

Health Services Advisory Board  
Minutes of 06/17/2010

The Health Services Advisory Board met on Thursday, June 17, 2010 in Classroom A of the One Stop Career Center located in the Human Services Center Building in Canton at 3:00 PM.

**MEMBERS PRESENT:** Dr. David Dunn, Medical Representative; Benjamin Gruda, Pharmaceutical Representative; Dr. Richards Edwards, CP Clinic and Bruce Stone, NYS Department of Health.

**STAFF MEMBERS PRESENT:** Susan Hathaway, Director; JoAnn Pfeil Quality Assurance/Corporate Compliance Officer; Myrna Barney, Public Health Sanitarian, and Sherry Cryderman, Administrative Assistant.

**Minutes of Previous Meeting:** Dr. Dunn moved that the 03/18/10 minutes be approved as written. Motion was seconded by Ben Gruda. Motion carried.

**Directors Report:** This being the final meeting of the Health Services Advisory Board the director thanked those present for their time and personal interest in serving on the Health Services Advisory Board. She reported that the County wide health district is a reality as the County BOL and NYS DOH have both approved this change. Letters were sent to 46 communities to request their decision to join the county wide health district or remain with their appointed health officer. To date we have received resolutions from 21 communities who want to join the CWHD; 6 wanting to retain their own health officer and 19 undecided. Ms. Hathaway reported she is scheduled to do presentations with Code Enforcement officers on 6/28/10; Morristown 6/29/10; with more presentations being arranged. Once all communities have responded, we will report the results to the NYS DOH. The questions that keep coming up are: Are there charge backs from the County. The response is none. The other question is does this change vital statistics and the response is no, that is a separate issue. The BOL will appoint 7 members to the County at their 7/12/10 meeting from the 10 candidates submitted for consideration and we will be ready to have the first meeting in July of the new Board of Health . Ms. Hathaway pointed out that if a call is received she and Myrna will respond. In case of emergency, epidemic, etc the Board of Health will be the deciding authority within the county.

Change Teams – Ms. Hathaway reviewed the 5 teams: Communications; Dental Sealant, Fiscal Team, Marketing Media; GO-GO Team. She explained that a resolution is going to the BOL for their July 12<sup>th</sup> meeting proposing the closing of the Gouverneur Public Health Office around the first of the year. The **Go-Go team** stands for “get out of Gouverneur office”. This team is looking at all angles of this move, from placement of personnel to needed equipment and recordkeeping. The **Communication Committee** is a mix of nurses, billing and clerical personnel looking at how communication can be improved among groups of staff. **Dental Sealant team** is now made up of 4 staff divided into 2 teams during the school year. One team will be retiring soon and will not be

replaced; leaving one team to provide the schools with dental services. This committee is looking at the impact having one team will have on services, decrease in number of grades served, grants, etc. **The Marketing Media** team is looking at ways to market public health, writing their own releases, and publicity of our services. Ms. Hathaway reported she has met with OFA and there is an ongoing discussion of sending nurses to meal sites within the county to do presentations, i.e. medications, etc. The **Fiscal Team** is looking at all of these changes with an eye on cost appropriations. On 05/25/10 each committee gave a report at the all staff meeting. All staff has access to committee minutes on the server.

**State Audits:** Ms. Hathaway reported that two weeks ago the State arrived to audit the Diagnostic and Treatment Center within Prevent and this week they are back to audit our CHHA programs.

**COI COMMITTEE UPDATES:** Mrs. Pfeil reported that the next meeting is scheduled for 08/05/10 from 2 to 3:30. They are meeting every 6 weeks reviewing each program. She stated that in general the state auditors were pleased goals have been established with clear tasks. Exchange between coordinators is good.

**CORPORATE COMPLIANCE:** Mrs. Pfeil reported that she has conducted the first contract provider audit. She explained that agencies we contract with need to be audited to assure compliance. She reviews random patient files and personnel files and does a report to the Director of Public Health.

**ENVIRONMENTAL:** Ms. Barney gave a power point presentation on the areas covered within her department: statistical review, complaints, building code referrals. She explained each area to those present.

**Rabies:** Ms. Hathaway reported that we have had 4 rabid coon reports. Two were in the Fowler area and two in Hammond area. A news release is going out today on rabid animals and the dos and don'ts.

She once again thanked all for their participation to this committee.

Meeting Adjourned,

Respectfully submitted,

Sherry Cryderman  
Recording Secretary

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