

ERIE COUNTY BOARD OF HEALTH (BOH)
FEBRUARY 24, 2014
5:00 P.M.
ERIE COUNTY DEPARTMENT OF HEALTH

PRESENT:

Richard A. Ortoski, D.O., Chair
Carla Picardo, M.D.

IN ATTENDANCE:

Karen Tobin
Rich Knecht
Charlotte Berringer
Nicole Bolash
Pamela Brunner
David Bruce, Times News

EXCUSED:

Carolynn Masters, Ph.D., Vice-Chair
Richard Dreyfus, M.D.
Reverend Nettie Smith

GUESTS:

Gannon University Nursing Students:
Maddi Bucicham
Jennalee Cogley

- I. **Call To Order:** Chairperson, Richard A. Ortoski, D.O., called the meeting to order at 5:03 p.m. Minutes from the October 28, 2013 BOH meeting were not approved due to a lack of quorum.
- II. **Public Comments:** Gannon University nursing students were present to observe the BOH meeting as a requirement of their course credits.
- III. **Director's Report:** Karen M. Tobin, REHS, Acting Director of the Erie County Department of Health (ECDH), discussed the following:
 - Three (3) Board of Health members have been reappointed to a four-year term by the County Executive and County Council: Richard A. Ortoski, D.O., Carolynn Masters, Ph.D., and Carla Picardo, M.D. Thank you for your continued service to the Board of Health.
 - A special meeting of the BOH was held on 2/18/14, via conference call; 4 BOH members were available for the conference call. Topics discussed included election of BOH officers: Richard A. Ortoski was re-elected to the position of Chairperson; Carolynn Masters, Ph.D., was re-elected to the position of Vice-Chairperson. Additionally, BOH members were asked to approve the County Executive's candidate for the position of Director of Public Health; approval was granted. PADOH approval is in process. The name of the candidate has not been released. County Council has been requested to perform a first and second reading of the proposed salary on Tuesday, Feb. 25, 2014.
 - Janet Vogt, Manager of Health Education & Promotion (HED) retired on February 14, 2014. Nicole Bolash is the Acting Manager of HED until the position is filled. The job description for the position was rewritten to include Health Dept. Accreditation duties. Co. Personnel approved the revisions; approval is pending from PADOH.
 - Richard Knecht, Manager of Public Health Preparedness is retiring on March 3, 2014. Valerie Bukowski will be the Acting Manager until the position is filled. Congratulations Rich!
The job description for the position is being rewritten; once finalized it will be sent to Co. Personnel and PADOH. Once both job descriptions are approved, postings on the Co. website should occur in March 2014.
 - Public Health Week 2014 is April 7-13, 2014. Theme information will be available on the ECDH website. A management-hosted breakfast will be provided for ECDH staff.
- IV. **Accreditation Status:** Nicole Bolash, Acting Manager of Health Education, presented an update on the Department's accreditation status. All Accreditation documents were uploaded into e-PHAB (Public Health Accreditation Board) website on December 13, 2013. A PHAB site visit will be scheduled on either June 18-19 or June 24-25. Once the date of the site visit is finalized, Board of Health members will be requested to be available for the site visitor surveyors. Organization for the site visit will also involve coordination of meetings between the surveyors and ECDH managers, county administration, and community partners.
The QI Team of ECDH recently redesigned the ECDH brochure. A copy was provided for review to those present.
- V. **Old Business:** None to report.
- VI. **New Business:** None to report.

VII. Board Updates

- Environmental Division Updates (ENV): Karen Tobin, Director of Environmental Services, presented updates on:
 - Presque Isle Advisory Committee (PAC): Recent meeting focused on opening the lighthouse to the public. Discussion to connect PISP to the eastside of Erie, either by expanding the current use of the ferry, a bridge or a tunnel.
 - Solid Waste Advisory Committee: Erie County's solid waste plan is renewed every 10 years. Collaboration between municipalities is focusing on recycling efforts and includes the Erie County Recycling Coordinator.
 - Tick and Lyme Disease Task Force: First meeting will be held in March 2014 and includes representatives from LECDOM, Mercyhurst University, Gannon University, Regional Science Consortium, and PISP. Goal is to review statistics of tick infestations and Lyme Disease in Erie County and on PISP and reduce the prevalence of ticks throughout the region. Dr. Keller, LECOM, will present his findings on Lyme Disease spirochetes in Erie County.
 - Penn State Behrend marketing students are working on a project to provide suggestions on how to reach all Erie County public regarding the services of ECDH.
 - ECDH provides presentations for Mercyhurst University and clinical hours for students from Gannon University. Nursing students from both colleges and other colleges and universities will also be provided clinical hours when staffing permits.
 - Gannon University has an established program to assist east-county residents with environmental issues; program details will be established for west-county residents. The first organizational meeting will be held in March 2014.
 - Environmental Fee Schedule was revised in December 2013 to include penalty fines of \$100-\$300 for non-payment of license fees for restaurants and inspection fees for sewage systems. The fines will be charged to the individual/company and set by a District Judge in addition to the inspection fee, and in some cases, repair fees.
- Community Health Services (CHS): Charlotte Berringer, Director of Community Health Services, discussed the following:
 - STD Clinic Transition to Adagio Health: Effective Jan 1, 2014, ECDH reduced the STD clinic to one time per week, down from three clinics per week, due to staffing limitations as a result of funding cuts from PADOH. The Pennsylvania Department of Health has a Preferred Provider Agreement with Adagio Health which has 2 clinic sites (Erie and Edinboro) and are available M-F, 8 a.m. - 4:30 p.m. to serve area residents.
 - A Disease Intervention Specialist (DIS) was hired in December 2013. The DIS will attend the CDC Partner Services Course training in March 2014.
 - Influenza cases have reached 643 as of Monday, February 24, 2014. This number is 200 fewer cases than this time last year. Largest targeted age group is persons 26-49 years of age, with hospitalization rates at 12% this season.
 - Staffing in CHS has resulted in the hire of 2 Public Health Nurses in addition to the DIS. A nurse was hired in the Nurse Family Partnership program; the second nurse was hired in the Communicable Disease program. One nurse position was not filled, as it was only funded by County Council until 6/30/14. The filling of a nurse position resulting from a retirement in December 2013 is being held open at this time due to orientation demands in CHS. Even with the reduction in nursing staff, a recent GI outbreak involving 80 people resulted in very efficient teamwork amongst staff in CHS, ENV and PHP.
- Health Promotion and Education (HED): Nicole Bolash, Acting Manger of Health Education, reported on grant status:
 - Two previously separate grants are being combined into one grant per requirements from PADOH. The Injury Prevention Grant (IP) and the Safe & Healthy Communities Grant (SHC) will now be one grant with two separate budgets. Public Health Educators are writing the narrative for this competitive grant. Grant deadline has been extended to March 7th.
 - A GIS grant award was received on February 24th. This competitive CDC grant was written by staff in the SHC grant and EPI/PHP. The grant award is only 1 of 4 in all of PA. There is not a monetary award, instead the grant will provide training on GIS mapping of chronic disease. Grant reviewers commented on the excellent grant narrative provided by staff. Training will being in summer 2014 and will be provided by the Ohio Health Department.

VIII. Other Business: BOH members suggested sending a letter of recognition to Janet Vogt for her years of service. A letter will be drafted by ECDH and reviewed by Dr. Ortoski. The finalized letter will be available for signature by the BOH at the April 28th meeting.

Additionally, Dr. Ortoski thanked Karen Tobin for her professionalism during the absence of a Director of Public Health and commented on the excellent job that she has been performing as the Acting Director. Dr. Picardo seconded the approval of Karen’s job performance. Dr. Ortoski also thanked Health Dept. management staff for their efforts during the recent managerial vacancies.

IX. Adjournment:

- The meeting was adjourned at 5:37 p.m., on a motion by Carla Picardo, M.D., and seconded by Richard A. Ortoski, D.O.

Respectfully submitted,
Pamela K. Brunner, Recording Secretary

The next Health Board meeting is scheduled for:

MONDAY, APRIL 28, 2014 at 5:00 p.m.
At the Erie County Dept. of Health, 2nd Floor Conference Room