

Islesboro Health Center Advisory Board Meeting

Regular Meeting

November 15, 2018 @ 3:00 pm

Town Office Meeting Room

Minutes

Voting Members Present: Vice Chair Jennifer West, Linda Gillies, Myra Rolerson, Maegan Randlett, Chloe Joule

Voting Members Absent: Mike Kerr, Sharon Ashley, and Derreth Roberts

Other Members Present: Dorie Henning - Health Center Director, Linda Wentworth, FNP-C

1. **Call the Meeting to Order.**

Vice Chair Jennifer West called the meeting to order at 3:07 PM. A quorum of the Board is four voting members and at the start of this meeting there were only three voting members, so no motions were made until approximately 3:30 PM when voting members Myra Rolerson and Chloe Joule joined Jennifer West, Linda Gillies and Maegan Randlett to make a quorum.

2. **Approval of the minutes of HCAB meeting September 27, 2018**

MOTION BY L. GILLIES, seconded by M. Rolerson, to approve the minutes of September 27, 2018 as written. Motion passed 5-0.

3. **Health Center Director Report:**

Dorie Henning, FNP-C, discussed and reviewed the following:

- Surprise DHHS audit took place on September 17, 2018. The Health Center was found to be in compliance with no noted deficiencies.
- The necessity of implementing an electronic prescribing program as it is now mandated that narcotics are prescribed electronically. The Health Center has a waiver for now but this system has to be implemented by the summer of 2019.
- An emergency drill was undertaken yesterday, November 14, 2018, as this is a new requirement of the DHHS audit. Dorie explained that the scenario was a fake bomb placed inside the doorway of the Town Office Building. The panic buttons were tested and emergency bags were made readily identifiable by non-medical personnel.
- Back-up employee, per diem, for Mary/Peggy/Rhonda will be posted. Janet Anderson will work on drafting a job description.
- The Health Center would like to look into adding additional space for telemedicine/triage nurse.
- Health Talks in place of a Health Fair have already started with the help of Madeline Bruno and will continue throughout the winter.
- Dorie discussed steps to eliminate burnout amongst personnel, both medical as well as support staff. With the increased demand that comes with summer time, it is important to be aware of this issue and to plan accordingly with back-up providers/personnel.
- MSFS rule regarding shutting off the ambulance while on the ferry. Dorie said this is a Coast

Guard rule and is being discussed between the ferry crew and Islesboro EMS. It might be possible to provide a cord that could be used to plug in the ambulance while on the ferry.

4. Tick-Borne Disease/Lyme Disease Report

Linda Gillies submitted a Tick-Borne Disease Report dated September 30, 2018. She noted that the numbers are down and pointed out that there was one case of anaplasmosis with possibly more going undiagnosed. Linda Wentworth, FNP-C, said that the Health Center has implemented the use of a form that is filled out when a patient enters the clinic if he/she is being seen for a tick bite. This provides another level of important documentation for the patient's record as well as providing information for the tick report/count.

5. 2019 Annual Meeting Calendar

The Calendar will be adjusted so that the annual meeting of the HCAB will be changed to November from September. Dorie pointed out that September is still a very busy time at the clinic and this will allow more time to prepare for the annual meeting.

MOTION BY Linda Gillies, seconded by Chloe Joule, to approve the Calendar of Meetings as amended. Motion passed 5-0.

6. Welcome to new HCAB Member Maegan Randlett

Maegan was welcomed to the Board. Maegan briefly told the HCAB about her current position as a Town Outreach Worker and what types of services she provides.

7. Adjournment of meeting

The meeting adjourned at approximately 4:05 PM.

Respectfully submitted,

Peggy Pike
Secretary to the HCAB