

TOWN OF ISLESBORO
HEALTH CENTER ADVISORY BOARD

Regular Meeting - January 21, 2016, 3:30 PM, Town Office Meeting Room

Members present: Linda Gillies, Michael Kerr (chair), Myra Rolerson, David Runnion-Bareford, Brenda Thomas

Members absent: Sharon Ashley, Charlotte Mitchell, Derreth Roberts

Others present: Dorie Henning, Rhonda Shand, Dr. Steele

Janet Anderson and Allie Wood, PA-C were unable to attend.

Mike Kerr called the meeting to order at 3:40 pm. A quorum was established.

Upon MOTION made and seconded, the minutes for the annual meeting of November 19, 2015 were approved as written.

Health Fair. David Runnion-Bareford said that the April 23rd date had not yet been confirmed. However, Chloe Joule and Alex Hodges are engaged and organized and have good ideas for expanding the original "Whole Family" concept. They have suggested including topics such as food production and soil/water issues on the island. David said that he would be back in touch with the HCAB soon.

Administrator's Report. In Janet Anderson's absence, Dorie Henning combined the IHC Administrator's Report and the IHC Director's report:

- *IHC renovations.* The work underwritten by funds given to the IHC in memory of Michael Stevens is coming along well. Peggy Pike's office is complete. After the reconfiguration of spaces adjacent to the Public Safety Office is finished, painting will begin. The last step will be the re-ordering of the back exam room.
- *Columbia tick-borne disease study.* Rhonda Shand has billed the Lyme & Tick-borne Diseases Research Center for Islesboro's participation; no funds have yet been received. It is expected that the IHC will be participate again during the 2016 "tick season." In an effort to reduce the IHC's extensive time commitment, the Center is working on simplifying the questionnaire.
- *Policies.* The IHC has re-done two policies, the Policy for Non-Staff Physician Use of Islesboro Health Center and the Medical Records Policy, previously circulated. The revised Medical Records Policy, which includes a template for dictating patient notes, is designed to make patient-related paperwork more efficient, up-to-date, and accessible. Linda Gillies made the following:

MOTION: The Health Center Advisory Board approves the revised Policy for Non-Staff Physician Use of Islesboro Health Center.

The motion was seconded and approved unanimously. Myra Rolerson made the following:

MOTION: The Health Center Advisory Board approves the revised Medical Records Policy.

The motion was seconded and approved unanimously.

- *Sliding Fee Scale.* Dorie distributed information about the IHC's sliding fee scale for 2016.

HCAB members: Comments/Reports/Concerns/Questions

- *HCAB vacancy.* Myra noted that Sharon Ashley, formerly an alternate member of the HCAB, had taken Maura Michael's place on the board and asked if Sharon's position would be filled. David suggested that a person under the age of 40 should be nominated and proposed Chloe Joull, who has moved to the island recently and works at IIT. There was agreement that Janet should submit the nomination to the Selectmen for consideration.

Lyme Disease Update. Linda circulated the IHC's tick-borne disease report for 2015. She pointed out that there were 42 confirmed cases of Lyme disease during the year, up from 24 cases in 2014, not as high as the 53 cases in 2013. There were 2 cases of anaplasmosis, a tick-borne disease that is on the rise in Maine. Of note is that of the 142 patients who were treated for tick bites at the Health Center in 2015, 94 were 50 years of age or older.

Next HCAB meeting. The next meeting is scheduled for Thursday, March 17. Brenda Thomas pointed out that she, Sharon, and Myra will be away at the time of the next HCAB meeting. Linda said that she would check with other members to make sure there will be a quorum.

Upon MOTION made and seconded, the meeting adjourned at 4:00 pm.

Respectfully submitted,

Linda Gillies, Secretary

Follow-up:

- David to be in touch with HCAB members about the Health Fair.
- Linda to verify that there will be a quorum at the March 17th meeting.

Approved 3/17/16