



Cortland County Board of Health  
 County Office Building  
 60 Central Avenue  
 Cortland, New York 13045  
<http://cchd.cortland-co.org>

**~ Final Approved Minutes~**

Tuesday, May 19, 2020

4:00 p.m.

Conference Call

**ROLL CALL**

<b>Attendee Name</b>	<b>Present</b>	<b>Absent</b>
Marie Walsh - President	X	
Bonni Hodges Ph.D. – Vice-President		X
Stuart Douglas, DDS		X
Cindy Johnson, MD	X	
Ngozi Mezu-Patel, MD	X	
Nicole Villapiano, MD	X	
Mary Wright, RN	X	
Cathy Bischoff, Legislator Member	X	

**Others in Attendance**

Lisa Perfetti, Director Community Health Services; Mike Ryan, Director Environmental Health; ReBecca Smith, Public Health Programs Manager; Nicole Anjeski, Public Health Programs Manager; Cheryl Mrozowski, Secretary

**MINUTES**

Approve Minutes of April 21, 2020

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dr. Villapiano
SECONDER:	Ms. Bischoff

**VERBAL SUMMARY REPORTS May 2020**

**Health Education**

ReBecca Smith reviewed highlights of the report:

- Narcan training is ready to happen via Zoom.
- Traffic Safety Board meeting has extended grant submission to 6/1.
- Car seat training is via demo seat and consumers are cooperative with required gloves and masks. Working with hospital for there to be an infant carrier tech in the maternity ward.
- HNP-visits on hold. State is looking at what they will be like moving forward. HNP staff is monitoring the COVID hotline.

Approve **May 2020** Health Education Report

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ms. Bischoff
SECONDER:	Dr. Mezu-Patel

**Environmental Health**

Mike Ryan reviewed highlights of the report:

- Guidance in programs is changing rapidly with reopening.
- Forrest Lake Campground does not have a chlorination facility in place.
  - Motion was made to grant approval to extend waiver until chlorine facility can be built with committed dates. Must be in by 3/31/2021 if the campground does not comply they will face sanctions.

Approved: Unanimous; Mover: Dr. Mezu-Patel; Seconder: Ms. Bishcoff.

Approve **May 2020** Environmental Health report and approval of **April 2020** penalties

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ms. Bischoff
SECONDER:	Dr. Johnson

**Nursing**

Lisa Perfetti reviewed highlights of the Nursing report:

- Nurses are working from home. They continue with investigations of all COVID-19 cases, the contact tracing and the twice daily contact of each individual who is isolated and quarantined. New Software called Commcare for statewide data collection related to all cases and contacts will be starting end of this week. Nurses responsible for all cases; may use state hired contact tracers to perform the contact follow-up.
- Nurses have been able continue timely follow-up with other CD's.
- Continue to review electronic syndromic surveillance to look for trends. Over 40 cases of COVID-19 have been detected in the County.
- Staff have worked continuously since mid-March including weekends.
- Immunization clinic is open for PPDs for community agencies.

Approve **May 2020** Nursing report.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ms. Bischoff
SECONDER:	Dr. Mezu-Patel

**Children with Special Needs Program**

Lisa Perfetti reviewed highlights of the report:

- All staff are working remotely; therapies are successfully being completed via telehealth; families and staff are adjusting nicely and many families have reported they are thankful for our willingness to find new ways to ensure the child's needs are being met.
- The 2 CSN support staff are furloughed; staff are finding new ways of using technology for administrative tasks, streamlining processes and improving efficiencies.
- PreK coordinator successfully attends CPSE meetings via zoom or some other mechanism. Referrals continue to come in and service coordinators are able to bring on board using the technology available to us.

Approve **May 2020** Children with Special Needs report.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ms. Bischoff
SECONDER:	Dr. Mezu-Patel

### **Jacobus Center for Reproductive Health**

Lisa Perfetti reviewed highlights of the report:

- Visits and revenue down but significantly less personnel costs due to a RN leaving in February, Supervisor of Program retired in March and longtime Clinic Aid retired at the end of April-others working hard to cover her duties. We are not able to hire at this time; but will work with County toward that goal. Currently our Family Planning Health Educator is cross-training to learn some of the tasks previously completed by the clinic aide.
- Successfully using telehealth for visits. NP reviews appointments to determine if appropriate for telehealth or if an in person appointment is necessary. Visits have been on Tuesdays and Thursdays and are now opening on Mondays. Our NP is part-time so unable to open 5 days per week.
- STD's continually monitored with appropriate follow-up. There have been 9 Chlamydia, 5 Gonorrhea, and zero Syphilis case this month.
- Both the RN and the NP have supported the Nursing Clinic team with the case investigations and contact tracing (even on weekends)
- The Family Planning Grant has been extended for the period of 7/1/2020-6/30/2021.

Approve **May 2020** JCRH report

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Ms. Bischoff
SECONDER:	Dr. Mezu-Patel

### **Administration**

Lisa Perfetti and Nicole Anjeski reviewed the highlights of the report:

- We received a Care Compass Network grant for about \$27,000 to support improved technology at JCRH and CSN for the ongoing needs of software, equipment and other costs associated with the change from in-person visits to telehealth. We are working with IT to ensure we are obtaining the equipment and programs we need for ongoing success.
- Cathy's last day is May 22, 2020. We will miss her wisdom and guidance and wish her all the best in her well-deserved retirement.
- Lisa Perfetti was named Interim Public Health Director by the Cortland County Legislature until August 23, 2020 unless a permanent hire is made before then.
- Staff have been completing mandatory trainings while working from home.
- Annual report will be sent to the Board next month.

Approve **May 2020** Administration report.

RESULT:	APPROVED [UNANIMOUS]
MOVER:	Dr. Villapiano
SECONDER:	Dr. Johnson

**OLD BUSINESS**  
**NEW BUSINESS**  
**ADJOURNMENT**

The meeting was adjourned at 4:40 p.m. by President Marie Walsh.

The next regular meeting of the Board of Health is scheduled to be held Tuesday, June 16, 2020 at 4:00 p.m. as a conference call meeting.

Cortland County Board of Health Final Approved Minutes May 19, 2020. Respectfully, submitted by Cheryl Mrozowski, Secretary Board of Health.

Approved: June 16, 2020  
Mailed: June 17, 2020