

**Ulster County Board of Health
December 12, 2011**

Members PRESENT: Joan Authenrieth, RN, Vice Chairman
Marc Tack DO, Chairman
Thomas Stellato, MD, Board Member

UCDOH PRESENT: LaMar Hasbrouck, MD, MPH, Public Health Director
Erica Gifford, PE, Environmental Health Services Director
Nereida Veytia, Patient Services Director
Eleanor Troy, SPHN, Preparedness Unit
Douglas Heller, MD, Medical Examiner
Vincent Martello, Director of Community Health Relations

GUESTS: Cheryl Qamar, UC Department of Mental Health Deputy Commissioner
Lee Cane, Mid-Hudson League of Women Voters

ABSENT: Dominique Delma, MD, Secretary
Ivan Godfrey, PhD, LCSW, Board Member

EXCUSED: Mary Ann Hildebrandt, Board Member

I. Approval of Minutes: Approval of the November minutes was tabled until the January meeting as there was no quorum.

II. Old Business:

- **Ulster County Sanitary Code:** The vote for approval of the code was scheduled for this meeting, however, this could not happen due to a lack of a quorum. Dr. Tack requested the vote be conducted via email. Dr. Hasbrouck's office will coordinate and report back at the January meeting with the results.
- **Accessing Mental Health Services:** Dr. Tack extended a thank you to Cheryl Qamar for this presentation made to local physicians on November 30th. Those in attendance found the information to be very helpful in understanding mental health services and the referral process to these services.

III. Agency Reports:

a. Director's Update:

- **Director's Update Newsletter:** The Director's Update was distributed and reviewed (see attached). Dr. Hasbrouck informed the Board that beginning 2012, these updates will be distributed on a quarterly basis and will include a section for Mental Health updates.
- **UCDOH/DMH Co-Location Update:** Dr. Hasbrouck reviewed the tentative timeline for the re-location of DOH to the MH site. This move is scheduled to begin March of 2012. Currently, both departments are doing spatial planning and conducting walk-thrus to address any issues prior to the move. UCDOH received feedback from NYSDOH regarding the collaboration plan. Dr. Hasbrouck is working with the state to address any recommendations/concerns they may have. Board of Health meetings will be held at the Mental Health facility once the co-location is complete, beginning in April most likely.

- **Healthy Ulster County Network:** Mr. Martello presented the newly created website (www.healthyulstercounty.net) This site has been designed to bring all of the county's health resources together into one site for easy community access. Funding to create this site was done so through the Creating Healthy Places to Live, Work and Play grant (see attached.)

b. Medical Examiner: In November, there were (16) calls received. Of them, there were (4) site visits, (2) suicides, and (10) autopsies.

c. Patient Services:

- **Preparedness Plan:** Ms. Troy gave an overview of the Ulster County Health Emergency Preparedness and Response Plan (see attached.) A discussion took place regarding delegation of authority and communication when activating the Response Plan. County-wide, as well as, DOH internal planning and drills are ongoing in efforts to fine-tune the county's emergency plan and make response as efficient and effective as possible.
- **LHCSA License:** Ms. Veytia distributed an overview of the LHCSA policy and procedure manual which was reviewed and approved by NYSDOH. The next step is to participate in a pre-survey conference with the state on December 19th. The on-site survey is expected to take place 10-14 days following the pre-survey.

d. Environmental Health:

Ms. Gifford reported on the following:

- **Enforcement Overview:** A summary sheet was distributed to the Board, outlining the informal and formal hearing activities of the department (see attached.)
- **Food Service:** An overview of food service permitting was presented to the Board, outlining the permitting process, number of facilities permitted, and inspection criteria (see attached.)

Next Meeting: The next meeting is scheduled for January 9, 2012.

Adjournment: A motion was not made to adjourn the meeting as there was no quorum.

Respectfully submitted by:

Katrina Kouhout
Secretary to the Public Health Director
On behalf of UC Board of Health