CHEMUNG COUNTY BOARD OF HEALTH
MINUTES
December 1, 2015

PRESENT:  James Gensel, PE  Mary Ann Baker, RN
           Gregory Schultz, MD  William G. Howard, MD
           Robert Lambert, MD*  Rosemary Anthony, RN
           Kevin Wicks, DDS

ABSENT:   Joseph Brennan  Ken Sobel, MD
           John Varga, DVM

OTHERS PRESENT: Robert Page  Thomas Kump, PE
                Rebecca Becraft  Harry Shepard
                Teresa Materazzo  Melissa Traub

Prior to the meeting the CCBH received the following:

1. Agenda for December 1, 2015 CCBH Meeting
2. CCBH Meeting Minutes from September 29, 2015
3. Environmental Health Services Report for September & October 2015
5. CC Community Tobacco Survey Results 2015
6. Draft Resolution Creating Tobacco-Free County Grounds In Chemung County
7. CCHD Medical Staff Bylaws

The following items were discussed at the meeting:

9. Behavioral Risk Factor Surveillance Survey 2013-14 For Chemung County
10. Chemung County Organizational Chart - Revised

CALL TO ORDER

President Mary Ann Baker called the meeting to order at approximately 7:30 PM.

1. APPROVAL OF MINUTES FOR SEPTEMBER 29, 2015 MEETING

RESOLUTION: A motion was made by Dr. Howard and seconded by Dr. Schultz that the minutes of the September 29, 2015 Board of Health meeting be approved and accepted as presented. Motion approved.

AYES:  James Gensel, PE  Mary Ann Baker, RN
       Gregory Schultz, MD  William G. Howard, MD
       Rosemary Anthony, RN  Kevin Wicks, DDS

NAYES: None

ABSENT: Joseph Brennan  Ken Sobel, MD
         John Varga, DVM  Robert Lambert, MD*
2. FINANCIAL REPORT

Harry Shepard mentioned that the Budget Status Report through October 2015 was provided to the CCBH in advance of the meeting. He commented that everything has been business as usual and that there was nothing of particular note at this point. There were no questions for Mr. Shepard.

3. SERVICES REPORTS

A. ENVIRONMENTAL HEALTH SERVICES – Thomas Kump mentioned that reports for September & October 2015 were included in the mailing to BOH members in advance of the meeting. Mr. Kump had nothing further to add to what was presented in the written reports. There were no questions for Mr. Kump.

B. PUBLIC HEALTH CLINICS REPORT – Rebecca Becraft distributed and commented on the Public Health Nursing report she had prepared to summarize recent activity with regard to seasonal influenza, a new law regarding the meningitis vaccine, childhood lead poisoning cases, cancer services, tobacco services, as well as breastfeeding and the physically handicapped children’s program. There were no further questions for Ms. Becraft.

*Dr. Lambert arrived during Ms. Becraft’s report at about 7:32 PM.

C. HOME HEALTH AGENCY FINANCIAL REPORT – Melissa Traub did not have a written report for this meeting but commented on the current state of affairs in the CHHA. They are down one nursing position and are actively seeking candidates to fill the vacancy. Actually, there have been a lot of staff changes in the CHHA over the past 6 months. The current census is 208 patients and they have been accepting nearly every referral received. Ms. Traub had just received an unaudited financial report for the latest quarter but has not been able to validate the data. A formal written report will be provided at the next CCBH meeting. There were no questions for Ms. Traub.

OLD BUSINESS

1. DENTAL CLINIC TRANSITION – Mr. Page reported that there has not been a lot of progress on the transition since the last CCBH meeting. Plans still need to be completed for the certificate of need (CON) application. The CON will need to be approved by the NYSDOH prior to the commencement of any construction. The current timeline is hopeful that an opening could occur by the end of 2016. RPCN has yet to find a dentist. Their focus has been on moving forward with plans for another clinic elsewhere in NYS.
2. NOMINATING COMMITTEE REPORT – Dr. Howard reported as Chair of the Nominating Committee that Dr. Gregory Schultz is being nominated for the office of Vice President of the Chemung County Board of Health. Dr. Schultz accepted the nomination.

RESOLUTION: A motion was made by Dr. Howard and seconded by Dr. Lambert that Dr. Gregory Schultz be elected to the office of Vice President of the Chemung County Board of Health for a term commencing January 1, 2016 and extending through December 31, 2017. Motion approved.

AYES: James Gensel, PE  Mary Ann Baker, RN  
Gregory Schultz, MD  William G. Howard, MD  
Rosemary Anthony, RN  Kevin Wicks, DDS  
Robert Lambert, MD

NAYES: None

ABSENT: Joseph Brennan  Ken Sobel, MD  
John Varga, DVM

It was learned that both the President-elect and Vice President-elect will not be available for the next regular scheduled meeting of the Chemung County Board of Health. A decision was unanimously made among those members present to change the January 26, 2016 meeting to February 2, 2016.

3. REVIEW OF CCBH BYLAWS – Mr. Page reported that he had received no suggested changes to the existing CCBH Bylaws in advance of this meeting. As such, it is recommended that a motion be made to accept the current CCBH Bylaws until such time that a member proposes changes or when the next annual review occurs.

RESOLUTION: A motion was made by Dr. Lambert and seconded by Dr. Howard that the current version of the Chemung County Board of Health Bylaws remain in effect after having been reviewed by CCBH members and no changes were recommended. Motion approved.

AYES: James Gensel, PE  Mary Ann Baker, RN  
Gregory Schultz, MD  William G. Howard, MD  
Rosemary Anthony, RN  Kevin Wicks, DDS  
Robert Lambert, MD

NAYES: None

ABSENT: Joseph Brennan  Ken Sobel, MD  
John Varga, DVM
NEW BUSINESS

1. REVISION OF CCHD MEDICAL STAFF BYLAWS – Mr. Page explained that a revised version of the CCHD Medical/Dental Staff Bylaws was distributed to CCBH members in advance of the meeting for their review and consideration. The proposed changes are related to the clinical services that were provided in the dental clinic.

RESOLUTION: A motion was made by Dr. Howard and seconded by Dr. Schultz that the current version of the Chemung County Health Department Medical/Dental Staff Bylaws be revised as proposed to include the changes related to the dental clinic. Motion approved.

AYES: James Genisel, PE
      Gregory Schultz, MD
      Rosemary Anthony, RN
      Robert Lambert, MD
      Mary Ann Baker, RN
      William G. Howard, MD
      Kevin Wicks, DDS

NAYES: None

ABSENT: Joseph Brennan
        Ken Sobel, MD
        John Varga, DVM

2. TOBACCO COALITION PRESENTATION– Mr. Page introduced Ms. Teresa Matterazzo to the group. Ms. Matterazzo is the Community Engagement Coordinator for the Southern Tier Tobacco Awareness Coalition. She discussed the TFO (Tobacco Free Outdoors) campaign that is underway to increase the awareness of the dangers of tobacco use outdoors and the impact it has on our community. Ms. Matterazzo referenced the flyer that was distributed in advance of the meeting showing the 2015 Community Tobacco Survey Results For Chemung County. It included some interesting statistics regarding the opinions and attitudes of county residents with regard to outdoor tobacco use. She also commented on the draft resolution for creating tobacco-free county grounds in Chemung County that was provided to the CCBH in advance of the meeting. The draft provided seemed to be geared toward wording that would be used by the County Legislature if they intended to pass legislation on the matter. Ms. Matterazzo will modify the resolution to include appropriate wording for the CCBH to recommend action by the Chemung County Legislature. It was felt that even though similar resolutions have been forwarded to the Legislature from the CCBH with no formal action being taken, the wording and timing of this resolution seemed to be appropriate for consideration.

RESOLUTION: A motion was made by Dr. Lambert and seconded by Ms. Anthony that;
WHEREAS, tobacco-related illness is the leading cause of preventable death in the US, accounting for about 443,000 deaths each year; and
WHEREAS, tobacco kills more Americans each year than alcohol, cocaine, crack, heroin, homicide, suicide, accidents, fires, and AIDS combined; and
WHEREAS, in New York State there are 25,500 deaths every year from causes attributable to smoking; and
WHEREAS, tobacco use can cause chronic lung disease, coronary heart disease, and stroke, in addition to cancer of the lungs, larynx, esophagus, and mouth; and
WHEREAS, the US Surgeon General concluded that there is no risk-free level of exposure to secondhand smoke; and
WHEREAS, secondhand smoke has been designated as a known human carcinogen by the Environmental Protection Agency and the Public Health Service’s National Toxicology Report; and
WHEREAS, secondhand smoke is responsible for over 50,000 deaths among nonsmokers each year; and
WHEREAS, to be completely free from exposure to secondhand smoke in outdoor places, a person may have to move nearly 25 feet away from the source of the smoke, about the width of a two-lane road; and
WHEREAS, over two billion cigarette butts are discarded every day worldwide, and Americans alone discard more than 175 million pounds of cigarette butts every year; and cigarette filters and plastic wraps from cigarette packages are not biodegradable and tobacco-related waste discarded in parks, along sidewalks, and in street gutters makes its way through storm drains into creeks and rivers, leaking dangerous chemicals into our watershed;
THEREFORE, BE IT RESOLVED, that the Chemung County Board of Health requests and recommends to the Chemung County Legislature that they approve legislation that would designate all County-owned properties, where community members work and play, as tobacco-free zones. Motion approved.

**AYES:**
James Gensel, PE  
Gregory Schultz, MD  
Rosemary Anthony, RN  
Robert Lambert, MD  
Mary Ann Baker, RN  
William G. Howard, MD  
Kevin Wicks, DDS

**NAYES:**
None

**ABSENT:**
Joseph Brennan  
John Varga, DVM  
Ken Sobel, MD

3. **CANCER SERVICES GRANT RECOMMENDATION** – Mr. Page informed the CCBH that there are current requirements in NYS that employees be granted the benefit of paid leave for certain cancer screening procedures. The CCBH is being asked to consider a resolution that would recommend to Chemung County that colorectal cancer screening be added to the list of procedures for which employees are granted a half-day of paid leave.

**RESOLUTION:** A motion was made by Ms. Anthony and seconded by Dr. Schultz that Chemung County add “colorectal screening” to the list of cancer screenings for which employees are offered, as a benefit, to use a half-day of paid leave specifically for that purpose. Motion approved.

**AYES:**
James Gensel, PE  
Gregory Schultz, MD  
Rosemary Anthony, RN  
Mary Ann Baker, RN  
William G. Howard, MD  
Kevin Wicks, DDS
Robert Lambert, MD

NAYES: None

ABSENT: Joseph Brennan Ken Sobel, MD John Varga, DVM

4. EMERGENCY PREPAREDNESS EXERCISE REPORT – Mr. Page started the discussion of a recent State-wide emergency preparedness exercise called WRECKIT involving counties in the Western Region of New York State. The drill included hospitals, public health departments, emergency management offices, fire services, police services, first responders, and many other human service agencies. The scenario was that a major winter storm hit a large part of the entire Western Region of NYS causing power outages and blocked roads/highways. Various sub-drills occurred in Chemung County as part of the WRECKIT drill. Mr. Page facilitated the Nursing Facility component of the drill. At the Health Department, Mr. Kump facilitated the sub-exercise by reviewing the Department's COOP (Continuity Of Operations Plan) with the various department heads. This plan had been in effect for several years, but hadn’t been reviewed recently. A few modifications were needed as a result of this exercise to assure that it was up-to-date. Among other things, the plan addresses which services would be needed to be fulfilled during the first few days and weeks of a major catastrophic event and what services can be put “on hold” during the emergency. It is realized that some staff may not be available if they are unable to get to work, so other staff would fill in as needed to assist in meeting the needed services. Ms. Traub reviewed the status of all CHHA patients and provided a triage report on the various needs of each patient. After the sub-exercises were completed, all departments in the Health Center reconvened to discuss the pros and cons of utilizing the Health Center as a medical shelter. The final outcome was that it would be possible to accommodate a number of residents requiring limited medical care during an emergency. They would not be admitted to the CCNF but would rather be treated as visitors to a shelter. The drill was quite successful as it allowed newer staff the opportunity to become familiar with the emergency plans while allowing for needed modifications to the plan as well as a refresher for existing staff.

5. 2013-14 BEHAVIORAL RISK FACTOR SURVEY RESULTS – Ms. Becraft presented the CCBH with a copy of the 2013-2014 Expanded Behavioral Risk Factor Surveillance Survey results for Chemung County that also provided a comparison to a few neighboring counties as well as NYS as a whole. Most indicators for Chemung County were worse than both the neighboring counties of Steuben and Schuyler and NYS. However, if you compare the statistics in this report with the results from 2009, there has been an improvement in Chemung County. Ms. Anthony cautioned that in comparing this report with data from 2009, one must make sure that the statistics were calculated in a similar manner. Ms. Becraft would research whether the data from 2009 was calculated in the same manner as the data in the most recent report.

6. COUNTY ADMINISTRATION REORGANIZATION – Mr. Page provided the CCBH with a copy of the revised organization chart for County administration. With retirements
and new appointments to key positions in the County, it was necessary to realign the various departments to assure the most efficient operation of the County. The Health Center Director (Mr. Page) will report directly to the County Executive (Mr. Santulli).

**ADJOURNMENT**

There was no further business to conduct so President Baker requested a motion to adjourn.

**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 that will be re-scheduled to February 2, 2016. **Motion approved.**

**AYES:** James Gensel, PE
Gregory Schultz, MD
Rosemary Anthony, RN
Robert Lambert, MD
Mary Ann Baker, RN
William G. Howard, MD
Kevin Wicks, DDS

**NAYES:** None

**ABSENT:** Joseph Brennan
John Varga, DVM
Ken Sobel, MD

The meeting was adjourned at approximately 8:38 PM.

**Next meeting:**
Board of Health Meeting
February 2, 2016 @ 7:30 PM
Health Department Conference Room