

MADISON COUNTY BOARD OF HEALTH
Monday, March 25, 2019
Madison County Health Department, Wampsville, NY

BOARD OF HEALTH MEMBERS PRESENT

Alex Stepanski, Board of Supervisors Representative
John Endres, DVM – President
Rachel Elder, MD
Jennifer Meyers, MD
Sam Barr, DMD

NOT PRESENT

Ofrana Reid, MD
Wendy Cary – Vice President (excused)
Travis Hall, Clinical Psychologist (excused)

OTHERS PRESENT

Eric Faisst, Director of Public Health
Dr. R. Seelan Newton, Medical Consultant
Geoff Snyder, Director of Environmental Health
Shawn Prievo, Director of Administrative Services
Rosanne Lewis, Director of Children with Special Health Care Needs
Katie Mungari, Director of Community Health
Deanna Matt, Confidential Secretary to the Director of Public Health

Dr. Barr called the meeting to order at 6:33pm indicating that there was a quorum. The Board reviewed the February 2019 minutes. Motion to approve the minutes was made by Supervisor Stepanski, seconded by Dr. Elder, and approved by all.

Audit of Claims

The record of claims was distributed for review and discussion.

- March is a slow month – there is not much different from other months
- Expenses are down
- Additional report noted for KChecks – an annual renewal denoting exclusions for Corporate Compliance
- Federal/State Grant change in expense due to Health Educator being away this week at a conference out of state.
- Received confirmation last week for a reimbursement check of \$15,000 for the vaccine lost in the temperature drop on the vaccine fridge in December.
 - o The alarm was triggered, however the temperature dropped faster than the call could be made from the alarm system.
 - o Total loss was \$25,000 – with a \$10,000 deductible

Motion to Accept Audit of Claims made by Dr. Meyers, 2nd by Dr. Elder, All in Favor

Strategic Items

- Healthy Workplace
 - Conference Planning continuing to move forward – next meeting coming up next week.
- Dental Health
 - A call is occurring on Friday with a group out of Pennsylvania that have had success with a fluoride campaign
 - In May the Schuyler Center will be holding a fluoride training here for Jefferson and Cortland Counties
 - Work plans are moving forward
- Individual Water Systems
 - Environmental Health Specialist position is still open – we have had 5 applicants and will be holding interviews next week. Hoping that we will have a new Specialist on board by May. In the meantime, Pete Church has been continuing to work within the work plan, and is still getting appointments.
 - The grant money will not be effected by the vacancy. Monies can be spread through other staff
 - Fluoride mapping is continuing
 - Monthly Report for the CDC is included in the packet
- CHA/CHIP
 - Forces of Change & Public Health Systems Event occurred on March 7, 2019 at the Hampton Inn Cazenovia. It was a success, with nearly 80 people in attendance, and the feedback and reviews have been very good
 - Data Group and Community Themes & Strengths assessments are underway as well. Zogby is being hired to conduct phone surveys – they will put questions together for us, and provide training.
 - Once data collection is complete – it will go to the Steering Committee for a deeper data dive

Reports

- County – No health related report. Of note, the County is having a celebration of the court house completion on Memorial Day weekend.
- Director's Report
 - Oral Health Profile first draft is complete. Hope to have for the BOH to review in April meeting.
 - An intern from University of Buffalo was interviewed this week, and will start this May. She will be working with Erica on a profile regarding suicides. She will also be exposed to many different elements of PH, working with Katie on TB and the Chlamydia group as she has an interest in Infectious Disease.
 - We are still waiting to hear back from Upstate and their MPH Intern program.
 - Update on Vacancies:
 - EH Specialist – still vacant - 5 applications received, interviews being held next week – hoping to fill by May

- EH OAll – working with current OAll in Admin to split her time between Admin and EH – in process
 - 1 MCH Nurse – still vacant
 - 1 Immunization/Lead/TB Nurse – filled, Paula Stolarczyk started last week
 - EI Service Coordinator – Julia Wootton started in early March
 - Board of Supervisors has approved the Performance Management System – VMSG.
 - Plans have been uploaded into the system already – including the County’s Success Plan – current spreadsheets already in use can be uploaded successfully and will help tremendously with tracking of Perf. Mgt. goals.
 - Goal is to have 1st report for the BOH, BOS, HHS, and CA by July
 - This program takes all of the plans for the Dept. and tracks progress, and links performance management to document management system; which will need to be in place before we start the accreditation process.
 - This will help with our accreditation, and will help us with tracking, as the State Health Dept. is accredited as well.
 - A staff meeting was held today with John Regan to discuss the construction of the building
 - Addition of a Wellness Center in the downstairs, and security construction for the whole building – mainly the front reception area.
 - The layout will be changed to allow for more secure access, including card swipe doorways throughout the building.
 - Showers will be added downstairs, as well as several workout machines in the actual gym area – which will be open 24/7.
 - There will be permanent walls built to ensure the safety of medical records, as well as to secure staff workspaces.
 - RFP will go out this week – construction to begin in July, should be complete by October.
 - Oneida City School Superintendent contacted us and would like to move ahead with a meeting with Bassett for a school-based health clinic.
 - Performance Evaluations for Management will be submitted to Mark.
- City of Oneida – No Report
- Medical Director’s Report
 - 460 flu cases in the County – 112 of which had the flu shot. We are seeing it is mostly Type A, though 4 cases were Type B
 - 1 pediatric death in CNY, 4 total in NYS
 - Flu vaccines were lost due to temperature – those seeking flu shots are being encouraged to go to their provider and pharmacies
 - QA Meeting 4/25
 - Credentialing is forthcoming
- President’s Report – No Report

Old Business

Action requested from the board in regards to Dr. Reid.

- A letter was sent to Dr. Reid asking for a response as to his wishes for his involvement on the BOH, we have received no response whatsoever.
- Discussion occurred:
 - o Exploring options for potential replacement
 - o Letter to go to Dr. Reid notifying of his removal from the board – draft to be created and sent to Board for review and approval.

Discussion occurred regarding fluoride testing of water

Discussion occurred in regards to a letter sent to the BOH from the Upstate Family Health Center – a not-for-profit in the Utica/Rome area looking for a letter of support for funding. Not sure if they serve any of Madison County – more information will be obtained on this organization, and will be provided to the board to make a decision.

Shawn Prieto disbursed the 2018 Department Financial Reports – Came in 17% under budget. Broken down by division, with preschool being the most expensive. 91% of the grants have been used.

Question posed if there was a Certificate of Need generated in regards to the 2 radiation facilities in the City of Oneida – discussion followed

A Volunteer Transportation System is in the works for Madison County – a presentation to follow.

Motion to adjourn made by Dr. Elder, 2nd by Dr. Barr, All in Favor – 7:17 pm

Next Meeting April 22, 2019 @ 6:30 pm
Madison County Department of Health – Large Conference Room

Respectfully submitted by Deanna Matt