



Delaware County Board of Health

Meeting Minutes

MEETING DATE: July 1, 2021

MEETING LOCATION: Delaware County Council Meeting Room

BEGINNING TIME: 6:00 p.m.

Participants:

Rosemarie Halt, Chair, Board of Health

Lily Higgins, MD, Vice Chair, Board of Health

Patrick Brennan, MD, member, Board of Health

Oni Richards, member, Board of Health

Grace Gorenflo, consultant to Delaware County (serving as interim secretary to the Board of Health)

I. Call to Order

There being a duly convened quorum, Chair Halt called the meeting to order at 6:04 p.m.

II. Public Comment on Agenda Items

There were no public comments.

III. Approval of Minutes

Vice Chair Higgins made a motion to approve the minutes from the June 3 meeting, seconded by Dr. Brennan. Motion passed unanimously.

IV. Ratify actions taken at the last board meeting

Dr. Brennan made a motion to ratify the actions at the June 3 meeting to elect Ms. Halt as chair of the Board of Health and Dr. Higgins as vice chair, and to appoint Grace Gorenflo as the interim secretary. The motion was seconded by Ms. Richards. Motion passed unanimously.

V. Approve bylaws

Vice Chair Higgins made a motion to approve the bylaws as presented (see attachment), seconded by Dr. Brennan. Motion passed unanimously.

VI. Board Updates

County Executive Howard Lazarus provided an update on the health department and the process for selecting the county health director. The Board of Health will virtually interview six to eight candidates that have been vetted by the recruiting firm and hold in-person interviews with two to three finalists. It is anticipated that the new director will be selected early- to mid-August.

Ms. Gorenflo provided an update on the application to the state health department for Act 315 funds. She noted that five “think tanks” have been held to date on the topics of health equity, immigrant health, maternal and child health, communicable disease, and chronic disease. Common themes across all think tanks include the following:

- the importance of ensuring programs and services are designed to reflect cultural competence and racial justice;
- the need to develop trust with the community at the very outset;
- connection to services/case management as a critical role for the health department; and
- setting long-term goals for all grants to ensure that the programs and services they supported are sustained over time.

Input from think tanks will be reflected in the Act 315 application. Board members requested that additional outreach be conducted to enhance inclusivity in the think tanks.

An application outline has been developed and will be drafted with ongoing guidance from the state health department, with an anticipated submission date of November 2021.

Ms. Gorenflo described work to date and future plans for the transition of environmental health inspections from the municipalities to the county health department (see attached slides). Board members emphasized the importance of ongoing communications with municipalities and residents about the transition and the positive implications of this change.

VII. New Business

A. Approval of health department organizational chart

Dr. Brennan made a motion to approve the organizational chart as presented (see attached chart), seconded by Ms. Richards. Motion passed unanimously.

B. Board of Health meeting schedule

Chair Halt noted that the meeting schedule can be found on the Board of Health webpage. Although the board is required to meet on a quarterly basis, it will meet monthly through December 2021 to accommodate the unique situation of establishing the health department. Once the health department is launched the meeting schedule for 2022 will be determined. Meetings are held the first Thursday of the month at 6:00 p.m. and the next meeting date is August 5.

C. Public Comment

There was no public comment.

D. Adjournment

There being no additional business, Chair Halt requested a motion to adjourn. The motion was made by Vice Chair Higgins and seconded by Oni Richards. The motion passed unanimously and the meeting was adjourned at 6:55 p.m.

Next meeting: August 5, 2021

Respectfully submitted,

Grace Gorenflo, Interim Secretary