

ERIE COUNTY BOARD OF HEALTH (BOH)
Monday, October 23, 2017
5:00 P.M.
ERIE COUNTY DEPARTMENT OF HEALTH

PRESENT:

Richard A. Ortoski, DO., Chair
Carolynn Masters, Ph.D., Vice-Chair
Carla Picardo, M.D., MPH
Joy E. Taylor, Esq., MPH

IN ATTENDANCE:

Melissa Lyon
Charlotte Berringer
Nicole Bolash
Karen Tobin

R. Anthony Snow, MD
Pamela Brunner

EXCUSED:

Bishop Clifton McNair, III

- I. **Call to Order:** Chairperson, Richard A. Ortoski, DO, called the meeting to order at 5:00 PM.
- I. **Public Comments:** None to report.
- II. **Presentations:**
 - Board requests for future meetings
 - Meeting time will remain at 5 PM.
- IV. **Approval of Minutes:**
 - Meeting minutes from July 24, 2017 were approved on a motion from Carla Picardo, MD, and seconded by Joy Taylor, Esq. Carolynn Masters, PhD abstained. Accepted by majority vote; all in favor.
- V. **Director's Report:**
 - Budget Report:
 - Melissa Lyon presented an overview of the proposed 2018 Health Department budget. The "Department Request" budget is discussed with County Administration and County Council.
 - Budgets are designed to reflect grant revenues, proposed PA Dept. of Health Act 315 funding, and county funding.
 - Act 315 funding – a slight increase from PA DOH is probable. This funding stream could increase significantly if expanding County general funds was allowed, as the PADOH would provide matched funding to off-set County expenditures.
 - Grants –*Great Lakes Restorative Grant* funding acquired to support staff and programming needs for small-flow septic systems inspections through 2019.
Immunization Grant has received a reduction in funding from the PADOH; additional County funds requested to support staff wages and fringes; programming funding reduced significantly (\$84,000), but will not affect immunization clinics.
 - Overall increase of County funds in the Community Health Services budget is less than 1 percent, while internal staff restructuring has resulted in a 25% increase in clinic services for the public.
 - R. Anthony Snow, M.D., has been subcontracted as the STD clinician, allowing 3 nursing staff to assist with these clinics.
 - Donations –reflects one-time grant funds from community partners and the dental health grant.
 - County Administration Budget Review Meeting: Modifications by County Administration included the elimination of the Chief Health Strategist/Grant Writer position. This position will be proposed again in early 2018.
 - County Council's Budget Meeting with Department Directors: No County Council Members were present during the specified date/time that Melissa Lyon was requested to present the ECDH budget before County Council.
Questions regarding the budget were asked by Council CPA, Joseph Maloney. The overall County share will increase by 11%, or \$141,000, mainly due to the loss of immunization funding, which results in approx. \$100,000 of this share; additional information regarding the immunization

share will be forwarded to CPA Maloney, as requested. Admin fees related to insurance billing will be used to help offset some of these additional County costs.

Councilman Jay Brenneman was able to attend the meeting towards the conclusion of Melissa Lyon's budget presentation; he was asked if he would advocate for the ECDH budget as proposed.

➤ Blue Zones Site Visit occurring 11/28 – 11/30/2017:

- Funding for the Blue Zones Site Visit has been provided by LECOM Health System (\$10,000) and Erie Community Foundation grants: Erie Healthcare Collaborative (\$20,000), and Helping Today (\$10,000), totaling \$40,000 for this 3 day event.
- Blue Zones project is designed to incorporate various community health/wellness programs together to establish a "healthy community".
- A "champion" or "champion organizations" are needed to fund and sponsor a community-wide, health-oriented program of this degree, to provide leadership, collaboration efforts, and measurable health outcomes.
- Weekly planning meetings and conference calls began in mid-October.
 - Health Dept. staff have been involved in these meetings along with other community advocates.
- Blasco Library and County Planning offices have been secured for all Blue Zones Site Visit meetings.
- Board of Health members are requested to be available for discussion with the Blue Zones Site Visit team.
- LECOM has been asked to either host a breakfast or dinner during the Site Visit.
- Maritime Museum will host the Wine at 5 community leadership social.
- Blue Zones team members will return to Erie in Jan 2018 to present their findings during the Site Visit and announce if Erie is ready for a Blue Zones community-based project.
 - Potential funders and commitment is needed prior to the Jan 2018 presentation.
 - If there is no commitment, Blue Zones is done, and the Blue Zones Site Visit report can be used by local leaders to decide how to improve the health of the community.
- Erie County Department of Health is not the lead agency for the Erie Blue Zones project and will not be the agency to oversee or "champion" the Blue Zones project for Erie.

VI. **Old Business:**

➤ Board of Health Retreat

- Priorities developed at the Retreat were discussed:
 - Priority 1 – obtained by ECDH presentations to community agencies, ECDH Director's Award. Board of Health members could attend ECDH staff meetings, if they choose.
 - Priority 2 – Melissa Lyon will contact Donna Green, Gannon University, to discuss assistance with grant writing to obtain funding for ECDH or a grant-writer position. Future presentation to Board of Health regarding outcomes.
 - Priority 3 – obtained by developing Board of Health member business cards. Melissa will provide the Board members will a monthly email regarding the developments/happenings at ECDH.
- Public Health Champion Award
 - Concept is to show appreciation and provide value to public health related interactions/events within the community or completed by individuals, businesses, etc. Such an award was developed by the Licking County Board of Health; their award criteria will be sought and adapted for the Erie County Board of Health. A motion was made to pursue and develop the award criteria for use by the Erie County Board of Health on a motion byCarolynn Masters, PhD, and seconded by Carla Picardo, MD. All in favor. Melissa Lyon will contact Licking County Health Department.
- BOH/Director's Award
 - 2018 Director's Award recipients may receive a redeemable gift card to the Court House café; research is underway.
- Topic Open For Discussion
 - No other business discussed.

VII. **New Business:**

- NALBOH 2018 Conference
 - **Save the DATE for the NALBOH 2018 Conference**
August 8-10, 2018
Marriot Raleigh Crabtree Valley
www.raleighmarriott.com
 - Funds are available in the 2018 Health Department budget for a Board member to attend the annual NALBOH conference. Any interested Board member is asked to contact Melissa.
- Board of Health Meeting Schedule for 2018
 - Dates and Times
 - On a motion fromCarolynn Masters, PhD, and seconded by Carla Picardo, MD, the following dates were elected for the 2018 Erie County Board of Health meetings, which will be held the fourth Monday of the month, on the dates listed below, 5:00 PM, at the Erie County Department of Health, Second Floor Conference Room.
 - February 26, 2018
 - April 23, 2018
 - July 23, 2018
 - October 22, 2018

VIII. **Board Updates:**

- Division Reports – Formal Written Reports Provided in Advance of Board Meeting
 - Annual PHAB (Public Health Accreditation Board) report was provided to the Board members. The report describes all updates in performance management, quality improvement, and internal and external partnership interactions. PHAB responded positively about the progress the ECDH has achieved related to accreditation. The next phase of accreditation tracking and reporting is the incorporation of the VMSG program (Vision, Mission, Services & Goals) at ECDH. VMSG was developed for accreditation performance and reporting tracking, incorporating the Strategic Plan, and is being used in other accredited health departments. ECDH hired a consultant to assist with the rollout and implementation processes.
 - Influenza – there are no reported cases of flu at this time from hospital emergency rooms or PA electronics disease reporting. Doctors' offices do not consistently report cases of flu to the health department. The labs do the huge majority of reporting.
 - Click Start Your Heart is a program funded by the PA Dept. of Health to encourage individuals to walk for exercise. Utilizing existing walking/bike paths in Erie County, individuals can register for the Click Start program on-line, receive a key fob to record walking on local trails, and be entered to win prizes. There are over 900 registrants to date. Exclusion from winning prizes are ECDH staff only. Click Start Your Heart and register to begin walking for fitness: www.clickstartyourheart.com

IX. **Adjournment:**

- The meeting was adjourned at 6:32 p.m., on a motion by, Carolynn Masters, PhD, and seconded by Richard Ortoski, DO. All in favor.

Respectfully submitted,
Pamela K. Brunner, Recording Secretary

The next Health Board meeting is scheduled for MONDAY, FEBRUARY 26, 2018 AT 5:00 P.M.