The Health Services Advisory Board met on Tuesday, May 20, 2008 in the small conference room of the Human Services Center building at 3:00 PM.

MEMBERS PRESENT: Richard Edwards, Tedra Cobb, Brian Gardam, Benjamin Gruda, and Dr. Edward Goldstein.

MEMBERS EXCUSED: Ruth Fishbeck

MEMBERS ABSENT: Dr. Florence Bero, Clive Chambers, Donald Schuessler

PUBLIC GUEST PRESENT: Ronald Semple

STAFF MEMBERS PRESENT: William Serafin, Laura Duval, JoAnn Pfeil, Myrna Barney and Sherry Cryderman

Welcome and introductions were done. Mr. Serafin introduced Mr. Semple a member of the public, who read about the proposed county-wide health district and expressed an interest in the organization of such a board.

BOARD CHAIR: Mr. Serafin reported that he had spoken with Mr. Edwards regarding serving as Chair of this board. Mr. Edwards stated that he would be willing to serve in this capacity for the balance of the year.

MINUTES OF PREVIOUS MEETING: Mr. Gardam moved that the minutes of the December 11, 2008 meeting be approved as written. Ms. Cobb seconded the motion. The motion carried.

RECREDENTIALLING OF PH MEDICAL DIRECTOR: Mr. Serafin explained that although the Board of Legislators is the Board of Health of the Public Health Law, this Advisory Board is to make recommendation to the BOL on this issue. He also noted that Dr. Edward Goldstein has been serving in this capacity and recommends Dr. Goldstein’s continuance. Ms. Cobb moved that since the Director of Public Health has reviewed and duly noted that Dr. Goldstein’s licenses to practice are current and on file, that Dr. Goldstein is accredited to continue as Medical Director of the St. Lawrence County Public Health Department. The motion was seconded by Brian Gardam. The motion carried.
PUBLIC HEARING: Mr. Serafin reported that he has met with Town Supervisors regarding the creation of a County-Wide Health District Board. He noted that one Health District would make it easier to respond in an emergency crisis vs. working with 32 plus different health officers within the county. He also made a presentation to the County Board of Legislators in May on this topic. The Board of Legislators passed resolution # 136-2008 directing the Director of Public Health to hold a public hearing. Mr. Serafin is meeting with the Mayor’s Association on 5/21/08 to make a presentation to them on this issue. Mr. Serafin noted that he had been in touch with SUNY Canton regarding space for the Public Hearing. Following discussion among those present it was determined that the Human Services Building would better meet the need for this meeting, given the parking being so close to the building. **The Public Hearing will be held on June 18, 2008 at 7 PM on the second floor of the Human Services Center Building, Route 310, Canton, NY.**

QUALITY ASSURANCE & CORPORATE COMPLIANCE PLAN: Mr. Serafin introduced JoAnn Pfeil, Quality Assurance/Corporate Compliance Coordinator for SLC Public Health. JoAnn distributed the following outlining her responsibilities and tasks as related to her job title of Quality Assurance Coordinator/Agency Compliance Officer.

She has responsibility for planning and overseeing a comprehensive quality assurance program to ensure compliance with federal, state and local mandated quality standards in Public Health. She performs a variety of compliance functions to assure the agency is prepared for audits, inspections and the New York State Department of Health (NYSDOH) surveys. These functions include staff development, in-service training, quality assurance, patient reviews, credentialing, and competency testing. She conducts and coordinates policy review and development, and implementation subject to standards of best practices.

Activities Planned:

- Develop a written Compliance Plan and Code of Conduct for all Public Health employees;
- Provide training to Public Health staff on compliance and quality assurance matters;
- Conduct internal reviews of current programs with a focus on quality improvement;
- Prepare reports for quality assurance and compliance meetings;
- Conduct quality assurance projects as they relate to program audits and survey readiness;
- Evaluates service provision to assure quality standards and develop criteria by which problem areas are identified;
Provide suggestions to management staff on ways of improving standards of practice as well as following up on corrective action;

Collaborate with Federal, State and local officials on quality assurance and compliance standards nationwide.

She reported that she has conducted internal mini reviews, one on one, to understand duties of staff; she noted that the clerical staff are the nuts and bolts of the programs. Suggestion boxes have been placed in the offices and advised the staff that they may email her or walk in and see her.

Ms. Cobb noted that this type of oversight would be helpful in Community Services and inquired if JoAnn thought this could overlap from Public Health to Community Services. Mr. Serafin noted that the Public Health Laws have specific specs that will differ from other agencies. However he felt it would be beneficial to have quality indicators for mental health. He noted that quality assurance is a process. Ms. Cobb invited JoAnn to attend a BOL meeting and do a presentation.

CQI REPORTS: (Continuous Quality Improvement) Laura Duval provided some CQI statistical data

- **Immunization Clinic Attendance for 2005-2007** – The chart shows continued increases in clinic participation. 643 have received the Gardasil vaccine. A large turn out for the Zostavax (shingles) immunization, even at a cost of $160 per person. There was a discussion on how demographics regarding ages, etc could be tracked and how quality assurance issues would be worked into the data collection process.

- **Elevated Patterns of Lead in Blood Levels – 2007** - The purpose of this study was to determine any patterns in children’s venous blood lead levels>10ug/ml by townships. This was done by listing by township blood levels >10ug/ml in 2007 and comparing any geographic patterns. Ms. Duval noted that the Ogdensburg area had 4 children with elevated levels. There were no other geographic clusters noted. She explained that the report findings were reported to the prevent staff and NYSDOH sanitarian. Monitoring elevated lead levels to determine any geographic patterns or clusters is continuing. There was discussion on follow up procedures, Ms. Duval explained the protocol is a 3 month check on level, 20 or over receives environmental assessment.

- **Staff Flu Vaccine Report** – Ms. Duval reported the purpose of a flu vaccination study was to determine the number of public health employees who received a flu vaccination during the 2007-08 flu season, to determine the effect of promotional activities on employee acceptance of flu vaccination. Posters were displayed in work areas. Staff was encouraged by administration and a committee of peers to accept flu immunization. Immunizations were made
readily accessible to staff as each office site and HHA staff meeting. The study showed 65 out of 97 employees (67%) were vaccinated against flu. It is recommended to continue to promote flu immunization to staff through education and having vaccinations easily accessible to staff.

UPDATES:

**Uninsured/Underinsured Grant:** Mr. Serafin reported that one half of the grant money has been received and one meeting held to begin implementation of this grant.

**Pathologist Contract:** Mr. Serafin reported that this is still in the works. Currently we pay based on a fee for service basis until a contract is executed.

**Scholarship Program** – Mr. Serafin reported that the Scholarship Review Committee will meet on June 3, 2008 to review all applications and select candidate’s names to present to the Board of Legislators at their July 7th meeting. Mr. Serafin noted that he had sent letters to Senator Aubertine and Assemblywoman Scozzafava requesting them to consider co-sponsoring a bill expanding the eligible professions under the scholarship program to include: pharmacist occupational therapists, dental hygienists, physical therapists, speech and language pathologists, social workers, nurse practitioners and physician assistants. He noted his disappointment in that he had not received responses from either representative. He suggested that perhaps the chairperson of this committee would author a letter to them. Dr. Gruda moved that the Chairperson of the Health Services Advisory Board send letters to both these government representatives on behalf of this board expressing the need for the current law education law to be expanded to cover other professions for funding under this scholarship program. Dr. Goldstein seconded the motion. The motion carried.

**CON STATUS:** Mr. Serafin reported that all documents have been sent to DOH. Our CON has been approved and it is hoped that our operating certificate with our current address will be received in the near future.

**PUBLIC HEARING:** Mr. Serafin reported that he made a presentation to the BOL at their April 7, 2008 meeting on the creation of a County Wide Health District. As a result the BOL passed Resolution No. 136-2008 authorizing him to hold a Public Hearing on the issue. Mr. Serafin pointed out the rational for this recommendation is that Under Section 340 of the Public Health Law, were the county to establish a county-wide health district, there would be one board consisting of seven members, 3 of whom would be physicians. If the City of Ogdensburg opted into a county-wide health district, the board would be increased by one member to 8. It would seem that one board of seven to eight members would be a lot more efficient than trying to coordinate multiple boards. Logic dictates that it would be much better to have a stream-lined decision making process in place, not only to anticipate emergencies and have the tough decisions made ahead of time but also to have the ability to make other crucial decisions in a timely matter.
Following a discussion it was the consensus of those present that the **Public Hearing** be held on **Wednesday, June 18, 2008 at 7 PM** in the Human Services Center, Canton.

**NEW DIRECTOR:** Mr. Serafin reported that he will be leaving in September of this year. Ms. Cobb reported that a search committee is established.

**NEXT MEETING:** It was the consensus that the members will meet at 6:30 PM prior to the Public Hearing on June 18, 2008.

Respectfully submitted,

Sherry Cryderman  
Recording Secretary