# Town of Rowe – FY2007
## Board of Health
## Minutes – November 13, 2006

**Call to order:** The meeting was called to order at 9:00 AM
**Present:** Dick Alix, Ann Foshay, Danette Reynolds-Gallaghar
Ruth Loomis, Town Nurse Practitioner

**Audience**: Judy Pierce, Robin Reed, Kris Swenson

**OLD BUSINESS**
**Transfer Station:** Dick Alix contacted Chris and Kara Morano for information on the composting toilet at their property. They paid $1361.00 for the unit and would sell it to the town for $600.00. The unit has never been used but did receive some damage that Mr. Morano will repair.

**Town Nurse Practitioner**: Ruth Loomis, Town Nurse Practitioner, informed the Board of her conversation with Tricia Coughlin, Manager of MIIA Member Services (the Town of Rowe's insurer). Ms. Coughlin told Ruth that as the Town of Rowe is Ruth's supervisor, the town's insurance policy covers anything Ruth does in health services.

The Board of Selectmen will be asked to request MIIA to review the Town Nurse Practitioner's job description to see what activities they will or will not cover.

**NEW BUSINESS**
**Health Services**: The BOH will request Ms Loomis keep the following records:
monthly chart of patient visits recording date, patient name and length of visit

1.
2. bi-weekly time sheet listing hours spent on medical and administrative activities

The Board will also request Ms Loomis inform a BOH member or the BOH clerk, Ellen Babcock, when taking personal or sick time off.

Ms Loomis said that in order to accommodate the Board's request for a patient log she would require additional hours. Board member Danette Reynolds said she would be willing to tally the information. Ms Loomis said that for Ms Reynolds to do that would be in violation of the HIPAA (Health Insurance Portability & Accountability Act) law. Ms Reynolds reminded Ms Loomis that she (Reynolds) had already signed a confidentiality agreement in regards to health services and would not be looking at any medical information, only dates, names and length of the visit. Ms Loomis was told that the BOH needs this information in order to evaluate health services, plan for future needs, and to justify the cost of health services at the annual town meeting in May, 2008. Town counsel will be consulted in regards to the information the BOH, as the supervisors of health services, is entitled to.

**Yankee Atomic Energy Co.:** The new soil absorption system installed at the Yankee facility will be inspected on November 14, 2006.

**Next Meeting**: The next meeting will be Tuesday, November 28, 2006 at 9:00 AM to discuss the FY2008 budget.

**Adjournment:** Meeting adjourned at 11:00 AM.

Respectfully submitted,
Danette Reynolds-Gallaghar

Approved:

Richard Alix, Chairman

Angela Foshay

Danette Reynolds-Gallaghar