

## Western New York Public Health Alliance, Inc.

### January 12, 2006 meeting action log

Quorum was present: 7 board members were at the meeting

#### 1. Regional Coalition Update:

→ Asthma: Now that the Alliance has the Asthma grant, the Board needs to begin to think strategically. May is Asthma Awareness month. **Cheryll Moore suggested that the Alliance do a press conference.** Cheryll mentioned that there are some issues with Asthma transitioning out of ALA. Chris suggested that some Board members meet with ALA and the NYS DOH, including Pat W. Bob Furlani suggested hosting the meeting at the Regional Office. **Cheryll asked Board members to look at dates they are available and send them to her; she will generate an email to everyone with dates. The Alliance and State will send out invitations to the meeting.**

Action

Cheryll:  
Complete: Y  N

→ Eat Well Play Hard: Expect the RFA to be released anytime. Board canvassed to see if all are still interested in applying on behalf of the 8-County region. **Consensus from Board members present that yes, the Alliance should apply as an 8-County region.**

CONSENSUS

#### 2. Colorectal Cancer Screening & Prostate Cancer Education Initiative:

Discussion of Cattaraugus and Wyoming Counties applying for the above noted grant. Presently, they are the only two Counties in the 8-County region which do not have this initiative as part of their public health matrix. Gary Ogden made a motion that the Alliance support the grant applications, and offer technical assistance, with a move towards regionally coordinating grant efforts; **the Board approved the motion. Cheryll offered to look into getting workplans from existing, established programs. Sal Page offered to write a letter of support.**

VOTE

Cheryll:  
Complete: Y  N   
Sal:  
Complete: Y  N

#### 3. Fiscal: Subcontract with Erie County Cornell Cooperative Extension:

Discussion regarding the urgency to see CCE's final contract as it is holding up the hiring process. **Cheryll will email the Executive Director at CCE today stating that the Alliance Board of Directors must see the final subcontract offer by tomorrow (1.13.06).**

Cheryll:  
Complete: Yes  N

#### 4. Annual meeting:

→ Chris Szwagiel, acting Treasurer for the Alliance, presented the Financial Report. Gary Ogden made a motion to accept the Financial Report; **the Board approved the motion.**

→ Gary asked for volunteers for the Nominating Committee. **Greg Collins, Paulette Kline and Kathy Leonard offered to sit on the Nominating Committee. They will present a slate of Officers at the February meeting.**

→ Gary stated the need to appoint Chairs of Committees. **Kathy Leonard agreed to be the Interim Chair of the Financial Committee; Gary agreed to stay on as the Chair of the Education/Communication Committee.**

VOTE

Action

Action

**5. Community-Campus Partnership for Health award:**

Don briefly explained that Dr. Trevisan had forwarded him an award that the Alliance seems suited to apply for. Don asked for permission to nominate the Alliance for this award. Gary Ogden made a motion to move forward with this award; **the Board approved the motion.** Don will keep the Board apprised and will share the information submitted.

**VOTE**

**6. Business Plan:**

Brief discussion regarding the recommended changes to the business plan Mike de Freitas suggested. Gary Ogden made a motion to accept the business plan as amended; **the Board approved the motion.**

**VOTE**

**7. Western New York Delegation:**

Brief discussion regarding next steps. Some things that need to occur: talking points need to be reviewed/confirmed; an asking amount needs to be settled on; need to know if Board members will contribute dues and fee and if so, how much; review of districts and who will visit who. **Item tabled until have more pieces in place.**

**Action**

**8. WNY Pandemic Flu Planning:**

Sal mentioned they are in the process of finalizing the plan right now. There will be a Commissioners call on Feb. 2<sup>nd</sup> and **he will circulate the final plan as soon as it is ready.**

Sal  
Complete: Y  N

**9. Physician's Guide to Public Health:**

**Bob said that he will have the information for the Physician's Guide to Public Health out to the graduate student by the end of the week. Bob also suggested that the Alliance put a descriptive page in the guide explaining who the Alliance is and what the Alliance does (include mission and vision statements).**

Bob  
Complete: Y  N   
**Action**

**10. POD in Orleans County:**

Andy Lucyszyn briefly recounted the success of a recent POD they did at the American Legion. **Paulette asked for Andy to send lessons learned.** All Commissioners and Directors expressed an interest in seeing this information

Andy  
Complete: Y  N

**11. Topics for future meetings:**

- Membership structure: ***needs to be discussion of having other Associate members at the table*** (ie. the Rural Health Networks).
- Strategic planning: ***needs to be a meeting set aside specifically to address strategic planning.***

***Actions needed***

**12. Emergency Health Preparedness Committee:**

**Tracy asked that all questions be submitted to her, in writing, prior the February 1<sup>st</sup> Regional Council Meeting.**

PH Comm./Dir.  
Complete: Y  N