

Islesboro Health Center Advisory Board

Annual Meeting

Meeting Minutes
September 29, 2010

Opening:

The annual meeting of the HCAB was called to order at 3:10pm on 09/29/2010 in Town Office by Charlotte Mitchell, Chair.

Present:

Charlotte Mitchell, George Evans, Maura Michael, Alison Wood, Linda Gilles, Donna Seymour, Jeff Grossman, David Runnion-Bareford. Ann, Dr Steele. **Absent:** Owen Howell, Myra Rolerson

A. Approval of Agenda

No changes to Agenda as distributed.

B. Approval of Minutes

The minutes of the previous meeting on 8/19/2010 were unanimously approved as distributed.

C. Administrators Report

Jeff Grossman, Town Manager, related that Allie and he are working on finding replacement PA. In interim Ann working well as nurse to help ease work load.

A few new candidates were considered for position, however, nothing worked out. Question did come up concerning possibility of being able to participate in loan repayment program for new PA, currently available at the federal level. One of the criteria would be to have a sliding scale for fees at IHC. Sliding scale is also being looked at as part of MPCA suggestion, ongoing communication continues regarding issues sliding scale brings up. Allie and Jeff continue to work on both issues.

D. Physician Assistant Report

Alison Wood, Manager of Health Center presented Annual Evaluation. Discussion centered on utilization of services; which reviewed statistics for past fiscal year, services provided, and discussion of changes that need to be made. Discussion focused on meeting with school to regard utilizing IHC as "school nurse"

Discussion of upcoming goals to begin with hiring of PA, MPCA guidelines (productivity) possibility of Dental Clinic and working with school regarding obesity, diet, exercise and immunizations. Mention of Health Fair to be discussed at later meeting.

Also discussed was Board review of annual chart audit, points highlighted focused on a plan to possibly change criteria used to determine Quality Audit, possibly individualize which in turn would tighten up health care given.

Dr Steele made comment that Isleboro Health Center is a great facility, hopefully all realize that. They excel in customer service and quality of care. He also stressed importance and strongly recommended the 3 PA system which is so important in helping to prevent "burn out".

Final point addressed in report was board review of health center policy manual. Policies are being followed and as they are reviewed they are taking a look at some of the policies.

Clarification was asked regarding policy for non staff physician use of IHC. PA Manger will follow up on this.

Overall report pointed to some good statistics which showed promising numbers and emphasize need for 3 PA system. Further discussion and input regarding new goals to be carried over to next meeting.

E. New Business

None

F. Report of Tick Committee

Linda Gilles reported that last two meetings July 2010 and September 2010 of committee were part of continual process of information gathering. More information is to come over fall months with goal of by December having information so in January or February 2011 public forums can be held. Unknown at this time if recommendation will be ready for presentation by March 2011.

G. Old Business

Suggested that idea of new brochure be brought to school, and possibly idea of a DVD being created. Discussion will take place with principal along with goals discussed in annual report.

Next meeting will continue to discuss goals of IHC. Tick Committee will have had meeting with state biologist regarding lime disease and ticks. Discussion continues regarding brochure and any school involvement.

Adjournment:

Meeting was adjourned at 4:15p by Charlotte Mitchell. The next general meeting will be at 3:30p on 10/21/2010 in Town Office.

Minutes submitted by:

Maura Michael