

# B . C . B . O . H . A .

BERKSHIRE COUNTY BOARDS OF HEALTH ASSOCIATION

## BCBOHA Executive Committee Meeting

September 24, 2012 – 12:45 PM

BRPC, 2<sup>nd</sup> Floor Conference Room, 1 Fenn St., Pittsfield, MA

Executive Committee Members Present: Andy Fisher, Richard Frost, Erin Kirchner, Scott Koczela, Mark Pruhenski, Manny Serrano

Executive Committee Members Absent: Ellie Lovejoy

Others Present: Charlie Kaniecki (DPH), Tom Matuszko (BRPC)

BCBOHA Staff Present: Laura Kittross, Sandra Martin, Diane Persson

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### **12:49 - Call to order by President M. Pruhenski**

- *Minutes of July 26, 2012*
  - M. Serrano motioned, R. Frost seconded, unanimous approval of minutes
- *Review of Contractor updates for July & August 2012*
  - E. Kirchner motioned, M. Serrano seconded, unanimous approval of contractor updates
- *Faith Community Emergency Preparedness Project & MRC*
  - Phase II of the Faith Community project has begun – July and August reports are included here
  - MRC reports quarterly – past two quarters are included
  - S. Koczela motioned, A. Fisher seconded, unanimous approval of reports

### **Financial**

- *Grant Budget Reports*
  - Budget remains the same as what was approved in July. Next meeting will include two months' worth of expenditures
- *Treasurer's Report*
  - M. Pruhenski asked if Chokesaver was sustaining itself
    - Yes – it's not an expensive program to run
  - S. Koczela motioned, M. Serrano seconded, unanimous approval of Treasurer's report

### **Old Business**

- *PHEP Update –*
  - Final 2013 Deliverables
    - Similar to last year's with two exceptions
      - Hazard Vulnerability Analysis not on there. It was very confusing and limited direction was provided. Instead, there will be a pilot program with some towns, none of which are in Berkshire County
      - Hospital and Public Health are required to collaborate more
        - Have to appoint someone to the Health and Medical Coalition Planning Process
          - Who should it be? Staff, Executive Committee member, or Board of Health member?
          - Should be staff; but, open to anyone else who wants to go

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- Other programs allow for residents to bring sharps 2- 4 times a year
- M. Pruhenski asked M. Serrano why the Board of Health doesn't charge more money per container to cover the cost of the program
  - M. Serrano said that the population of North Adams was largely unemployed and didn't want to cross the \$5 per container mark because that seems to be such a psychological barrier for people
  - L. Kittross spoke with Jim Wilusz at Tri-Town who said \$8 would break even and that is too much money
    - People would continue to throw them in the garbage
- *Flu Clinics – insurance money, MassHealth cost (vote on expenditure)*
  - BCBOHA is working with Fairview Hospital and BPHA
    - Have offered to do billing for BPHA for a percentage of reimbursement to cover cost of Diane's time
  - Executive Committee previously voted on using last year's funds for advertising
  - There is a \$523 one-time, every five years fee to enroll in the Medicare/MassHealth reimbursement program
    - To recover that cost, seven people would need to be vaccinated per year for the 5 years
    - Would like to use money for the fee and the remaining for advertising
  - A. Fisher motioned, M. Serrano seconded, unanimous approval for using funds as needed for public health flu clinics
- *Letter to state re: videoconferencing*
  - L. Kittross distributed a draft letter; but, is unsure if it should be sent
    - All agreed it should
    - Please send edits to L. Kittross by Friday, the 21<sup>st</sup>
    - M. Pruhenski will sign on behalf of BCBOHA
  - Discussion about who to send it to
    - Decided on Commissioner Auerbach and Secretary Bigby
- *Fall Dinner / Elections*
  - Fall Dinner to be held on 11/1/12 at Pittsfield Country Club
    - Topic: hoarding – mental health aspects, Board of Health rights and responsibilities
    - Speaker: TBD
      - C. Kaniecki suggested Professor Frost from Smith College and checking the Mass Housing Authority website
  - Elections – A. Fisher, S. Koczela and E. Lovejoy are up for re-election
    - E. Lovejoy is not able to make the meetings – L. Kittross will speak with her about running again
    - J. Kennedy is willing to come back to the Executive Committee but does not want to be an officer
- *Strategic Management Process*
  - 3-5PM session before the dinner
  - A. Fisher asked about information on earlier work – L. Kittross found some notes, but nothing formal

## **New Business**

- *Appoint Reps to Health & Medical Coalition Planning Process*
- *Employees vs. Independent Contractors*
  - L. Kittross, S. Martin and D. Persson work as independent contractors
    - No benefits, no paid time off, no overhead for BCBOHA
    - Contractors have enjoyed the flexibility and being able to work from home
  - Didn't originally become BRPC employees because of expense
  - Unfortunately, BCBOHA is walking a thin line legally

- The IRS definition and the way in which contractors have been acting are in conflict
- FRCOG had the same set-up as BCBOHA and was recently audited by the IRS
  - Was told that using independent contractors was not ok and a fine was levied
- If contractors became employees, BCBOHA would have to pay a portion of taxes, workers compensation, etc.
- Contractors pay 100% of health insurance, but, can deduct it
  - If employees, can no longer do that
- BCBOHA would need an accountant or payroll service to fill quarterly taxes
- L. Kittross suggested becoming employees of BCBOHA
- A. Fisher asked for numbers for each option: BRPC vs. BCBOHA
- C. Kaniecki suggested speaking with Ruth Ellen at MHOA, who went through this process a few years ago

2:04PM – A. Fisher left. Quorum was maintained.

- M. Serrano asked how much the fine FRCOG paid was
  - L. Kittross believes it was ~ \$2500
- All agree it is too risky to remain as independent contractors
- M. Serrano suggested consulting with an attorney
  - T. Matuszko said that BRPC has an attorney that could be consulted
    - L. Kittross will ask how much she would charge and will bring back numbers for next meeting
- M. Serrano asked about whether BCBOHA and BPHA could become employees together
  - L. Kittross explained that BCBOHA has two options: become employees of BRPC or BCBOHA. BPHA only has one: become employees of BRPC.
- M. Serrano said that becoming BCBOHA employees would allow us to keep our autonomy
- T. Matuszko suggested making this conversation part of the Strategic Planning session
- *Change date for October meeting*
  - Our next regularly scheduled meeting conflicts with WMPHA's Totally Title 5 seminar
  - October 10<sup>th</sup> was decided for the next meeting
- *Training Updates*
  - 2012-13 Septic Installer Program – mailing went out and classes were listed on website
  - BOH Orientation – date TBD
  - Chokesaver – setting up more
  - ICS 100/700 – will set up
  - MAVEN – only a hand-full of towns are not trained/on MAVEN

2:21PM – Adjourn – E. Kirchner motioned, S. Koczela seconded, unanimous approval to adjourn

**Next meeting: October 10<sup>th</sup> @ 12:45 @ BRPC**