

HEALTH SERVICES ADVISORY BOARD
December 17, 2009

The Health Services Advisory Board met on Thursday, December 17, 2009 in Classroom A of the One Stop Career Center located in the Human Services Center Building in Canton at 3:00 PM.

MEMBERS PRESENT: Richard Edwards, Chair and Medical Representative from the CP Clinic; Tedra Cobb, County BOL Representative; Dr. David Dunn, Medical Representative; Clive Chambers, Director SLC Cooperative Extension; Ruth Fishbeck, Director SLC Health Initiative; and Benjamin Gruda, Pharmaceutical Representative.

NYS REGIONAL OFFICE REPRESENTATIVE FOR ST. LAWRENCE COUNTY:
Bruce Stone, Director

STAFF MEMBERS PRESENT: Sue Hathaway, Public Health Director; Debby Kent, Director of Patient Services; Sandra Worden, Director of Preventive Services; JoAnn Pfeil, Quality Assurance /Cooperate Compliance Officer; Laurie Maki, Public Health Educator; Brandi Wells, Emergency Preparedness Coordinator; Myrna Barney, Public Health Environmentalist and Sherry Cryderman, Administrative Assistant.

NEW PUBLIC HEALTH DIRECTOR: Sue introduced herself and gave a brief history of her background and stated she is looking forward to working with SLC Public Health and the committee members.

MINUTES OF PREVIOUS MEETING: Tedra Cobb moved that the minutes of the 06/16/09 and the 09/10/09 meetings be approved as presented. Ben Gruda seconded the motion. The motion carried.

INTERIM DIRECTOR'S REPORT: Debby Kent reported that since the September meeting she has been busy with the budget deliberations, budget cuts and the H1N1 Immunizations

HSAB MEMBERSHIP: Mrs. Kent reported that membership forms for Dr. Ormon and Dr. Badenhausem have been submitted to the BOL for appointment consideration to this board. Tedra suggested that we check with the BOL office as she thinks these names have been presented twice and thereby they may come on board as members.

A Candidate Biographical Data Sheet was presented to the committee for submission to the BOL for Ruth Fishbeck to be appointed to another membership term of 2 years. Brian Gardam moved that the membership form be submitted to the BOL for their consideration of Ruth Fishbeck serving a 2nd term on the Health Services Advisory Board. Tedra Cobb seconded the motion. The motion carried.

BYLAWS: The committee reviewed the by-laws distributed with the agenda. Ben Gruda moved that the by-laws be approved as presented with no changes to them at this time. Ruth Fishbeck seconded the motion. The motion carried.

FLU CLINICS: Brandi Wells reported that 4 H1N1 clinics have been held here at the Canton PH office to serve the priority groups. Last week the clinics were open to the public. Brandi reported that she met with school superintendents in early November and started later that month doing 2 to 3 schools daily. She reported that as of 12/18/09 every school had the 1st series of H1N1 except Massena who wanted to wait until January. The 2nd series of shots within the schools will begin in January along with the 1st series for Massena. To date 5,616 H1N1 vaccines have been given. Brandi briefly outlined some incident reports that were completed: Child received adult dose; Child wasn't to get vaccine but did (same name of another child); a child received 3 shots; a child received injection rather than nasal. Parents, doctors, school nurses were all involved in corrective action planning. Six Clinics were held for EMS and 1st responders. Brandi also stated that the extra staff hired to assist with the school and community immunizations was paid from \$20,000 federal funds received. Kelly Services did the hiring for PH. Six male and 2 female nurses were hired along with 4 clerical staff members

The following clinics are open to the public: 12/22/09 – Canton & Massena Fire Stations and 12/29/09 – Ogdensburg & Gouverneur Fire Stations.

Brandi reported that 2,000 people have been vaccinated against the seasonal flu.

CQI COMMITTEE UPDATES

Jo Ann Pfeil reported that a meeting was held today just prior to this meeting. Looking at statistical data forms. Each program has to submit statistical data on a quarterly basis. The committee reviewed the 2nd quarter data at the last meeting. The next quarter is due 01/15/10 and at the end of the year we will analyze the data submitted for each program.

CORPORATE COMPLIANCE

Jo Ann Pfeil reported that Sue Hathaway signed and filed the compliance certificate that was due 12/31/09. Employee medical records corrective action is complete and records in place. She reported that a review of 2007, 2008 & 2009 HHA 12 annual in-services are in compliance.

PREVENT ISSUES:

JAIL INFORMATION:

Sue Hathaway reported that they met with jail officials and PH staff and that H1N1 and seasonal flu vaccinations of inmates to protect staff was one topic reviewed. Need to assure that inmates with psych issues receive a 10 day supply of medication upon release. Decision was made to utilize bright colored sheet and color code charts. They also talked about an all turkey based diet for inmate's versus pork. Sue stated that Patty Cryderman

is doing a great job as Nursing Supervisor at the Correctional Facility. Sue also explained that staffing at the facility is changing from 5 part time to 4 full time.

RABIES: Sandra Worden reported that we have seen an increase in the number of rabid bats. In 2007 – 19 clinics were held; in 2008, 15 clinics and 2009 13 clinics. In 2010 PH is planning more clinics be held in Canton rather than remote areas were attendance is small. There was a discussion on how bats are dying off of a fungus that affects animals. 93% are dying.

Sandra also reported there is an increase in number of Lyme disease cases due to deer ticks.

NEW GRANT: Laurie Maki reported that in August we submitted a DOH non-competitive grant for the purpose of building health communities. The grant was to be funded in the amount of \$34,000. Karen Carmany and Laurie Maki both went to a mandatory meeting regarding this grant. A contract came last Friday. The money has to be spent by 03/31/10 which will be most difficult. The contract calls for \$14,000 in administration funds for training and \$20,000 for mini-grants in nutrition and physical education.

Tobacco Grant Funding: Laurie explained that we are still waiting as the contract is in the State Comptrollers office. This grant can not be sub-contracted out.

Ruth Fishbeck moved to adjourn the meeting, Dr. Dunn seconded the motion. The motion carried.

NEXT MEETING: The next meeting is scheduled for **Thursday, March 18, 2010** at 3 PM in **Class Room A** of the One Stop Center in the Human Services Center, Canton.

Meeting adjourned.

Respectfully submitted,
Sherry A. Cryderman
Recording Secretary