# ORLEANS COUNTY BOARD OF HEALTH
# MINUTES OF MEETING
# DECEMBER 14, 2010

**Call to Order**
Paul Grout called the meeting to order at 6:55 p.m.

**Members Present**
Paul Grout, Dr. Sallah Abbasey, Dr. David Meza, Dr. Jim Robinson, Wendy Oakes Wilson

**Staff Present**
Paul Pettit, Cathy Miller, Mary Janet Sahukar, Kimberly Castricone, Margaret Wiley, Linda Garrison

**Members Excused**
George Bower, Dr. Nancy Ciavarri

**Minutes of Previous Meeting:**
Dr. Meza moved to accept the minutes from the previous meeting. Wendy Oakes Wilson seconded the motion. Motion carried.

**Public Concerns**
There were no public concerns.

**Bills for Payment**
The bills for payment were reviewed. Dr. Abbasey moved to accept the bills for payment. Wendy Oakes Wilson seconded the motion. Motion carried.

**DIVISION REPORTS**
*Director's Report*

Paul explained the budget had passed and referenced an article in the local paper. Taxes are expected to have a twenty-three cent increase.

Paul reported our new security system is up and running as yet. There is a small issue with the security door located between our health department corridors and the nursing home corridor.

Paul and Peg Wiley explained our POD exercise, our 'deliverable' for that grant/program was held on December 9, 2010 at the county jail. Our staff held a flu clinic for guards and inmates and this event went well.

Paul explained we will be hosting a student intern from Brockport College in early 2011. This intern will work and shadow through all different units within our department.

*Nursing Report*

Mary Janet Sahukar shared we have nine active patients currently being seen. Doris Delano is managing to cover the planned visits and Connie Ferris is picking up and/or is prepared to pick up any after hour visits deemed necessary.

Our policies and procedures were mailed on November 12, 2010 and confirmation was received of their arrival in Albany on November 15, 2010. NYSDOH will resume review of such documents after the first of the year. We anticipate we will be asked for both some revisions and a site visit.

We have immunized approximately five hundred patients with seasonal flu vaccine. We immunized forty patients at the LOCK POD exercise mentioned earlier. We have immunized approximately one hundred children and have given about one hundred doses of pneumonia vaccine.

We held clinics in three different school districts. The response was minimal in Holley, fair in Medina and good at Kendall. We expect this response was a result of the plentiful amount of vaccine available throughout the area from doctor's offices, pharmacies, etc.

Dr. Meza asked if anyone had experienced and adverse reactions. Mary Janet explained there had been two adverse reactions at the jail clinic.

*Environmental Report*

Paul shared the GIobal Imaging Satellite (GIS) system is up and working well. We hope to get to some heavy duty scanning of old files soon.

We are moving forward with the hardware preparation and planning for electronic rabies certificates. Madison County is sharing their experiences with this process with our county.

We recently completed another round of ATUPA compliance checks. The county was split into two areas and a north team and a south team once again visited each establishment that sells tobacco products and observed a department trained minor attempt to purchase a tobacco product. One sale was made to a minor by Crosby's of Holley. We will be contacting them to explain the sale and will offer a stipulation agreement.

The tanning establishments have been informed of the new tanning laws/codes and are turning the required paperwork back in to our department. We plan to begin inspections of these facilities after the first of the year.

As discussed in a previous meeting, the County Club Restaurant of Medina will be coming to our department for a meeting due to help facilitate the efforts to bring them into compliance.

*Expenditure Report*

There was no expenditure report.

*Corporate Compliance Report*

There was nothing new to report regarding corporate compliance.

**Old Business**

There was nothing new to report regarding court ordered HIV testing.

There was nothing new to report regarding the CHHA.

There was nothing new to report regarding the sanitary code revisions.

**New Business**

There was no new business.

**Other Business**

There was no other business.

**Adjournment**

Dr. David Meza motioned to adjourn the meeting. Wendy Oakes Wilson seconded the motion. Motion carried. The meeting adjourned at 7:19 p.m.

The next meeting will be held on Tuesday, January 11, 2011.