion of a watershed project and passed out documents that gave a more in depth explanation of this project. These documents were later emailed to the entire board, as well as placed inside each board member's notebook.

We have notices of violation for seven food establishment failing to comply with the staff training requirements as set by this board. Several have responded and signed up for the training.

The Albion American Legion Post has operated with a smoking waiver for several years as they had no "paid" employees. They have a need to hire bartenders and, therefore, that waiver will end when they have "paid" employees on staff.

Expenditure Report

The expenditure report was included in the evening's packets and reviewed. There were no questions.

Corporate Compliance Report

There are no current corporate compliance issues. We will provide the annual corporate compliance training to the board at our April 8, 2014 meeting.

Old Business

Mary Janet Sahukar reports there is nothing new to report on court ordered HIV testing.

The Orleans-Genesee Cross Jurisdictional Services Project annual report is almost done and Paul will email this to the board soon. There will be an extended Orleans-Genesee Cross Jurisdictional Services meeting on March 17, 2014 to focus on “looking beyond 2014”.

Paul Pettit will attend a site visit in Montana in May of 2014. We will potentially be hosting a site visit in October of 2014.

We have a cross jurisdictional staffing agreement expected to be approved in both counties tomorrow, April 9, 2014.

We have heard nothing new on our sanitary code revisions.

New Business

Election of Officers:

The amended wording to the ***influenza protection policy*** was emailed to the board in advance. Dr. Sallah Abbasey motioned to adopt the amended wording as presented. Wendy Oakes Wilson seconded the motion. All board members were in favor of the motion. This motion was carried.

Other Business

Paul Pettit shared we will organize our Orleans – Genesee joint meetings before our next meeting.

Adjournment

Dr. Sallah Abbasey motioned to adjourn the meeting. Wendy Oakes Wilson seconded the motion. All board members were in favor of the motion. This motion was carried. The meeting was adjourned at 8:55 p.m.



Call to Order

Paul Grout called the meeting was called to order at 7:33 p.m.

Members Present

Paul Grout, Dr. Jim Robinson, Dr. Sallah Abbasey, Dr. David Bell, John DeFilippis

Staff Present

Paul Pettit, Mary Janet Sahukar, Cathy Miller, Kimberly Castricone, David Whitcroft, Nola Goodrich-Kresse

Members Excused

Dr. David Meza, Wendy Oakes Wilson

Minutes of Previous Meeting:

The minutes of the March 11, 2014 meeting had been provided to board members in advance and were again reviewed. Dr. Sallah Abbasey motioned to accept the minutes. John DeFilippis seconded the motion. All board members were in favor of the motion. This motion was carried.

Public Concerns

There were no new public concerns.

DIVISION REPORTS

Director's Report

Paul Pettit explained we are in the middle of National Public Health Week. During the first full week of April each year, communities across the United States observe National Public Health Week as a time to recognize the contributions of public health and highlight issues that are important to improving our nation. A short slide show, capturing activities of our local health department, was viewed.

Paul announced annual reports will soon be finalized and shared.

The Red Cross sheltering exercise, to be held on April 26, 2014, continues to be planned. Our department will have a minimal role in this exercise. Some of the nurses did attend training for this upcoming activity; however, our role will be observational rather than functional.

We expect our emergency preparedness employee to retire by the end of the summer. Margaret Wiley has shared she expects to retire, and, we will look at different options for filling this position. We expect to review our options in filling this position, utilizing cross jurisdictional, shared services which may lead to some title changes.

We did hear that we were awarded the New York State Health Foundation Grant.

We are still waiting to hear on the Tobacco RFA. There are multiple applicants and a decision has yet to be rendered. Community Partnerships may be organized as formal coalitions or as a network of community members and organizations. However organized, Community Partnerships will engage community members and leverage resources from the community to advance local and statewide tobacco control action. Community partnership contract funds will be used to engage local stakeholders, educate community leaders and the public, and mobilize

community members and organizations to strengthen tobacco-related policies to prevent and reduce tobacco use and limit opportunities for exposure to secondhand smoke. Community Partnerships will work with local businesses, employers, work places, health care institutions and providers, and schools and community groups to implement effective tobacco-free policies, change public opinion about tobacco use, and promote access to cessation services.

A short presentation of the county health rankings was shared. Copies were later emailed out to board members so they could review the findings in more depth.

Nursing Report

Mary Janet Sahukar shared incidences of influenza, type A, are decreasing. Influenza, type B, is on the rise. The influenza protection policy remains in effect. Our flu report is due to the state in early May.

Mary Janet's contractual position, expected to find her working only three days weekly, between both counties. Mary Janet shared it is difficult to complete the necessary workload in only three days. Paul Pettit has directed Mary Janet to work as is necessary, to accomplish what needs to be done.

We expect to receive a student nurse in May to work with our health department. This student is expected to be placed with Orleans County two days weekly. On Tuesdays, Mary Janet Sahukar is already committed to working with another student nurse, placed in Genesee County. Therefore, Nola Goodrich-Kresse will work with Mary Janet to organize activities and tasks for the Orleans County student nurse on Tuesdays.

Environmental Report

The rabies report was reviewed.

David Whitcroft updated the board regarding notices of violation for seven food establishments, failing to comply with the staff training requirements, as set by this board. Several have now responded and signed up for the training, and, some have indicated they will close their establishments.

David explained we have purchased and deployed IPADs to our environmental staff for use in their jobs.

Cross jurisdictional use of employees has been working well. David Whitcroft has been employees to where their help and time is most needed.

David Whitcroft presented a letter, composed by senior public health technician, Susan Papponetti. A copy of this letter was included in the evening's packets, as was a copy of the revised fee schedule to include fees for "special water samples". The letter informs applicable parties of a revision to policy and fees regarding "special" water sampling. David Whitcroft explained the past practice of such sampling and analysis of water, such as for the purpose of irrigating crops, is not actual public health business. A cost analysis of laboratory fees and the staff time to complete such tasks was conducted, and used to set the proposed collection fees. Dr. David Bell motioned to accept the fees for services, as outlined in Ms. Papponetti's letter, and included in the revised fee schedule under "special water samples". Dr. Abbasey seconded the motion. All board members were in favor of the motion. This motion was carried.

Additionally David Whitcroft has reviewed the past practice of our environmental staff “inspecting” the Iroquois Job Corp, located in Medina, New York. Job Corps is a no-cost education and career technical training program administered by the [U.S. Department of Labor](#) that assists young people ages 16 through 24 improve the quality of their lives through career technical and academic training. This is actually a federal facility and the county has no jurisdiction there. Should we find any issues when inspecting such things as their shower facilities and bunking area, we would have **no** power to enforce such findings. In the past we were asked to “inspect” this facility quarterly. Once again, the costs of these “inspections” were analyzed, and, a fee for service was developed for such third party audits.

Dr. Jim Robinson motioned to accept the policy to provide technical assistance and/or inspection services to facilities regulated by others; as third party auditors and to adopt the fee/fees for services, as included in the revised fee schedule under the category marked “General”. Dr. David Bell seconded the motion. All board members were in favor of the motion. This motion was carried.

Expenditure Report

There was no expenditure report.

Corporate Compliance Report

There are no current corporate compliance issues. Our annual corporate compliance training will take place later in the evening, under new business.

Old Business

Mary Janet Sahukar reports Orleans County expects to adopt the Genesee County template for court ordered HIV testing. Mary Janet will meet with our district attorney later next month.

There was an extended Orleans-Genesee Cross Jurisdictional Services meeting on March 17, 2014 to focus on “looking beyond 2014”. Wendy Oakes Wilson attended and represented our county board at this joint meeting.

Paul Pettit will attend a site visit in Montana in May of 2014. We will potentially be hosting a site visit in October of 2014.

We have heard nothing new on our sanitary code revisions.

New Business

Nola Goodrich-Kresse narrated the required annual corporate compliance presentation to the board. Kimberly Castricone provided the necessary documents for the board to sign to authenticate this annual requirement.

Other Business

Orleans County will host an Orleans – Genesee joint meeting on May 13, 2014 at 7:30 p.m.

Adjournment

Dr. David Bell motioned to adjourn the meeting. Dr. Sallah Abbasey seconded the motion. All board members were in favor of the motion. This motion was carried. The meeting was adjourned at 9:13 p.m.



GENESEE COUNTY BOARD OF HEALTH
ORLEANS COUNTY BOARD OF HEALTH
MINUTES OF JOINT MEETING
MAY 13, 2014
ORLEANS COUNTY-HOST



Call to Order

Paul Grout called the joint board of health meeting to order at 7:35 p.m.

BOH Members Present-Genesee County

Dr. Alan Barcomb –	BOH president
Deanna Page –	BOH member
Ken Oakley, PhD –	BOH member
Dr. Irene Burns –	BOH member
Ed DeJaneiro –	BOH member, legislative representative

Officials Present-Genesee County (non-voting)

Jay Gsell –	County Manager
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Staff Present-Genesee County

Paul Pettit –	Director, Health Department
Mary Janet Sahukar –	Director of Community Health Services
Tammi Ferringer –	Administrative/Budget Officer
Vanessa Vassall –	PHAP fellow - CDC

BOH Members Present-Orleans County

Paul Grout –	BOH president
Dr. James Robinson –	BOH vice-president
Wendy Oakes Wilson –	BOH secretary
John DeFilipps –	BOH member, legislative representative

Staff Present-Orleans County

Paul Pettit –	Director, Health Department
Kimberly Castricone –	Administrative Assistant
Mary Janet Sahukar –	Director of Community Health Services
Vanessa Vassall –	PHAP fellow - CDC
Cathy Miller –	Clerical

Introductions

Paul Grout thanked everyone for coming and began introductions. Those in attendance (as listed above) then introduced themselves.

Minutes of Previous Meeting-Genesee County:

The minutes of the April 1, 2014 meeting were approved on a motion made by Mrs. Deanna Page, seconded by Dr. Barcomb; all board members were in favor of the motion. The motion was carried.

Minutes of Previous Meeting-Orleans County:

The minutes of the April 8, 2014 meeting were reviewed by the board members. Dr. Jim Robinson motioned to accept the minutes. Wendy Oakes Wilson seconded the motion. All board members were in favor of the motion. The motion was carried.

Public Concerns

There were no public concerns.

DIVISION REPORTS

Director's Report

Paul Pettit explained we continue to seek a replacement for Mary Janet Sahukar's position. Due to the lack of applicants with the necessary credentials, our boards may have to consider re-working the job description requirements. One option may be to remove the "active" RN license requirement.

Paul Pettit shared our Orleans County Emergency Preparedness Coordinator, Margaret Wiley, will be retiring soon. Additionally, the Genesee County Emergency Preparedness Coordinator, Doug VanSlyke is expected to leave Genesee County, accepting a state position soon. Due to this sudden loss of both trained staff members, Paul has a potential internal candidate that he hopes to work into a cross jurisdictional, shared position, between both counties. Board members did question if this sort of consolidation would impact grant funding to either county. Mr. Pettit indicated this should not be a problem.

Paul Pettit discussed Middle East Respiratory Syndrome (MERS) as seen recently in the media. It is caused by a [coronavirus](#) called MERS-CoV. Most people who have been confirmed to have MERS-CoV infection developed severe acute respiratory illness. They had fever, cough, and shortness of breath. About 30% of people confirmed to have MERS-CoV infection have died. On May 2, 2014, the first U.S. imported case of MERS was confirmed in a traveler from Saudi Arabia to the U.S. On May 11, 2014, a second U.S. imported case of MERS was confirmed in a traveler who also came from Saudi Arabia. The two U.S. cases are not linked. It is estimated there are 538 cases of MERS worldwide.

The New York State Health Foundation grant is moving forward. We are still working on securing matching funds.

Paul Pettit explained on April 14, 2014 Governor Andrew M. Cuomo announced that New York has finalized terms and conditions with the federal government for a groundbreaking waiver that will allow the state to reinvest \$8 billion in federal savings generated by Medicaid Redesign Team (MRT) reforms. The waiver amendment dollars will address critical issues throughout the state and allow for comprehensive reform through a Delivery System Reform Incentive Payment (DSRIP) program. The DSRIP program will promote community-level collaborations and focus on system reform.

The Drug Take Back Day was a great success in both counties. Over four hundred pounds were collected in Orleans County, and, over eight hundred pounds were collected in Genesee County.

Included in the evening's packets were a recent article, focusing on the Medical Reserve Corp (MRC) and how Orleans County VALOR MRC provides disaster risk reduction and community resiliency education.

Lastly, Paul explained state lawmakers are considering whether to include electronic cigarettes in New York's indoor public smoking ban. The state's Clean Indoor Air Act prohibits smoking traditional cigarettes in nearly all workplaces in the state. Proponents of the ban hope that e-cigarettes will also be included.

Nursing Report

Mary Janet Sahukar updated both boards on the flu. The flu numbers have diminished since her last report to each board. In the past couple of weeks Type-B influenza has been the bigger mover; however, overall, Type-A influenza outweighed Type-B influenza across the flu season. The flu season remains active, and the mask requirement remains in place.

NYSDOH came unannounced to Orleans County last Wednesday to conduct a records survey. We received two citations. One citation dealt with not having populated in the health network system, the LHCSA roles (Licensed Home Care Services Agency). The other citation dealt with personnel records of current nursing staff – hired twenty plus years ago—regarding no pre-employment physicals and to no “follow up” on records.

Mary Janet Sahukar was happy to announce Connie Ferris (Orleans County nursing) was recently recognized for her successful work in measles outreach. On a recent epidemiology call, involving the CDC, NYSDOH and counties, Connie was complimented on a very thorough job on a recent measles outbreak.

Connie Ferris (Orleans County nursing) and Elaine Watson (Genesee County nursing) recently attended a conference on HIV, Hepatitis C, the testing laws, and the exciting new treatment to cure Hepatitis C. This discussion of Hepatitis C prompted Dr. Barcomb to ask if our counties could help to educate medical personnel on possible misconceptions regarding testing for Hepatitis C. Testing for Hepatitis C needs to be offered and documentation of this recorded. We do have a “list serve” and will ask our public health educators, Nola Goodrich-Kresse (Orleans County) and Kristine Voos (Genesee County) to reach out to providers regarding what the state law really is.

Environmental Report

The Orleans County rabies report was included in the evening’s packets and was reviewed.

David Whitcroft reported a rabies clinic was recently held in Pembroke for Genesee County, vaccinating 156 dogs and 64 cats.

David Whitcroft reports Genesee County has an environmental seasonal helper, Rachel Johnson, slated to work 504 hours. Also, Joe Perry, Monroe Community College environmental student, will soon be concluding his time with Genesee County.

Mr. Whitcroft shared the shared, cross jurisdictional activities have been a great help to Genesee County. Orleans County sanitarians have been able to travel to Genesee County and help with some inspections. An enforcement log was included in the packets.

With regards to ATUPA (Adolescent Tobacco Use Prevention Act), Vanessa Vassall has worked cross jurisdictionally to provide compliance checks and free training to vendors in both counties.

Orleans County packets included copies of two environmental letters to board members. One letter, authored by David Whitcroft, referenced the Eagle Creek Marina, LLC; the second letter, authored by Shannyn Sanger, senior Public Health Sanitarian—Orleans County, referenced the Cottages at Troutburg project.

Lastly, Mr. Whitcroft shared some restaurants in Orleans County have not complied with the Orleans County regulation requiring one on site restaurant employee to have completed a mandatory food safety training course. Ample time to comply with this regulation has been granted, and January 1, 2014 was the date to be in complete compliance. Letters of stipulation have been sent to several dining establishments.

Expenditure Report

The financial expenditure report for Orleans County was included in the Orleans County packets.

Corporate Compliance Report

Orleans County reports all staff, with the exception of two seasonal part-timers (who have not returned to work as yet), and, all but two board members, have completed their annual corporate compliance training.

Paul Pettit reported all staff, and, all board members in Genesee County have completed their annual corporate compliance training.

The Orleans County OMIG audit of the 3-5 Preschool Special Education Program found some supervision issues regarding proper oversight by therapists resulting in a Medicaid payback. Orleans County has paid OMIG and now those identified programs will now pay back Orleans County.

Old Business

The community health assessment has been approved by NYSDOH.

Included in packets for both counties were a Genesee and Orleans County Cross Jurisdictional Sharing Project Return on Investment—Year One and Annual Narrative Report.

Ken Oakley shared the site visit to our area will be held on October 15-16, 2014. We expect no more than ten people to visit and plans are in motion for this event.

There is nothing new to report on sanitary code revisions.

New Business

There was no new business for Genesee County

Orleans County—Mary Janet Sahukar reports she has met with the Orleans County District Attorney regarding court ordered HIV testing. Next, the Orleans County attorney will review this policy.

Other Business

There was no other business.

Adjournment

Dr. Irene Burns motioned to adjourn the meeting. Wendy Oakes Wilson seconded the motion. The meeting ended at 9:03 p.m.

The next meeting for Genesee County BOH will be held on Tuesday, June 3, 2014 at 3:00 p.m. at the GCHD.

The next meeting for Orleans County BOH will be held on Tuesday, June 10, 2014 at 7:30 p.m. at the OCHD.



ORLEANS COUNTY BOARD OF HEALTH
MINUTES OF MEETING
JUNE 10, 2014

Call to Order

Paul Grout called the meeting was called to order at 7:35 p.m.

Members Present

Paul Grout, Dr. Jim Robinson, Dr. Sallah Abbasey

Staff Present

Paul Pettit, Mary Janet Sahukar

Members Excused

Dr. David Meza, Wendy Oakes Wilson, Dr. David Bell, John DeFilipps

Minutes of Previous Meeting:

The minutes of the May 13, 2014 joint meeting between Orleans and Genesee counties had been provided to board members in advance and were again reviewed. Dr. Sallah Abbasey motioned to accept the minutes. Dr. Jim Robinson seconded the motion. Wendy Oakes Wilson completed the quorum vote by casting her vote via email. This motion was carried.

Public Concerns

There were no new public concerns.

DIVISION REPORTS

Director's Report

We have finally been updated on the tobacco RFA. The "request for applications" was awarded to Roswell Hospital of Buffalo, New York. This will be in effect for the next five years.

Margaret Wiley, emergency preparedness coordinator, will retire by the end of the month. To fill this position, and, create this title as a shared services position, we will be "shifting" some titles/positions around. Filling these two emergency preparedness vacancies, one in Genesee and one in Orleans, is slightly complicated by the fact that this is a management position in Genesee County, and, a union position in Orleans County. We hope to have the details worked out by our July meeting. We anticipate Al Cheverie will be filling this position once the details are worked out.

Paul has heard from NYSDOH regarding our "deliverable exercise" for next year. It is to be a dispensing exercise.

The job description for director of community health services has been officially changed with regards to requirements. The registered nurse prerequisite has been omitted.

Our department has noted a swell in bedbug activity within our county. An increasing amount of staff time is being spent on bedbug complaints. We are working with our local DSS to see if we can encourage the landlords of these temporary housing locations to be more proactive in the elimination of bedbug activity and infestations.

Nursing Report

Mary Janet Sahukar announced the flu season is officially over.

Mary Janet Sahukar explained we now have four applicants for the pharmacy consultant position. One applicant has been interviewed and the other three have been sent a letter and a copy of the policy.

Mary Janet has completed her plan of care for our recent statement of deficiencies. She recently received a phone call from one of the surveyors to further discuss the problematic issue of pre-appointment physicals.

Mary Janet shared some minor changes to HIV testing, previously signed permission changed to verbal permission etc.

The problem of dogs arriving in this country, from countries with an elevated incidence of rabies, was discussed. These dogs often have an inaccurate record of age as well.

We continue to treat a variety of post exposure rabies cases almost weekly. Mary Janet shared the continuing exposure to rabies is occurring in both Genesee and Orleans with great regularity.

Environmental Report

Paul Pettit updated the board regarding notices of violation for the seven food establishments as discussed previously. These restaurants have failed to comply with the staff training requirements, as set by this board. Since the last meeting, three establishments have come into compliance, and, four remain out of compliance. All four restaurants are located in Medina and hearings have been scheduled in two weeks.

Expenditure Report

There was no expenditure report.

Corporate Compliance Report

There are no current corporate compliance issues. We are currently working on a self assessment of our policies/protocols.

Old Business

Mary Janet Sahukar reports she is “tweaking” our Orleans County court ordered HIV testing policy. She expects to present it to the QIC committee next week for their review and have it to our board at the July 8, 2014 BOH meeting.

There is nothing new to report on our community health assessment.

Paul shared there is nothing new to report on shared services. We continue to look into joint strategic planning with Genesee County for continued shared services. Planning continues for the site visit slated for this fall.

We have heard nothing new on our sanitary code revisions.

New Business

There was no new business

Other Business

There was no other business.

The next board of health meeting will be held on Tuesday, July 8, 2014 at 7:30 p.m.

Adjournment

Dr. Abbasey motioned to adjourn the meeting. Dr. Jim Robinson seconded the motion. There was no quorum. The meeting was adjourned at 8:47 p.m.



ORLEANS COUNTY BOARD OF HEALTH
MINUTES OF MEETING
JULY 8, 2014

Call to Order

Paul Grout called the meeting was called to order at 7:35 p.m.

Members Present

Paul Grout, Dr. Jim Robinson, Wendy Oakes Wilson, Dr. David Bell

Staff Present

Paul Pettit, Mary Janet Sahukar, David Whitcroft, Cathy Miller

Members Excused

Dr. David Meza, John DeFilipps, Dr. Sallah Abbasey

Minutes of Previous Meeting:

The minutes of the June 10, 2014 joint had been provided to board members in advance and were again reviewed. Dr. Jim Robinson motioned to accept the minutes. Wendy Oakes Wilson seconded the motion. All board members were in favor of the motion. This motion was carried.

Public Concerns

There were no new public concerns.

DIVISION REPORTS

Director's Report

As announced previously, the tobacco grant has been awarded to Roswell Park Cancer Institute of Buffalo, New York. On July 21, 2014 Paul will meet with RPCI and representatives from our sister counties. The cancer hospital was awarded the five-year grant to operate the Western New York Tobacco Health System Change Center, intended to support expanded tobacco-cessation efforts throughout the eight-county region.

We continue to look for Mary Janet Sahukar's replacement. We have one approved application from personnel and we may have another approved application soon. The interview committee for this process is in place.

As discussed, the vacancy created by the retirement of Margaret Wiley is being "re-worked" to provide oversight of emergency preparedness in both Orleans and Genesee counties. Al Cheverie, previously a staff member of Orleans County DOH, has become a Genesee County DOH employee and will be overseeing emergency preparedness operations for both counties. As time goes on, we will see if there is need for a full-time or, part-time position in Orleans County to assist Mr. Cheverie with these duties.

Due to the vacancy in our department created by Al Cheverie's departure, we have an opening in our environmental division and will be posting that position and interviewing to fill it in the near future.

Diane Fields, service coordinator for our Orleans County Early Intervention Program, will be retiring July 30, 2014. At this point in time, we do not anticipate filling this vacancy.

We have a youth worker for the summer from Job Development. He will be housed within the environmental division.

Applications have been submitted for our participation in the Medicaid Redesign Team (MRT) reforms. The waiver amendment dollars will address critical issues throughout the state and allow for comprehensive reform through a Delivery System Reform Incentive Payment (DSRIP) program. The DSRIP program will promote community-level collaborations and focus on system reform.

We are looking to renew our transportation contract with Genesee County Chapter NYSARC, Inc. for September 2014. We hope to tweak some changes in the language of the contract before renewal.

There are two upcoming grants we hope to apply for. The smaller grant targets community wellness initiatives, more physical activity and healthier eating. The larger "opportunity" grant targets improved population health and health care delivery.

The Orleans County 4-H Fair is fast approaching. Our department is part of the emergency response team. We will also be involved with food inspections etc. Nola Goodrich Kresse, public health educator for our department, is expected to be at the Community Partner's booth one or two days during the fair.

Nursing Report

Mary Janet Sahukar shared with the board an incident that occurred recently at one of our outreach activities. One of our nurses experienced a needle stick in her finger. The proper protocol was followed, NYSDOH was contacted and an incident report was completed.

One of our part time nurses will be on medical leave from July 22 – August 15, 2014.

The amended plan of care corrections have been submitted and have been accepted. The problematic issue of acquiring pre-appointment physicals has been satisfied by some nurses acquiring detailed information from their date of hire. Others have had a new physical.

Mary Janet Sahukar reports that the Gonorrhea rate, an infection caused by a sexually transmitted bacterium that can infect both males and females, is on the rise. Mary Janet continued to explain the treatment protocol and the follow through on patients.

The search for a pharmacist consultant continues. One applicant has asked to remove herself and another has not responded to our inquiries. Another person has recently been contacted; however we have not heard back as yet. Paul Grout presented with a suggestion for an applicant and we will see if this person is possibly interested.

Environmental Report

David Whitcroft shared the 2014 enforcement log with the board. This log was discussed, questions asked and answered, specific to the violations listed. Hearings were scheduled and held. We expect to hear the recommendations of the hearing officer in the next thirty days.

A recent letter regarding sanitary code violations was shared with the board and this matter discussed.

Mr. Whitcroft shared he received an email from Professor Richards of SUNY College at Brockport today. David Whitcroft will meet with him to discuss failing septic systems and the watershed project and further define our part in this study.

We will be receiving fifteen plus work hours per week from a master's student with excellent GIS skills.

Our environmental field staff now has IPADS which will allow Geographic Information Systems (GIS) applications to be utilized.

Expenditure Report

The final 2013 revenue and expenses numbers were shared and reviewed.

Corporate Compliance Report

There are no current corporate compliance issues. We continue to work on a self assessment of our policies/protocols.

Old Business

Paul Pettit updated the board on shared services and the RWJ Project. We are coming to the end of this project and will be "wrapping up" as we enter into the fall. We will be looking into the possibility of merging the two boards of health and looking at contract renewals. The site visit is scheduled to take place on October 16-17, 2014.

In November Paul will travel to New Orleans to present an overview of our shared services project at the annual American Public Health Association Conference.

NYSDOH has been contacted and we hope to hear something on our sanitary code revisions by September 1, 2014.

New Business

The court ordered HIV testing policy had been provided to the board in advance. Wendy Oakes Wilson motioned to accept this policy as presented. Dr. Jim Robinson seconded the motion. All board members were in favor of the motion. This motion was carried.

Other Business

There was no other business.

The next board of health meeting will be held on Tuesday, September 9, 2014 at 7:30 p.m.

Adjournment

Dr. David Bell motioned to adjourn the meeting. Wendy Oakes Wilson seconded the motion. All board members were in favor of the motion. This motion was carried. The meeting was adjourned at 8:54 p.m.



Call to Order

Paul Grout called the meeting was called to order at 7:35 p.m.

Members Present

Paul Grout, Wendy Oakes Wilson, Dr. David Bell, John DePhilipps

Staff Present

Paul Pettit, Kimberly Castricone, Mary Janet Sahukar, David Whitcroft, Cathy Miller

Members Excused

Dr. David Meza, Dr. Jim Robinson, Dr. Sallah Abbasey

Minutes of Previous Meeting:

The minutes of the July 8, 2014 joint had been provided to board members in advance and were again reviewed. Wendy Oakes Wilson motioned to accept the minutes. John DeFilipps seconded the motion. All board members were in favor of the motion. This motion was carried.

Public Concerns

There were no new public concerns.

DIVISION REPORTS

Director's Report

Paul reported staffing has returned to normal mode with summer vacations coming to a close.

Paul Pettit was happy to report a director of community health services has been hired and is slated to begin work with our department on October 6, 2014. We expect Mary Janet Sahukar will continue in her current contractual position, shared between counties, to facilitate a seamless transition and oversee nursing. Our new director of community health services is Brendan Bedard. Mr. Bedard, a specialist in epidemiology, is a resident of Holley, and currently works for the Monroe County Department of Health.

We have hired a new sanitarian, John Rich, created by the departure of Al Cheverie. Mr. Rich is currently in Albany, attending training. Mr. Rich comes to us with a vast agricultural background.

We are happy to report we have several new interns beginning their time with our department. Some are full time, others are part time. We have one environmental health intern, placed mainly in Genesee County, and, one public health education intern, placed mainly in Orleans County. Additionally, we have a SUNY Brockport master's student working with David Whitcroft. Lastly, we have received notification we are confirmed to be receiving an additional PHAP associate from the CDC, expected to begin with us in October 2014.

Paul Pettit reports we expect approval on our renewal contract for transport with Genesee County Chapter ARC very soon. Mr. Pettit reports the renewal was tweaked in anticipation of a possible closing of the center-based ARC program in Genesee County, and, to view the

transport of Orleans and Genesee County preschool children as more of a combined region, rather than separate entities.

Mr. Pettit was pleased to report we have received an award from the New York State Rural Health Association. This was yet another cross jurisdictional endeavor.

We are working on grants, one structured in mental health and behavioral health issues. We are working on reapplying for our medical reserve grant, and considering applying for a capacity improvement grant. The RFA has gone out for our migrant health grant. We should know by mid-September if we are going to be re-granted for that five year cycle.

Paul Pettit reported the state will name five approved growers/manufacturers/distributors of medical marijuana by January 2016 at the latest.

We will be holding a joint emergency preparedness exercise on September 22, 2014 with both Genesee and Orleans counties. This will be the first time we merge the entire departments.

Nursing Report

Mary Janet Sahukar shared a flu update. There is expected to be a proposed rule modification in the flu mask policy, changing the wording from “ person is likely to be in a situation” as opposed to “person may be in a situation”. We will be reviewing our policy again, and, deciding if we need to make any changes.

Mary Janet described delivery of the flu vaccine as “erratic”. Vaccine has been promised and not arrived. Vaccine has been shipped with an arrival date that did not accommodate staff on site to receive the vaccine etc. Today, we did receive our adult flu vaccine. We have two flu clinics scheduled to date, one at GCASA and one at Holley School. Our VFC vaccine was ordered today.

We will be reviewing, internally, what insurances we can and cannot bill for reimbursement. We then will make public what insurances we are accepting, and, moving patients to other venues, such as pharmacies and primary care providers, if we do not take their insurance.

Our department has received a \$12000 award for timely reporting of communicable diseases. We will be participating in this program again next year, concentrating on Gonorrhea and Syphilis, both increasing in numbers.

There was an incident at one of our recent clinics. An eleven year old boy was receiving a tdap shot and fainted. He was difficult to awaken, became a bit blue around the mouth. The child had been very nervous about receiving the shot, had been pacing and wringing his hands, prior to the immunization. Proper protocol was followed; the child’s doctor was contacted. We did not discharge him to leave the building, alone with his father. We contacted the grandmother so she could come and also ride in the vehicle. The child’s physician was going to see the child that same day for follow up.

Mary Janet Sahukar reports we soon may have a pharmacy consultant, Dr. Anthony Fernando, of UMMC. We are working on finalizing the contract.

Mary Janet Sahukar raised a discussion on Enterovirus 68, of heightened concern in the United States recently. At greatest risk are children with asthma and children under the age of five.

Our county is working with Genesee County on another cross jurisdictional issue. There are several cases of salmonella within local counties. An eleven page questionnaire is part of the investigation process and both counties will be working together on the interviewing of patients.

We are expecting another comprehensive review in mid-January 2015.

Environmental Report

David Whitcroft shared we have a student intern working with us for the next semester. He will be working with both counties, gathering data. Both environmental staffs are working with new GIS software on their IPADS. This student will work with environmental staff, working with apps to work with when in the field. He will also develop a manual.

Mr. Whitcroft reviewed the decisions of the hearing officer. This document had been provided to board members in advance of this evening. The hearing officer had found in favor of the Orleans County Department of Health in reviewing out of compliance issues, from February 2014 through August 2014, of Mr. Bitsas, owner of Country Club Restaurant of Medina. The hearing officer's decision suggested a fine of \$250.00 per day. It is up to the board to review this recommendation and make a decision. Dr. David Bell motioned to impose a fine of \$1500.00, plus a portion of the court hearing costs. Wendy Oakes Wilson seconded this motion. All board members, in attendance, were in favor of the motion. Motion carried. Documents referencing the above captioned fine will be prepared, to be signed by our board president, Paul Grout, and delivered to Mr. Bitsas.

Mr. Whitcroft explained we have had a significant amount of patients undergoing post rabies treatment these past few weeks. Much has been done to educate the public regarding rabies and potential exposure to rabies.

The sanitary code revisions have now been acknowledged in Albany. Revisions have been suggested and the next step would be to put the code out for a thirty day public comment period. We hope to be sending out the finalized sanitary code to the board in the near future and vote on this revised code by the end of the year.

Expenditure Report

Kimberly Castricone shared the department budget has been submitted in a timely manner.

Corporate Compliance Report

There are no current corporate compliance issues.

Old Business

Our RWJ Project, shared services adventure, is coming to the end of its second and final year. We are looking into merging the two boards of health. Paul Pettit reports he has been consulting with attorneys at the state level to see what would be involved in merging the two boards into one board.

Paul Pettit updated the board on shared services and the RWJ Project. The site visit is scheduled to take place on October 16-17, 2014. The final agenda is almost complete and will be shared soon.

New Business

There was no new business.

Other Business

The next board of health meeting will be a shared meeting between the two counties, and, will be hosted by Genesee County on held on Tuesday, October 7, 2014 at 3:00 p.m. Wendy Oakes Wilson will be unable to attend this meeting; Dr. David Bell, Paul Grout and John DeFilipps hope to attend. When we get closer to the date, the board will be contacted to confirm projected attendance.

There will be no Orleans County meeting of the board on October 14, 2014 due to this joint meeting.

Adjournment

Wendy Oakes Wilson motioned to adjourn the meeting. Dr. David Bell seconded the motion. All board members were in favor of the motion. This motion was carried. The meeting was adjourned at 9:14 p.m.

Minutes Meeting
Genesee County Board of Health
Orleans County Board of Health
3837 West Main St. Rd.
Batavia, NY 14020
3:00 p.m., October 7, 2014

Present

Genesee County Board of Health

Dr. Barcomb, Dr. Oakley, Dr. Obear, and Mrs. Page.

Orleans County Board of Health

Dr. Bell, Mr. DeFilipps, Mr. Grout, and Dr. Meza

Staff

Dr. Baker, Ms. Balduf, Mr. Bedard, Miss Ferring, Ms. Geer, Mr. Pettit, Mrs. Sahukar, Mrs. Sanger, Mrs. Smykowski, and Ms. Vassall.

Guests

Mr. Gsell, Mrs. Stein

Call to Order

The meeting came to order at 3:01 p.m.

Approval of Minutes

The minutes from the Genesee County Board of Health meeting held September 2, 2014, were approved on a motion made by Dr. Oakley; seconded by Mrs. Page. All Board members present were in favor of the motion.

The minutes from the Orleans County Board of Health meeting held September 9, 2014, were approved on a motion made by Mr. DeFilipps; seconded by Dr. Meza. All Board members present were in favor of the motion.

Public Concerns/Discussions

There were no public concerns to discuss. However, there are various public health concerns such as Enterovirus and Ebola now receiving a lot of media attention. This has led to some discussions regarding the diminished response capabilities in the Public Health infrastructure due to cuts over the past 6 – 10 years. The departments have begun to receive some phone calls from concerned people as well as medical providers. Locally, the two health departments are performing some background work with local providers, hospitals and Emergency Management Directors in both counties.

Dr. Meza brought it to the Board's attention that, in addition to Ebola and Enterovirus, Chikungunya disease is also in the United States and slowly spreading throughout the southwest.

Nursing Report

Mrs. Sahukar introduced Brenden Bedard, who has filled her position as Director of Community Health Services. The current concentration is on orientation in both counties.

Mr. Bedard provided the Board with a brief summary of his background which includes employment as an Epidemiologist in Rensselaer County and Manager of the Disease Control and Epidemiology unit at the Monroe County Department of Public Health.

Although flu season has not officially begun, employees are being given the opportunity to receive their flu vaccines.

Environmental Report

Ms. Balduf provided the Environmental Report for Genesee County.

The Board reviewed a letter from the Rochester Zen Center requesting approval to create an area for the placement of cremains on the property of the Chapin Mill Retreat Center in the Town of Stafford. Following a discussion, it was determined that the Board has no jurisdiction or oversight over such a project, but sees no public risk. **A motion was made by Dr. Oakely; seconded by Dr. Barcomb to authorize the Public Health Director to compose a letter to the Zen Center, to be signed by the Board President, stating that the Genesee County Health Department is unable to approve or disapprove the request but has no objections to proceeding with the project. All Board members present were in favor of the motion.**

The most recent additions to the enforcement log were reviewed with the Board.

Mr. Pettit informed the Board that the Oakfield water tower is officially operational.

Mrs. Sanger provided the Environmental report for Orleans County.

The rabies program is winding down. To date, 38 human rabies post exposure treatments were provided, which far exceeds the yearly average of 24. Only 9 bats made up the total animal specimens tested of 53, with only 2 successfully captured for testing. Ten people were treated due to 9 wild animals, with only 2 confirmed positive for rabies because 7 were not captured. The most recent treatment was for a beaver in the Oak Orchard Reservoir, which was also not captured. This year, the capture was especially difficult for both bats and wild animals. It is believed an increase in public education is necessary..

The department is very interested in pursuing a paperless type of rabies vaccination clinic to streamline the office processes and reduce costs as well as time. Representatives from both counties are working on this joint initiative. Orleans County is planning to develop a survey monkey to assess the acceptance of a paperless system by the constituency.

Staff members are working with an intern on a collector application for digital septic and private water inspection. This is a transition from the existing Bergman software program and tough book system currently in place. A joint meeting between Genesee and Orleans is scheduled for October 21st regarding this project.

Food training is a requirement in the current code for Orleans County. As of August, 2014, there is an estimated 95% compliance rate with operations. There are different levels of requirements based on the risk assigned to the food service establishment. This year focused on compliance of the food safety manager certification; next year will be focused on compliance of low risk food service establishments and out-of-county temporary food operators. There are approximately 4 temporary food operators from counties outside of Orleans who are consistently non-compliant. Mr. Whitcroft and Mrs. Sanger are discussing several means to address this issue.

Administrative action has been quite active, with \$900 collected in fines to date. Fines in the amount of \$900 have been waived in an effort to work with operators and gain compliance through education and cooperation. In addition, there are \$1,950 in fines pending.

Mr. Pettit reported that the legal notices for the sanitary codes have been published, and the 30 day public comment period will continue until the end of October. The codes are expected to come back to the Boards, individually, in November to review any comments, consider modifications, and ultimately vote on the finalized codes. The plan is to have the sanitary codes approved and implemented for a January 1, 2015 start date.

Corporate Compliance Report

This time is spent to make the Boards aware of any current calls or investigations. All of the trainings are up to date for staff and Board of Health members. Mr. Bedard will receive training in the next few weeks.

Director's Report

Mr. Pettit recognized Mrs. Sahukar publicly to the Board to recognize her efforts and dedication to the departments and public health in both communities. She will continue to assist through the transition and subsequently fill the need for RN Supervision requirements of the Licensed Home Care Services Agency.

The Delivery System Reform Incentive Payment (DSRIP) program is finally beginning to take shape. Applications are being developed and Performing Provider Systems (PPS) are being formed. It is still unknown how this will play out in regard to participation.

In regard to the Community Health Improvement Plan, The Mental Emotional and Behavioral (MEB) group began meeting in late September. This group is made up of Mental Health professionals from Genesee, Orleans and Wyoming Counties. They are all on Board with the plan, which will really help to drive the funding received from the NYS Health Foundation to begin some work in the area of behavioral health. The focus is going to be on asset mapping to identify the services available in the 3-county region from a consumer, as well as professional, standpoint

The state is offering some Public Health Improvement Plan (PHIP) funding. The state has been broken up into regions. One applicant will apply on behalf of the region and potentially funnel the funds out to the different groups that are working on the community health improvement plan. The P² Collaborative of Western New York has been identified as the lead applicant in that process. Dr. Oakley reported that some of these funds are going to be targeted toward supporting primary care practices.

The joint Emergency Preparedness planning meeting took place in September. One of the deliverables this year includes the requirement to conduct a dispensing exercise. The plan is to utilize staff from Genesee and Orleans County into one exercise to fulfill the deliverable for both counties. The POD is expected to take place at GCC in the Spring of 2015.

Dr. Oakley reported that public health funds may also be available through the State Improvement Model (SIM). Nineteen states are competing for 7 awards.

The New York State Department of Health has become one of the first states in the country to receive their PHAP accreditation.

Old Business

Shared Services/ RWJ Project

The date in the invitations for the wine reception should have been the 15th rather than the 16th. The site visit will take place Wednesday and Thursday. Meetings will take place with the leadership teams and general staff on Wednesday with the wine reception in the evening. Board and Legislative participation is encouraged to attend the wine reception as well as a meeting and

lunch at Bohn's on Thursday at 10:30 a.m. This is the group's opportunity to meet with the governing structure and county administration.

Dr. Oakley reported that Mr. Pettit had accepted the Rural Health Program of the Year Award through the New York State Rural Health Association in recognition of the cross-jurisdictional project. A press release is being finalized and will be distributed to local newspapers and media. Mr. Pettit added that, although it was a privilege to accept the award, it is really a reflection of the staff performing the work and delivering the services as well as a tribute to the Boards of Health and Legislatures for their willingness to allow participation in this endeavor.

Mr. Pettit will be meeting with the County Managers to review the plan moving forward, considering the structure at the beginning of 2015, renewing contracts and merging the Boards so there will be one governing body overseeing the Health Department activities in both counties.

The joint strategic planning process has begun with one call with the consultant taking place. This will be an ongoing process over the next six months or so. There will be some surveys and Board engagement in that process moving forward. It is also hoped that a joint strategic plan can be developed with a common mission, vision, and re-defined focus. This will also check off one box toward the accreditation requirement of a strategic plan in the event the departments decide to move toward that in the next few years.

New Business

There was no new business to discuss

Other

There was no other business to discuss.

Adjournment

The meeting adjourned at 3:55 p.m. on a motion made by Mrs. Page; seconded by Dr. Oakley. All Board members present were in favor of the motion.

Karen Smykowski
Board of Health Secretary



ORLEANS COUNTY BOARD OF HEALTH
MINUTES OF MEETING
DECEMBER 10, 2013

Call to Order

Paul Grout called the meeting to order at 6:55 p.m.

Members Present

Paul Grout, Dr. James Robinson, William Eick, Dr. David Meza, Dr. Sallah Abbasey, Wendy Oakes Wilson

Staff Present

Paul Pettit, Cathy Miller, Mary Janet Sahukar, Michele Troup, Margaret Wiley, Nola Goodrich-Kresse, Linda Garrison

Members Excused

Dr. David Bell

Minutes of Previous Meeting:

The minutes of the November 12, 2013 board of health meeting were reviewed. Dr. David Meza motioned to accept the minutes. Dr. Abbasey seconded the motion. All board members were in favor of the motion. The motion was carried.

Public Concerns

There were no public concerns.

DIVISION REPORTS

Director's Report

Paul explained the maternal health grant was moving forward.

Paul thanked the board for their time and efforts through the 2013 calendar year. Paul also thanked the staff division leads for their work this past year.

Paul commended Mary Janet Sahukar for her many years devoted to nursing and shared how very much she would be missed when she retires in 2014.

Nursing Report

Mary Janet Sahukar explained the lead machines have been a great success.

There has been no official flu season proclaimed to date.

Environmental Report

The rabies report was included in the evening's packets and was reviewed.

Orleans County has completed their rabies clinics for 2013.

Expenditure Report

There was no expenditure report.

Corporate Compliance Report

There was no new corporate compliance issue.

Old Business

There is nothing new to report regarding court ordered HIV testing.

Nola Goodrich-Kresse explained the community health assessment has been completed and submitted.

The Orleans-Genesee Cross Jurisdictional Services Project is moving along nicely. Ken Oakley is wrapping up the survey component and will be sharing that information soon. Mr. Oakley will represent this project by attending a conference in Memphis.

We expect to hear from NYS by early January with regards to our sanitary code.

New Business

There was no new business.

Other Business

The next board of health meeting will be held on January 14, 2014 at 7:30 p.m.

Adjournment

Wendy Oakes Wilson motioned to adjourn the meeting. Dr. Sallah Abbasey seconded the motion. The meeting ended at 7:09 p.m.