## CHEMUNG COUNTY BOARD OF HEALTH MINUTES
### December 5, 2017

**PRESENT:**
- Rosemary Anthony, RN
- William G. Howard, MD
- Mary Ann Baker, RN
- Ken Sobel, MD
- Gregory Schultz, MD
- Mari Delaney, DVM
- Robert Lambert, MD

**ABSENT:**
- Joseph Brennan
- Kevin Wicks, DDS
- James Gensel, PE

**OTHERS PRESENT:**
- Robert Page
- Lisa Buckley, RN
- Rebecca Becraft
- Thomas Kump, PE
- Harry Shepard
- Peter Buzzetti

Prior to the meeting the CCBH received the following:

1. Agenda for December 5, 2017 CCBH Meeting
2. CCBH Meeting Minutes from September 26, 2017
3. Environmental Health Services Reports for September, October & November 2017
5. Professional Advisory Committee Report For November 15, 2017
6. Lead Coalition Working Group Agenda For November 30, 2017
7. CCBH Bylaws – Draft Revisions
8. Hearing Report – Horseheads High School

### CALL TO ORDER

CCBH President Dr. William G. Howard called the meeting to order at approximately 7:30 PM.

### 1. APPROVAL OF MINUTES FOR SEPTEMBER 26, 2017 MEETING

Dr. Howard asked whether anyone had any corrections to be made to the minutes that had been provided to them in advance of the meeting. There were no comments from members.

**RESOLUTION:** A motion was made by Ms. Baker and seconded by Dr. Delaney that the minutes of the September 26, 2017 Board of Health meeting be approved and accepted as presented. **Motion approved.**

**AYES:**
- Rosemary Anthony, RN
- William G. Howard, MD
- Mary Ann Baker, RN
- Ken Sobel, MD
- Gregory Schultz, MD
- Mari Delaney, DVM
- Robert Lambert, MD

**NAYES:** None

**ABSENT:**
- Joseph Brennan
- Kevin Wicks, DDS
- James Gensel, PE
2. FINANCIAL REPORT

Harry Shepard referred to the report for financial activities through the end of October 2017 that was distributed to the CCBH in advance of the meeting. He commented that everything has been business as usual, except that the Medical Examiner’s program was running over budget which is unpredictable and not anything that we can control. There were no further questions for Mr. Shepard.

3. SERVICES REPORTS

A. ENVIRONMENTAL HEALTH SERVICES – Thomas Kump mentioned that there were reports for September, October and November 2017 sent to BOH members in advance of the meeting. He had nothing further to add nor anything to draw attention to in any of the reports. There were no questions for Mr. Kump.

B. PROFESSIONAL ADVISORY COMMITTEE MINUTES – Rebecca Becraft commented that from this point forward the reports for Public Health and CHHA will be incorporated into the comprehensive Professional Advisory Committee Minutes. The November 15, 2017 Minutes were provided to the CCBH in advance of the meeting. Ms. Becraft mentioned that the 2016 Communicable Disease case reports have been published. The top four were chlamydia (324 cases), influenza (198 cases), Lyme (94 cases), and hepatitis C (90 cases). She also reported that the Cancer Services Program has been doing very well and has exceeded the number of patients from the previous year. Ms. Becraft discussed the Quality Improvement program. The current goal is to improve the rates of HPV vaccination among children 11 and older. This has been a controversial endeavor due to the connection between acquiring HPV through sexual activity and providing the vaccine to children, not to mention the concerns regarding potential side effects. The 2017 baseline rate for completion of the HPV series for 13 year olds is 20.8%. Lisa Buckley discussed the CHHA’s transition from Clinical Management back to Clinical Explorer. New tablets have been purchased for all staff to replace the laptops that had been utilized which are out of warranty and in very poor overall condition. She mentioned that the Legislature has approved the hiring of a full time temporary RN to assist with coverage. Ms. Buckley reported that the CHHA participated in a drill in November that was focused on responding to an emergency caused by an earthquake. She discussed the status of QAPI (Quality Assurance/Performance Improvement) where they assess their areas of weakness for both quality measures and process measures and make concerted efforts to improve their performance.

RESOLUTION: A motion was made by Dr. Lambert and seconded by Dr. Schultz that the minutes of the November 15, 2017 Professional Advisory Committee meeting be approved and accepted as presented. Motion approved.

AYES: Rosemary Anthony, RN Gregory Schultz, MD
William G. Howard, MD Mari Delaney, DVM
CHEMUNG COUNTY BOARD OF HEALTH
MINUTES – 12/5/2017

Mary Ann Baker, RN  Robert Lambert, MD
Ken Sobel, MD

NAYES:  None

ABSENT:  Joseph Brennan  Kevin Wicks, DDS
         James Gensel, PE

OLD BUSINESS

1. NOMINATING COMMITTEE FOR VICE PRESIDENT – Dr. Schultz reported that the
Nominating Committee met to discuss recommendations for the next CCBH Vice President.
Dr. Mari Delaney was nominated for election and she voiced her willingness to accept the
role.

RESOLUTION: A motion was made by Dr. Schultz and seconded by Ms. Baker that Dr.
Mari Delaney is hereby nominated for election to the position of Vice President of the
Chemung County Board of Health for a period of two years that will cover 2018 and 2019.
Motion approved.

AYES:  Rosemary Anthony, RN  Gregory Schultz, MD
        William G. Howard, MD  Mari Delaney, DVM
        Mary Ann Baker, RN  Robert Lambert, MD
        Ken Sobel, MD

NAYES:  None

ABSENT:  Joseph Brennan  Kevin Wicks, DDS
         James Gensel, PE

2. LEAD COALITION WORKING GROUP – Peter Buzzetti reported that a meeting of
the Lead Coalition Working Group (WG) took place last week on November 30, 2017. A
copy of the agenda was provided to the CCBH in advance of the meeting. He mentioned
that there is a diverse representation on the Lead Coalition WG and that a lot of
constructive suggestions have been provided for actions that can be taken to address the
lead poisoning problem in Chemung County. One impacted group that has not been
represented was that of contractors that perform lead-related work, so a contractor with
experience in dealing with lead hazards has been asked to participate. The County PIO is
also part of the WG and with her media background has offered suggestions on a public
relations campaign. The next WG meeting is scheduled for December 13, 2017 and a full
meeting of the Lead Coalition is planned for January 2018 in advance of the January 23,
2018 CCBH meeting.

3. BOARD OF HEALTH BYLAWS: REVISIONS – Mr. Page remarked that some
revisions to the current Bylaws have been made in a draft that was distributed to the
CCBH in advance of the meeting. He asked if there was any comments on the revisions or
whether anyone else had anything to add as well the rationale behind the suggested changes. A question was raised about a clause in the bylaws regarding the appointment of a hearing officer and whether that had ever formally occurred. Mr. Page responded that this will be researched and reported on prior to the next CCBH Meeting. Because of the mandated 2-week notification on changes prior to a vote as spelled out in the bylaws, these changes will be acted upon at the January 2018 meeting.

4. PUBLIC HEALTH DIRECTOR TRANSITION – Mr. Page updated the CCBH on the current status of the transition which will entail Mr. Page leaving after the end of 2017 and Mr. Buzzetti being appointed to the position of Public Health Director effective January 1, 2018. He reported that everything has been proceeding as planned. There is a resolution that has been approved by Legislative Committee and will go before the full Legislature for final approval next week appointing Mr. Buzzetti as Public Health Director effective January 1, 2018. County Executive Santulli has generated correspondence to the NYSDOH pertinent to this topic to satisfy State requirements.

NEW BUSINESS

1. EMERGENCY PREPAREDNESS COALITION – Mr. Page commented on the status of the County Emergency Preparedness Coalition and how its breadth has expanded with the addition of several additional healthcare-related agencies. Federal requirements were recently amended to require that these types of agencies become affiliated with a local coalition. Mr. Page provided a brief summary of the history of our County Public Health Emergency Preparedness group going back to the late 90’s, which was even prior to the big regulatory changes that occurred as a result of the 2001 Nine-Eleven attack. So while the addition of these new members helps them to comply with new Federal requirements, it will also help the coalition as a whole with their input and assistance in helping the Health Department comply with the various mandates.

2. INFLUENZA SEASON – Ms. Becraft explained to the CCBH that there is still not a lot to report with regard to influenza so far this season. Chemung County has seen 3 confirmed cases thus far this season that were all classified as “type A”. The current State classification is considered “local” which is similar to past years at this point in the season. Predictions for the U.S. are made based on the flu impact experienced on the other side of the world in the southern hemisphere, in areas such as Australia. The current predictions are that this could be a severe season with the vaccination efficacy only around 10%.

3. HEARING: HORSEHEADS HIGH SCHOOL – Mr. Shepard discussed the recent hearing that was held on November 16, 2017 with Horseheads High School regarding their cafeteria. A report summarizing the hearing was provided to the CCBH in advance of the meeting for their review. Mr. Shepard added that there did not appear to be any question as to whether the violations existed. A Stipulation Offer for $200 was declined by the respondent. The Hearing Officer recommended that a fine of $200 be levied against the operator.
RESOLUTION: A motion was made by Dr. Sobel and seconded by Ms. Baker that a fine of $200 be issued against the operator of Horseheads High School Cafeteria for failure to follow the conditions of their hot and cold holding waiver. Motion approved.

AYES: Rosemary Anthony, RN
William G. Howard, MD
Mary Ann Baker, RN
Ken Sobel, MD

Gregory Schultz, MD
Mari Delaney, DVM
Robert Lambert, MD

NAYES: None

ABSENT: Joseph Brennan
James Gensel, PE
Kevin Wicks, DDS

4. ENVIRONMENTAL HEALTH DIRECTOR RETIREMENT & TRANSITION – Mr. Kump formally announced to the CCBH that he intends to retire with his last day of County employment being May 30, 2018. Mr. Buzzetti commented on the process that has already started to find a replacement for the retiring DEHS whose official title is Supervising Public Health Engineer. The first efforts will be to determine whether it is possible to find a candidate that meets the current minimum qualifications for the position as it currently exists. This would require 2 years of experience as a Public Health Engineer with a NYS license as a Professional Engineer. There is one candidate that has passed initial screening with which a telephone interview will be conducted to determine whether to proceed with an in-person interview. If this direction does not pan out, the “plan B” approach will be to seek a job title change through the County Civil Service Commission that would drop the engineering requirement and only require experience as a Supervising Public Health Sanitarian or similar acceptable experience. That plan would require the PHD to take on the additional role of acting DEHS while current staff within the Department gained sufficient experience to qualify for taking on those duties. This would require contracting with a licensed PE for only those duties that require a PE. Mr. Buzzetti said that he will keep the CCBH updated on the progress in recruiting a replacement for Mr. Kump.

Mr. Buzzetti also took a moment to offer his thanks and appreciation to Mr. Page for all the guidance and mentoring he receiving from Mr. Page during the past year. CCBH President Howard also extended, on behalf of the CCBH, sincere thanks to Mr. Page for a job well done and best wishes to Mr. Page and his wife as they enter the next phase of their life.

ADJOURNMENT

RESOLUTION: With no further business to conduct, a motion was made by Dr. Howard and seconded by Dr. Schultz that the CCBH be adjourned until the next regular meeting of January 23, 2018. Motion approved.
CHEMUNG COUNTY BOARD OF HEALTH
MINUTES – 12/5/2017

AYES: Rosemary Anthony, RN  Gregory Schultz, MD
William G. Howard, MD  Mari Delaney, DVM
Mary Ann Baker, RN  Robert Lambert, MD
Ken Sobel, MD

NAYES: None

ABSENT: Joseph Brennan  Kevin Wicks, DDS
James Gensel, PE

The meeting was adjourned at approximately 8:35 PM.

Next meeting: Board of Health Meeting
January 23, 2018 @ 7:30 PM
Health Department Conference Room