

Public Health Committee Minutes  
October 7, 2013 – 4:00 p.m.

Present: Chairman Kinowski; Supervisors Raymond, Sausville, Veitch, Wood, and Grattidge; Ryan Moore, Mgmt. Analyst; Hans Lehr, Mental Health; Diane Brown, Maplewood Manor; Karen Levison, Public Health.

Chairman Kinowski called the meeting to order and welcomed all in attendance.

**On a motion made by Mr. Wood, seconded by Mr. Veitch the minutes of the September 9, 2013 meeting were approved unanimously.**

Ms. Levison presented the five year renewal for the Immunization Action Plan Grant to cover the years 2013 through 2018 for a total of \$109,804/per year.

**A motion was made by Ms. Raymond, seconded by Mr. Sausville to approve a five year Immunization Action Plan Grant in the amount of \$109,804/per year for the years 2013 through 2018. Unanimous.**

Ms. Levison presented the Personnel Policy for Staff and Contracted Employees which is a policy that has to be approved by the Board of Supervisors. Everyone who runs an article 28 or an article 36 has to have a new policy about flu immunizations for healthcare workers. Ms. Levison said she has added some information to the existing policy to include the following changes.

- The current years seasonal influence vaccination is required by November 1<sup>st</sup> of that year.
- Saratoga County Public Health is subject to NY State regulations and operates as both an article 28 and article 36
- Subject to the NY State Department of Health article 28 and article 36 are dependent on their current work assignment

Ms. Levison said Public Health is an article 28 and article 36 and depending on what a person does depends on whether or not they have to have all the vaccinations.

Ms. Levison said there was a Medical Secretary previously, and she has decided to change the title of the position to Assistant to the Public Health Director.

Ms. Levison said the original flu season was from September to April. The State has now declared that the seasonal flu vaccination season is November to March.

Ms. Levison said the procedure states that if you don't get the vaccine a mask will be worn whenever an individual is in contact with any patients or if you are a receptionist and have the potential to be in contact with patients. She said there are currently only a couple of people in the Public Health Office that will be affected by this procedure.

**A motion was made by Mr. Wood, seconded by Mr. Sausville to approve the changes to the Personnel Policy for Staff and Contracted Employees in the Public Health Department. Unanimous.**

Mr. Kinowski announced that the Ribbon Cutting Ceremony for the Maplewood Manor Awning will be held on October 22nd at 2:15 p.m. in the Maplewood Manor lobby. He requested that the Clerk of the Board forward a reminder to all Supervisors.

**On a motion made by Mr. Sausville, seconded by Mr. Wood the meeting was adjourned unanimously.**

Respectfully submitted,  
Chris Sansom