

# LAWRENCE TOWNSHIP HEALTH ADVISORY BOARD

## MINUTES

September 19, 2012

6:00 P.M.

Engineering Conference Room

- Present:** Maureen Adams, Mary Baird, Leo Brummel, Darlene Hanley, Dr. Kevin McGuigan, Dr. Liang Schweizer, Carol Chamberlain, Health Officer
- Absent:** Dr. Anthony Brickman, James Kownacki, Mayor, Council Liaison
- Agenda:** The agenda was reviewed. Maureen Adams made a motion to approve the agenda. Darlene Hanley seconded the motion. The agenda was approved.
- Minutes:** The minutes of the May 16, 2012 meeting were reviewed. Leo Brummel made a motion to approve the minutes. The motion was seconded by Darlene Hanley. The minutes were approved.

### OLD BUSINESS:

#### A. Mercer County Needs Assessment

Darlene Hanley provided an update on the progress of the community needs assessment being conducted by the Mercer County Public Health Partnership. The results of the needs assessment were presented to the community on July 18, 2012 at Educational Testing Service. Currently there is a two-day retreat being conducted by the Partnership to begin to develop the Community Health Improvement Plan (CHIP). The first step was to determine four priority goals for the CHIP. The priority areas are 1) Mental Health/Substance Abuse, 2) Healthy Lifestyle, 3) Chronic Disease and 4) Transportation. It is expected the CHIP will be implemented over the next 3-5 years. Darlene Hanley stated it is anticipated the four participating acute care facilities, the public health departments and other participating community groups will continue to work together to implement the CHIP.

#### B. Health Department Activities

Carol Chamberlain provided information about upcoming health department activities. There will be a rabies clinic on Saturday, September 29, 2012 from 1:00 p.m. – 2:30 p.m. at the Armory on Eggert Crossing Road. Community Day will be Sunday, October 7, 2012 from 12:30 p.m. – 4:00 p.m. at Village Park. There are flu clinics scheduled for three dates in October. The first two clinics are for senior residents and residents with chronic illness. There will again be a \$15.00 fee for residents who are not at least sixty years of age or who do not have a prescription.

#### C. New Jersey State Health Department Performance Evaluation

Copies of the final report for the performance evaluation were distributed to the board. Carol Chamberlain explained the two corrective action items noted in the initial evaluation report were addressed. One item was the need for the health officer to provide documentation that a workforce assessment was conducted. The health officer conducted two workforce assessments and submitted them to the evaluators within a few days of the evaluation. The second item was the need to provide documentation the health department staff has reviewed and understands the Emergency Operations Plan for Lawrence Township. After the audit, each health department staff member involved in emergency response was asked to review the annexes of the plan to

which the health department responds. After completion of the review, the staff was asked to sign documentation stating they reviewed and understood the plan. This documentation was forwarded to the evaluators.

Upon submission of the requested information, a satisfactory rating was issued for all assessed standards.

#### D. New Jersey Local Boards of Health Association

Carol Chamberlain stated one of the comments noted during the performance evaluation was the participation of board members and the opportunity for training for board members. As a result, the Lawrence Township Health Advisory Board has joined the New Jersey Local Boards of Health Association (NJLBHA). Membership cards were distributed to the board members. A copy of the welcome letter was shared with the board members. Carol Chamberlain said to find out additional information about the NJLBHA, a website is available.

### **NEW BUSINESS:**

#### A. Health Department Staffing

The reduction in nursing staff was reviewed by Carol Chamberlain. Due to the budget issues, the public health nursing staff was reduced in half. For the past twenty-three years there have been two nurses each working twenty hours per week. One nurse has been laid-off; therefore there is now only one nurse twenty hours per week. This reduction in hours has created the following reduction in nursing services

- The Safe Sitter program has been eliminated.
- Residents requesting testing for tuberculosis are now referred to the Mercer County Tuberculosis Clinic.
- There are now a minimum of fifteen hours each week there is no nurse in the office for coverage.
- A per diem nurse is needed to assist with Child Health Conferences and flu clinics.
- Medicare reimbursement for flu shots can no longer be conducted by the nursing staff due to limited hours.
- Annual bloodborne pathogen training for all at-risk township employees and volunteers can no longer be conducted by the nursing staff due to limited hours.
- There will no longer be office coverage when the nurse uses personal, sick or vacation time.
- The nurse will no longer be able to conduct screenings for tuberculosis. Individuals will be directed to their primary care physician or through the Mercer County Tuberculosis Clinic.
- The biggest concern is the lack of help for emergency response as well as emergency management planning. The nurses played a significant role in operation of the temporary shelter during Hurricane Irene. With the loss of the nursing position, there is only one nurse to assist in both planning and response. The loss of a nurse to assist in emergency preparedness activities will be a challenge for the health department.

#### Other Business

No other business was addressed.

### **NEXT MEETING:**

The next meeting is scheduled for December 12, 2012 at 6:00 p.m.

**ADJOURNMENT:**

There being no further business, the meeting was adjourned at 6:50 p.m.

Respectfully submitted,

Carol Chamberlain  
Health Officer