

**MARYLAND STATE SCHOOL HEALTH COUNCIL**  
**EXECUTIVE BOARD MEETING**  
**MINUTES: DECEMBER 17, 1997**

**WELCOME AND CALL TO ORDER:** The meeting was called to order by Council Chair, Eric M. Fine, M.D., at 1:00 p.m., at the Greenwood Office - Baltimore County Public Schools, E.S.S., Room 114.

**MINUTES:** The minutes of the Executive Board Meeting of October 15, 1997, were accepted as distributed.

**TREASURER'S REPORT:** Carol Dunlavey. The Balance Sheet as of December 16, 1997, was presented, showing a balance of \$887.50; the report was accepted. (No annual allotments have been received.)

**COMMITTEE REPORTS:**

Program: A printed report from Donna Behrens, Chair, was presented. The National Assembly on School Health Care, December 22, 1997, will address issues for schools with health clinics.

Health Services: Jean Williamson, Chair. Report by Carol Dunlavey: The Manual will show all components, and it will include guidelines and resources. There are questions about early immunizations for 2-year-olds.

Health Education: Mary Etta Reedy, Chair. Nancy Hudson's position may be filled by the end of January. Projects include the coordinated school health marketing project and the Physical Education Study Group which will review the latest documents regarding PE programs. The Serial Assault /HIV Grant is going toward a more general focus because similar skills are needed.

Environment: Katherine Mansberger, Chair. Report by Ann Bostic. The committee will meet in January. The Indoor Air Quality Conference took place.

Public Relations / Awards: David Zauche, Chair. The marketing project is on hold. David Zauche and Joan Stine, of the Awards Committee invite additional members. Nominees will be carried over from last year. Other types of awards are being considered.

Local School Health Councils: Genie Wessel, Chair. Letters were sent to interested people. Methods of reporting usage are being sought.

**Maryland Healthy Schools Coalition Report:** Step Mika. A website is being considered. The position papers are 75% complete. A document is being prepared for signature by MSDE and DHMH.

**OLD BUSINESS:**

Youth Risk Behavior Survey: Survey samples for middle and high school are being distributed; information is in the Board packet.

**NEW BUSINESS:**

The MSSHC Chair has sent letters to DHMH, MSDE and OCYF highlighting issues of mutual concern, future meetings, and a formal request for the respective annual support funding.

Child Health Insurance Initiative: The Governor is supporting this part of the Medicaid program; it includes pregnant women.

Legislative session: The Coalition can lobby. The General Assembly website address is: [HTTP://MILS.State.MD.US](http://MILS.State.MD.US).

Data concerning health organizations will be compiled and sent to Dr. Grasmick; please send all information to Mary Etta Reedy.

Maryland PTA will define a legislative platform concerning "mandatory pest management" and "parental right to know". The Legislature is to tighten up on the regulations for body piercing/related practices across the state.

SNIP Conference "Skill-Building", August 3-7, 1998, at the Sheraton, Towson, announced by Genie Wessel.

Ritalin Task Force: January 30, 1998, meeting announced by Cheryl Duncan, M.D. There could be a possible collaborative effort with a MSSHC conference. An ADHD conference with a broad-based agenda is proposed.

Health Education Graduation requirement: Dr. Deitra Wengert called attention to the concern about the continued viability of the 1 1/2 credit requirement and who would support it.

Next meeting of MSSHC Executive Board will be January 21, 1998.

The meeting was adjourned.

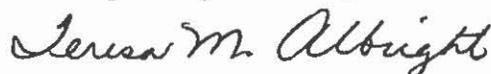
Members present 12-17-97:

Teresa M. Albright  
John M. Ryan  
Genie L. Wessel  
Ann M. Bostic  
Deitra Wengert  
Mary Etta Reedy

William Flook  
Pamela S. Putman  
Vicki Taliaferro  
Carol Dunlavy  
Deborah Rhoades  
Mary Pat Kahle

Carol Costante  
Cheryl Duncan, M.D.  
Mardel Knight  
David Zauche  
Step Mika

Respectfully submitted,



Teresa M. Albright, B.S..M.Ed., Secretary

**MARYLAND STATE SCHOOL HEALTH COUNCIL**

**EXECUTIVE BOARD MEETING**

**MINUTES: FEBRUARY 13, 1997**

**WELCOME AND CALL TO ORDER:** The meeting was called to order by Council Chair, Eric M. Fine, M.D., at 1:45 p.m., at the Towson Health Center.

**MINUTES:** The minutes of the Executive Board Meeting of November 7, 1996, were approved as distributed.

**TREASURER'S REPORT:** Carol Dunlavey. The Balance Sheet as of 2-10-97, was presented, showing an expected balance of \$13,729.99, with the two \$3,500. grants from MSDE and DHMH not yet received. The report was accepted as distributed.

**COMMITTEE REPORTS:**

**Program:** Debbie Somerville, Chair. The Spring Conference will be April 24-25 at the Sheraton in Ocean City, MD. The Heart Association and the Cancer Society may partner with us. Call Debbie at 767-0305 with information about innovative programs to showcase: ways to include more of the eight components of school health.

The delayed "Fall Meeting" will be on Feb. 28, 1997, at Sherwood House, Cromwell Valley Park. The focus of the work sessions will be "How to Promote the Social, Emotional and Physical Components of School Health".

\* \* \* \* \*

**Changes to the Bylaws** will be voted on at the meeting of the General Body. Typo changes needed:  
V, Sec.1, (5) i.: The Federation of Maryland Teachers AND SCHOOL EMPLOYEES and  
t.: The Maryland SCHOOL Psychologist Association.

III, Sec.2, [(5)] (3): To EDUCATE

X: [Mortal] MENTAL.

**Proposed changes to the Special Education Regulation 13a.0501:** Eleonore Krebs reported that review is necessary to recommend appropriate actions, especially concerning "other qualified persons". Contact Donna Riley, Section Chief, MSDE Div. of Spec. Educ. Linda Miller stated that legislative issues should be an agenda item at this time of the year.

\* \* \* \* \*

**Environment:** Katherine Mansberger, Chair. Request was made for Council direction concerning the focus of involvement. Mary Pat Kahle urged that environmental issues be addressed.

**Health Services:** Jean Williamson will cochair this committee.

**Health Education:** Russell Henke, Chair. (No report.)

**Public Relations / Awards:** Chair needed.

**MARYLAND HEALTHY SCHOOLS COALITION REPORT:** Carol Dadds. Meeting in March. Two position papers passed: Support for two Tobacco Bills: Tax and Vending Machine Laws.

**OFFICE OF CHILDREN, YOUTH AND FAMILIES REPORT: (Donna Behrens)**

Dr. Fine reported that the Infant and Toddler Program will be moved to MSDE.

\* \* \* \* \*

**Announcement of Hearing :** Diane Gordy reported that on February 18, 1997, 4:30 p.m., there will be a hearing concerning financial liability connected with bringing back students who have been taken care of out of state. The hearing is open to the public but the public cannot contribute.

\* \* \* \* \*

**OLD BUSINESS:**

Many new members have been appointed to the Board and General Body. On February 28, 1997, four members will be elected from the General Body to serve on the Board.

**School Nurse Institute Program:** A letter was received from Genie Wessel requesting financial support for their August meeting and inviting Dr. Fine to offer greetings during the program opening. A motion was made by Teresa Albright, seconded by Eleonore Krebs and was passed unanimously, that we award \$500. to SNIP.

**Heartpower!:** Dr. Fine sent a letter to W. James Hindman, Youth Services International, in support of a grant request by the American Heart Association for this educational kit for Pre-K through middle school which focuses on healthy lifestyles such as increasing physical activity, eating a low-fat diet, and avoiding tobacco.

**Legislation pertaining to school health:**

SB 452 and HB 701 to extend school health pilot program: impact of Comprehensive School Health; MSDE to support.

HB 971 Ritalin Abuse Bill. ("ADD Clinic" to be called "Behavior Consultation Clinic" for holistic view.

HB 549 Minor's Consent. Repeal of immunity of practitioners.

HB 354 Norplant: Preventing schools from promoting it.

SB 803 Blood donations by students: Age for parental consent from 18 to 17.

HB 623 Nursing Practice issues.

HB 1084 Every food service agency needing to publish nutritive values of foods served and that their employees be able to explain it to customers.

HB 397 Disclosure of Pesticide Application Information. Strongly supported by PTA. Routine spraying is considered inappropriate by many environmentalists. Our Environmental Health Committee should advise. A fact sheet could be helpful.

**NEW BUSINESS:** Items discussed earlier.

Members present 2-13-97:

Teresa M. Albright

Carol Dadds

Mardel Knight

Carol Costante

Katherine W. Mansberger

Joan Stein

Eric M. Fine, M.D.

Carol Dunlavey

Rosemerry Tasin, R.N.

Paddy Mudd

Diane W. Gordy

Eleonore G. Krebs

Linda Miller

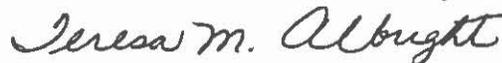
Dale Dandy

Mary Pat Kahle

Robert Jones, D.D.S.

The meeting was adjourned at 3:45 p.m.

Respectfully submitted,



Teresa M. Albright, B.S., M.Ed., Secretary

**MARYLAND STATE SCHOOL HEALTH COUNCIL**  
**TREASURER'S REPORT AS OF 2/10/97**

P. 2

DATE POSTED	MEMO	ACCOUNTS RECEIVABLE	INCOME	ACCOUNTS PAYABLE	EXPENSES	ASSETS BALANCE
7/1/96	Opening Balance					\$3,806.61
10/15/96	Carroll County HD Conf Reg (4)		\$240.00			\$4,046.61
3/29/96	Calvert Co Health Dept Conf Reg (2)		\$120.00			\$4,166.61
3/26/96	Dept Juv Jus Conf Reg (1)	\$60.00				\$4,226.61
4/11/96	Harford Co Health Dep Conf Reg(2)		\$120.00			\$4,346.61
3/27/96	St Mary's Co Dept of Ed Conf Reg (1)		\$60.00			\$4,406.61
3/4/96	Worcester Co Health Dep Conf Reg (1)		\$60.00			\$4,466.61
9/30/96	MSDE Grant	\$3,500.00				\$7,966.61
9/30/96	DHMH Grant	\$3,500.00				\$11,466.61
10/15/96	OCYF Grant		\$3,500.00			\$14,966.61
11/25/96	Eric Fine, MD ASHA Conference ck151				\$838.62	\$14,127.99
1/3/97	Balto Co Dept of Parks and Rec. ck 152				\$100.00	\$14,027.99
1/3/97	Eric Fine, MD Travel ck 153				\$198.00	\$13,829.99
1/27/97	Balto Co Dept of Parks and Rec. ck 154				\$100.00	\$13,729.99

2-10-1997 11:53AM FROM

Respectfully Submitted,  
*Carol S. Danbury*  
 Treasurer

**OLD BUSINESS:**

Legislation: No anti-smoking bills cleared this year.

Bill 661: Effective after year 2000, nursing assistants (people who assist nurses) will be licensed and overseen by the Maryland Board of Nursing.

**NEW BUSINESS:**

A nominating Committee will be appointed: Robert Jones, D.D.S., and Joan Stine will serve with two other members.

School Nurse Institute (SNIP): Genie Wessel. Meeting will be August 4-8, 1997, with a focus on computer use and assessments.

School Nurse representation on the Maryland Board of Nursing is urged by the Maryland Association of School Health Nurses (see letter in meeting packet). Paddy Mudd suggested that the MD Healthy Schools Coalition lobby for this.

Latex Allergy problems have emerged concerning the use of latex during MSPAP testing. A panel of physicians will review the test and provide input.

Hatch/Kennedy Child Health Act: Vote tomorrow: to increase the cigarette tax 43 cents, to generate two billion dollars to cover uninsured children.

Conference: Decaying Cities - Declining Health: June 7, 1997, sponsored by the Johns Hopkins University School of Public Health.

Dental First Aid Flip Chart: Robert Jones, D.D.S., presented the idea; collaborators would be listed on the back. A motion was made by Debbie Somerville, seconded by David Zauche, that we support this venture, and have the Health Services Committee review it. A letter will be submitted to Eric Fine, MD, concerning endorsement for guidelines concerning oral health care services.

Members present 5-20-97:

Teresa M. Albright	Katherine W. Mansberger	Mardel Knight
Jean Williamson	Genie L. Wessel	John M. Ryan
Nancy Hudson	Eric M. Fine, M.D.	Dale Dandy
Joan Stine	Julia Friedman-Peremel	Glenda Harris
Cheryl Duncan	Joyce M. Boyd	David Zauche
Paddy Mudd	Carol Dunlavey	Debbie Somerville
Robert Jones, D.D.S.		

The meeting was adjourned at 3:45 p.m.

Respectfully submitted,

*Teresa M. Albright*

Teresa M. Albright, B.S., M.Ed., Secretary

**MARYLAND STATE SCHOOL HEALTH COUNCIL**  
**TREASURER'S REPORT AS OF 5/19/97**

P. 2

DATE	MEMO	ACCOUNTS	INCOME	ACCOUNTS	EXPENSES	ASSETS
POSTED		RECEIVABLE		PAYABLE		BALANCE
7/1/96	Opening Balance					\$3,808.61
10/15/96	Carroll County HD Conf Reg (4)		\$240.00			\$3,848.61
3/29/96	Calvert Co Health Dept Conf Reg (2)		\$120.00			\$3,968.61
3/26/96	Dept Juv Jus Conf Reg (1)	\$60.00				\$4,028.61
4/11/96	Harford Co Health Dep Conf Reg(2)		\$120.00			\$4,148.61
3/27/96	St Mary's Co Dept of Ed Conf Reg (1)		\$60.00			\$4,208.61
3/4/96	Worcester Co Health Dep Conf Reg (1)		\$60.00			\$4,268.61
9/30/96	MSDE Grant received 4/29/97		\$3,500.00			\$7,768.61
9/30/96	DHMH Grant	\$3,500.00				\$11,268.61
10/15/96	OCYF Grant		\$3,500.00			\$14,768.61
11/25/96	Eric Fine, MD ASHA Conference ck151				\$838.82	\$13,929.99
1/3/97	Balto Co Dept of Parks and Rec. ck 152				\$100.00	\$13,829.99
1/3/97	Eric Fine, MD Travel ck 153				\$198.00	\$13,631.99
1/27/97	Balto Co Dept of Parks and Rec. ck 154				\$100.00	\$13,531.99
3/3/97	Conference Registrations (47)		\$470.00			\$14,001.99
3/3/97	Wolford Bakery and Cafe ck 155				\$594.50	\$13,407.49
3/3/97	Frank Chaval (custodial serv 2/28/97) ck 156				\$49.50	\$13,357.99
3/19/97	Deposit Conf Registration (1)		\$10.00			\$13,367.99
3/19/97	Debbie Somerville ck157 printing brochures sp conf				\$133.00	\$13,234.99
3/26/97	Debbie Somerville ck 158 paper for brochures				\$338.20	\$12,896.79
4/11/97	Sheraton Fontainbleu ck159				\$500.00	\$12,396.79
4/11/97	Deposit - Conf Reg		\$1,200.00			\$13,596.79
4/18/97	Deposit - Conf Reg and \$10 from schl nurs sup mtg		\$3,086.00			\$16,682.79
4/18/97	School Nurse Supervisors Meeting			\$10.00		\$16,672.79
4/28/97	Deposit - Conf Reg		\$1,920.00			\$18,592.79
4/28/97	Charles Co Health Dept conf reg	\$60.00				\$18,652.79
4/28/97	Worcester Co Health Dept conf reg	\$60.00				\$18,712.79

5-19-1997 11:10AM FROM

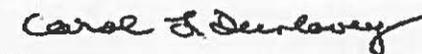
# MARYLAND STATE SCHOOL HEALTH COUNCIL

## TREASURER'S REPORT AS OF 5/19/97

4/28/97	Wicomico Co Health Dept conf reg	\$60.00				\$18,772.79
5/7/97	OCYF Conference Registration	\$60.00				\$18,832.79
5/9/97	Conference Registrations		\$300.00			\$19,132.79
5/13/97	Conference Relstrations		\$135.00			\$19,267.79
5/19/97	Mont Co Public Sch-Conf Expense				\$87.38	\$19,180.43

\*NOTE: Opening balance corrected from \$3806.61 to \$3608.61

Respectfully Submitted,



Treasurer



**MARYLAND STATE SCHOOL HEALTH COUNCIL**  
**EXECUTIVE BOARD MEETING**  
**MINUTES: MARCH 13, 1997**

3-13-97

**WELCOME AND CALL TO ORDER:** The meeting was called to order by Council Chair, Eric M. Fine, M.D., at 1:50 p.m., at the Greenwood Office - Baltimore County Public Schools, ESS Building, Room 114.

**MINUTES:** The minutes of the Executive Board Meeting of February 13, 1997, were accepted as distributed.

**TREASURER'S REPORT:** Carol Dunlavey. The Balance Sheet as of 3-12-97 was presented, showing an expected balance of \$13,555.99; contributions from MSDE and DHMH will soon arrive. The report was accepted.

**COMMITTEE REPORTS:**

Program. Debbie Somerville, Chair. Reports from the committee work groups during the 2-29-97, meeting were presented. Open committee meetings will be scheduled during the General Body Meetings. Spring Conference, "Sharing Our Successes", will be April 24-25, 1997, at the Sheraton in Ocean City; brochures were distributed.

Public Relations / Awards: (No report)

Health Education: MSDE will be hiring a Health Education / P.E.. specialist.

**General Body Meeting:** A replacement needs to be made for Graceanne Guy as a representative from the General Body to the Executive Board because she is not appointed to the General Body by her Health Department.

**Maryland Healthy Schools Coalition:** Cochairs are Stepp Mika and Carol Dadds. The meeting of the Board will be March 19, 1997, at 1:00 p.m. Position papers will be prepared for each of the eight components of CSHP.

**Governor's Office of Children, Youth, and Families:** The book, Maryland's Reform Briefing is a useful resource. Contact Debbie Somerville.

**School Nurses:** Paddy Mudd shared information concerning the contracting for entry level health services in thirty one schools in Charles County. There is a critical need for a policy statement from MSDE and DHMH.

**OLD BUSINESS:**

The amendments to the Bylaws were approved at the February 28, 1997, meeting of the General Body.

A new membership roster is available.

Legislative update: Consideration of a Bill to require all public buildings to have a CPR-certified person.

**NEW BUSINESS:**

A MSSHC-member survey will be taken to determine the best time and location for meetings.

The next Executive Board meeting will be at the Spring Conference. (There may be a change in the date for the May meeting.)

Members present 3-13-97:

Teresa M. Albright  
Eric M. Fine, M.D.  
Debbie Sommerville  
Mardel Knight  
Joan Stine  
Carol Costante  
Paddy Mudd  
Carole A. Pinckney  
Russell Henke  
Carol Dunlavey  
Nira Bonner, M.D.

The meeting was adjourned.

Respectfully submitted,

*Teresa M. Albright*

Teresa M. Albright, B.S., M.Ed., Secretary

**MARYLAND STATE SCHOOL HEALTH COUNCIL**  
**TREASURER'S REPORT AS OF 3/12/97**

DATE POSTED	MEMO	ACCOUNTS RECEIVABLE	INCOME	ACCOUNTS PAYABLE	EXPENSES	ASSETS BALANCE
7/1/96	Opening Balance					\$3,806.61
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9/30/96	DHMH Grant	\$3,500.00				\$11,466.61
10/15/96	OCYF Grant		\$3,500.00			\$14,966.61
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1/27/97	Balto Co Dept of Parks and Rec. ck 154				\$100.00	\$13,729.99
3/3/97	Conference Registrations (47)		\$470.00			\$14,199.99
3/3/97	Wolford Bakery and Cafe				\$594.50	\$13,605.49
3/3/97	Frank Chavat (custodial serv 2/28/97)				\$49.50	\$13,555.99

Respectfully Submitted,

*Carol B. Dunaway*

Treasurer

**MARYLAND STATE SCHOOL HEALTH COUNCIL**  
**EXECUTIVE BOARD MEETING**  
**MINUTES; NOVEMBER 7, 1996**

11-7-96

**WELCOME AND CALL TO ORDER:** The meeting was called to order by Council Chair, Eric M. Fine, M.D., at 1:45 p.m., at the Greenwood Office - Baltimore County Public Schools, ESS Building, Room 114.

**MINUTES:** The minutes of the Executive Board Meeting of October 3, 1996, were approved as distributed.

**TREASURER'S REPORT:** Carol Dunlavy. The Balance Sheet as of 10-25-96, was presented, showing a balance of \$14,966.61.

**COMMITTEE REPORTS:**

**Program:** Debbie Somerville, Chair. The Fall Conference will be Wednesday, December 4, 1996, 10 a.m. to 3 p.m. at the Columbia Inn, Columbia, MD. The focus will be marketing / promotion. A letter will be sent to Dr. Grasmick concerning the selection of the Technical Specialist after Dr. Betty Reid's retirement.

Health Services. (No report.)

Health Education: Russell Henke, Chair. (No report.)

Environment: Katherine Mansberger. Indoor air pollution is a new science; the findings need interpretation. Concerns include: accessing funds for renovations to schools to improve the environment, empowering employees to provide appropriate maintenance in school buildings. A draft of the Bill: "Parents and Employees Right to Know: Pesticide Applications in Schools and Child Care Centers" was discussed. It would be better to first determine the problem and then treat for that only: "Integrated Pest Management". There is concern for Private Schools.

Public Relations / Awards: (No report.)

**Maryland Healthy Schools Coalition:** The General Meeting will be November 19, 1996, 9 a.m. to 3 p.m. at the Meeting House in Columbia, MD. Membership is encouraged.

**Office of Children Youth and Families:** Donna Behrens. A commission will review the function of that office; Dr. Linda Thompson will continue as the Secretary. Work is in progress on State-endorsed mandates for school-based health centers.

**OLD BUSINESS**

Proposed changes to the MSSHC Bylaws were sent to members in accordance with the Bylaws.

**NEW BUSINESS**

Proposed legislation concerning pesticides was discussed earlier in the meeting.

The next Executive Board meeting will be February 13, 1997.

Members present 11-7-96:

Teresa M. Albright  
Debbie Somerville  
Diane Gordy  
Eric M. Fine, M.D.  
Carol Costante  
Dale Dandy

Katherine W. Mansberger  
Mardel Knight  
Carol Dunlavey  
Mary Beth Ericson  
Donna Behrens  
Mary Pat Kahle

The meeting was adjourned at 3:35 p.m.

Respectfully submitted,

*Teresa M. Albright*

Teresa M. Albright, B.S., M.Ed., Secretary

**MARYLAND STATE SCHOOL HEALTH COUNCIL**  
Minutes of the Board Meeting October 3, 1996

10-3-96

Members present: John Ryan, Donna Behrens, Joan Stine, Mary Pat Kalle, Bob Jc Carol Dunlavey, Eric Fine

The meeting was called to order by Dr. Fine at 1:45. Minutes from the meeting on September 12, 1996 were reviewed and approved as distributed.

**Treasurer's Report**

The grant of \$3,500 from the Office of Children, Youth, and Families has been received as of today. There are still some outstanding accounts receivable in the amount of \$660 from the spring conference. Ms. Dunlavey will send a second invoice. Current assets, not including the OCYF grant are \$4,466.61.

**Committee Reports**

Chairs are needed for vacancies. The health services committee and the public relations committee are in need of chairs. A new committee, School Health Councils, will also need a chair. A request for a chair of the health services committee will be made at the school nurse supervisors meeting on October 8.

**Fall Meeting**

We need to formalize a program for the day. One possibility is to follow-up on the strategic planning initiative. We also need to do elections, 5 members are needed from the general body and we need to elect officers. Changes to the by-laws need to be approved. Another possible topic for the day is school-based health centers. Question is raised if there is appropriate interest to focus on this issue.

**Healthy Schools Coalition**

The next meeting is November 19.

**OCYF**

A preliminary draft of the Governors Task Force on Children, Youth, and Families Systems Reform is available. Ms. Behrens reviewed potential changes in the organizational structure and positioning of OCYF. OCYF may become a department and have an advisory and policy role. The systems reform initiative was discussed. Ms. Behrens encouraged public input at the upcoming hearings. Maryland Making the Grade will continue to exist. Talbot and Montgomery counties will be offered funding for school-based health centers at \$800,000 over four years. Each site will receive \$100,000 per year to provide comprehensive services to address barriers to education.

**Medicaid Reform**

Proposed new regulations offer "adjacent" clinics. OCYF opposes off-site clinics for many reasons. The safety of students cannot be assured when leaving campus, there are potential problems with MCO's providing services rather than independent community/school providers.

**By-Laws**

Proposed changes were reviewed. We may need to take a mail vote since attendance at the meeting is low.

**Meeting with Dr. Grasmick**

Dr. Fine met with Dr. Grasmick, Debbie Somerville, Harriet Highsmith on September 20. Topics of the discussions are included in today's packet. The relationship of LHD's and LEA's in school

health services was discussed. The concern was raised that health education has no oversight, that there is lack of support and technical assistance for health education at MSDE. Dr. Grasmick committed to include health education into the testing structure. The MSSHC may need a representative on the Governors pesticide task force in the Department of Agriculture. 140 million dollars is available for renovation. Air quality standards were discussed. Dr. Grasmick would like us to testify at the Systems Reform Initiative and Medicaid reform hearings. Dr. Grasmick wants to utilize high tech learning (e.g. satellite) to involve local level staff. Joan Stine will pursue this topic.

**Infants and Toddlers Program**

The future "home" of Infants and Toddlers is an issue. Currently the program is in OCYF who will have responsibility for the program in the future. A concern is how to keep the program collaborative vs. categorical.

**Meeting with Dr. Wasserman**

Dr. Fine will pursue a meeting with Dr. Wasserman.

**Annual Report**

The annual report is included in today's packet.

**ASHA MEETING**

Dr. Fine is to attend the ASHA meeting at the end of October. On his agenda are proposals to update ASHA policies and position papers, establish a clearing house on successful programs in school health, resources, and training opportunities, and asking the executive committee to pursue collaborative agreements with related national organizations with an interest in comprehensive school health.

The meeting was adjourned at 3:35.



**MARYLAND STATE SCHOOL HEALTH COUNCIL**  
**EXECUTIVE BOARD MEETING**  
**MINUTES: SEPTEMBER 12, 1996**

9-12-96

**WELCOME AND CALL TO ORDER:** The meeting was called to order by Eric M. Fine, M.D., at 1:40 p.m., at the Greenwood Office - Baltimore County Public Schools, ESS Building, Room 114.

**MINUTES:** The minutes of the Executive Board Meeting of March 21, 1996, were approved as distributed.

**TREASURER'S REPORT:** Carol Dunlavey. The Balance Sheet as of September 11, 1996, was presented, showing a MSSHC balance of \$4,466.61. Report was accepted. Notice has been received that the Council has been awarded a \$3,500. grant from Governor's Office of Children, Youth, and Families.

**COMMITTEE REPORTS:**

Program: Debbie Somerville, Chair. The Spring, 1996, Conference was well received. The Fall Conference date and site will be selected. The focus will be on getting the General Body members involved. Plans include sharing the Executive Board agenda, hearing reports from the Maryland Healthy Schools Coalition, and reviewing roles of the MSSHC committees. Plans are being made for the Spring, 1997, Conference to be held April 17 - 18, at Solomons.

Health Services: Chair will be selected. (No report.)

Health Education: Russell Henke, Chair. (No report.)

Environment: Kathy Mansberger, Chair. (No report.)

Public Relations and Awards: Chair will be selected. The Spring, 1996, awards recipients were Rose La Placa, Paula Hollinger, Mary Etta Reedy and Bunny Rosenthal.

A motion was made by Russell Henke, seconded by Teresa Albright, that the MSSHC leadership award be named The Dr. John M. Krager Leadership Award, in memory of Dr. Krager, who dedicated his life to improving the health of children and who was deputy director of the Baltimore County Department of Health at the time of his death this summer. Dr. Krager, the founder of MSSHC, served for many years as Chair of the Council, during which time he was largely responsible for building a successful and well-integrated school health program. The motion concluded in suggesting that Dr. Krager's wife, Doris, be notified of this action and that she be invited to the next annual meeting to present this award. The motion passed unanimously.

Maryland Healthy Schools Coalition: Shirley Steel. The General Body will meet on November, 19, 1996, 9 a.m. to 3 p.m. There is a full complement of standing committees. Organizations and individuals are invited to join; an application is included in the meeting packet. MSSHC is an ex-officio member of the coalition.

Advocacy Committee: Russell Henke: More advocacy is needed in the State Legislature. Position papers are being prepared; they will represent all eight areas of comprehensive school health programs. "Tobacco Use Prevention" issues are already formulated. A newsletter will be published two to three times per year.

Governor's Office of Children, Youth and Families. A welcome was extended to Donna Behrens, representing OCYF, our third government sponsor. Their grant of \$3500. will be awarded. Contact information: Phone: 410-225-4160, FAX: 333-7492.

### **OLD BUSINESS**

Medicaid Reform- Status of regulations: Maryland will require all Medicaid recipients to belong to a Managed Care Organization.

A new mental health segment is planned: target date, January, 1997.

IEP services by private provider, \$70 - \$140, (mainly Baltimore City); now children's services cannot be provided this way. Children's Medical Services wants it separate.

Three to five-year-old children in Head Start are not old enough to have an IEP. "Early Prevention" is needed. Debbie Somerville will submit a letter stating that MSSHC can determine what is best for these children.

Student Services Resource Referrals: (for Guidance Counselors) Linda Miller reported that a folder has been developed; local information will be presented at the Fall Conference.

Strategic Planning Update - Bylaw Changes: The structure of MSSHC should reflect the new focus. Board members are to review the proposed bylaws which were distributed. A vote concerning recommendations will be taken at the next Board meeting.

### **NEW BUSINESS**

Appointments and Elections: Vacancies which need to be filled are: General Body representatives, Chairs for the Public Relations / Awards Committee and the Health Services Committee.

ASHA Leadership Conference - August 1 - 4, 1996: Eric M. Fine, M.D. attended. The by-laws are changing; it appears that MSSHC can become a voting member. Genie Wessel will be the new Chair of ASHA.

Johns Hopkins Support Letter: July 18, 1996. MSSHC Chair sent a letter to The Hon. Arlen Specter in support of the Prevention Centers Program under CDC; letter is in packet.

SNIP Planning and Restructuring Committee: MSSHC Chair is working on a committee to generate more interest.

Annual Report to DHMH and MSDE: On September 20, 1996, MSSHC Chair will meet with the directors of these agencies.

Interscholastic Sports Physicals: Debbie Somerville noted the need to locate documentation for a frequency of less than one per year, supplemented with a good history.

Announcements:

Dr. Betty Reid is retiring from MSDE this month. Acknowledgment was made of her many contributions to the promotion of Comprehensive School Health Programs and to MSSHC initiatives.

The MD Assn. for Health, Physical Education, Recreation and Dance Convention will be October 24, 1996, at the Towson Center 207-208. Brochures will be sent by the Council.

Meeting Dates: Check locations when meeting announcements are received.

1996: October 3, November 7, December 4 (Fall Meeting).  
1997: February 13, March 13, April 17 -18 (tentative) (Spring Meeting), May 22.

Members present 9-12-96:

Eric M. Fine, M.D.	Carol Dunlavey	Debbie Somerville
Linda Miller	Deitra Wengert	Shirley Steel
Donna Behrens	Mary Pat Kahler	Kathy Mansberger
Carol Costante	Mary Shiner	Gordon Mella, M.D.
Robert D. Jones, D.D.S.	Teresa M. Albright	Mary Keene
Russell Henke		

The meeting was adjourned by the Chair.

Respectfully submitted,

*Teresa M. Albright*

Teresa M. Albright, B.S., M.Ed., Secretary



**MARYLAND STATE SCHOOL HEALTH COUNCIL**  
**EXECUTIVE BOARD MEETING**  
**MINUTES: MARCH 21, 1996**

**WELCOME AND CALL TO ORDER:** The meeting was called to order by Eric M. Fine, M.D., at 1:40 p.m., at the Greenwood Office - Baltimore County Room A.

3-21-96

**MINUTES:** The minutes of the Executive Board Meeting of February 8, 1996, were approved with the following corrections: Becky Smith represents the *Association for the Advancement of Health Education*; and for the Vaccines for Children update, beginning in year 2000, three doses of hepatitis B vaccine will be required.

**TREASURER'S REPORT:** Carol Dunlavey. The Balance Sheet as of 3-20-96, was presented, showing a MSSHC balance of \$7365.67, reflecting the deposit of the grant from DHMH.

**COMMITTEE REPORTS:**

Program: Debbie Somerville, Chair. There has been good response for the Spring Conference. A pre-banquet Chairman's Reception is planned so that the Executive Board can meet the Conference speakers and the MSSHC Awards recipients and presenters.

Health Services: MSSHC Chair will appoint a Chair for this committee. The Revision of the Health Services Manual is tabled. A letter was received from Linda Miller (Healthy Schools Workgroup) concerning the need for a local directory of health services. Dale Dandy distributed a sample brochure. Linda Miller will survey the counties to check current progress toward a local directory, after which it will be determined if an ad hoc committee is needed. Ellen Ristorcelli suggested a table display for the Spring Conference.

Health Education: Russell Henke, Chair. (No report.) Betty Reid announced the briefing by Becky Smith on March 27, 1996, concerning the new National Health Standards.

Environment: Donald Torres, Chair. (No report.)

Public Relations / Awards: Joan Stine, Chair. Many nominations have been submitted, and nominations have been retained from last year. One award will be presented for each category.

Maryland Healthy Schools Coalition update: Shirley Steel. The Advocacy Committee will structure position papers and generate a document stating the guiding principles of the Coalition. The Communications Committee is working on a newsletter to be distributed to various individuals and groups interested in school health. Fundraising will be discussed. The Board of Directors will meet March 29, 1996. The next Coalition meeting will be on May 22, 1996, at Columbia; officers will be elected. Eric Fine, M.D. is the liaison from MSSHC; Russell Henke chairs the Advocacy Committee; Joan Stine serves on that committee also.

**OLD BUSINESS**

Medicaid Reform Proposal - 1115 Waiver: HMOs insist that localities meet criteria to be reimbursed. Concerns: Should all participants be required to be in an HMO? Need for ombudsmen? IEP/reimbursement for services may be based on precedence of billing.

**NEW BUSINESS**

MSSHC Strategic Planning Committee. The MSSHC Chair sent a letter to the committee members inviting their review and comments concerning the nine topic areas. (Letter filed.) The next task is to delineate goals and objectives consistent with the reality of the new advocacy organization, The Maryland Healthy Schools Coalition.

American School Health Association: Letter was received which outlines initiatives and invites sharing information about participation at the state/local levels. ASHA has offered materials to be displayed at our Spring Conference.

Maryland Making the Grade: The Office of Children, Youth, and Families submitted a proposal to the Robert Wood Johnson Foundation for school-based health centers with more local autonomy.

MSSHC Funding: Linda Thompson, OCYF, was contacted concerning funding from that office.

Meeting dates: April 25 - 26, 1996, Spring Conference:  
April 26:, 9 a.m., General Body; 12:30 p.m., Executive Board lunch meeting.

Executive Board: May 16, 1996.  
The June 13, 1996, meeting is canceled.

Members present 3-21-96:

Eric M. Fine, M.D.	Teresa M. Albright	Betty Reid
John Krager, M.D.	Shirley A. Steel	Carol Costante
Robert D. Jones, D.D.S.	Glenda Harris	Ellen Ristorcelli
Linda Miller	Carol Dunlavey	Debbie Somerville
Harriet Highsmith	Joan Stine	Dale Dandy
Mary Shiner	Diane Gordy	Eleanor G. Krebs

The meeting was adjourned at 3:25 p.m.

Respectfully submitted,

*Teresa M. Albright*

Teresa M. Albright, B.S., M.Ed., Secretary





**MARYLAND STATE SCHOOL HEALTH CC**  
**EXECUTIVE BOARD MEETING**  
**MINUTES: FEBRUARY 8, 1996**

**WELCOME AND CALL TO ORDER:** The meeting was called to order by Eric M. Fine, M.D., at 1:40 p.m., at the Greenwood Office - Baltimore County Board Room, A.

2 - 8 - 96

**MINUTES:** The minutes of the Executive Board Meeting of December 14, 1995, were approved as distributed, with the addition of Debbie Somerville's name to Members present.

**TREASURER'S REPORT:** Carol Dunlavy. The Balance Sheet as of 2-5-96, was distributed, showing a MSSHC balance of \$4117.67. MSDE funds have been received.

**COMMITTEE REPORTS:**

Program: Debbie Somerville, Chair. The Spring Conference will be held April 25-26, 1996, at the Carousel Hotel, Ocean City, MD.: "Comprehensive School Health Programs: Meeting the Needs of Families and Schools".

Health Services: Genevieve Saderholm and Virginia Beisler, Cochair. (No report.)

Health Education: Russell Henke, Chair. MSSHC could coordinate a new version of the School Health Manual. This committee and the Strategic Planning Subcommittee will consider this task. March 27, 1996, there will be a briefing by Becky Smith, American Alliance for Health Standards concerning the national perspective; information for Health Education supervisors and local superintendents.

Environment: Donald Torres, Chair. (No report.) USDA will be responsible for integrated pest management guidelines. Trend is to use preventive measures; waiting for notification for all people results in using more chemicals.

Public Relations / Awards: Joan Stine, Chair. Criteria will remain the same. Applications have been sent out.

**Announcements:**

Time will be set aside at Executive Board meetings to hear from State agencies.

June 24-26, 1996: Health Education supervisors, Resource teachers in Health Education and Lead teachers in elementary Schools will explore integration of Health Education and skill development.

Maryland Head Injury Association Conference: "Assessing Head Injuries in Sports". Contact Debbie Somerville, 767-0305.

**OLD BUSINESS**

Medicaid Reform Proposal has been submitted. Letters have been received from Dr. Grasmick and Dr. Wasserman. Maryland Kids Count is not a part of Medicaid Reform; it covers office visits and prescriptions (including co-pay) for children, ages birth - 12 years.

LEA Funding. Letter from Dr. Grasmick was distributed and is filed.

Children's Heart-Health Conference, April 18, 1996, to develop local plans in each jurisdiction for prevention of heart problems in children.

Teens Talk Tobacco, Conference at Martins West, March 15, 1996; MSSHC is co-sponsoring.

Vaccines for Children update: Still unfunded; 1000 sites are receiving shipments. Beginning in year 2000, three doses of Hepatitis B virus required.

**NEW BUSINESS:**

Healthy Schools Coalition: Russ Henke is Chair for Advocacy/Legislative. Meetings at Am. Cancer Society Headquarters at White Marsh.: Legislative: Feb. 20, Mar. 19, 1996, 10-12 a.m.,

Communication: (working meeting) Mar. 25, 1996, 10-12 a.m.,

Board Meeting: Feb. 26, 1996, 2-4 p.m.

SB 357 (Hollinger): Senate Hearing Feb. 21, 1996, 1 p.m.

SB 221: Student Discipline: Feb. 7, 1996, Testimony by Patricia Foerster (MSTA) and Kathleen Kennedy Townsend.

Vending machines are a concern.

Don Torres suggested that the Legislative office in Annapolis be contacted to gain an outline of a Bill. Mary Keene (MACD) offered to add the Healthy Schools Coalition Legislative Committee to the mailing list for Bills of Concern. She also stated that licensing for Counselors would be established after determining the degree base.

Future MSSHC Executive Board Meetings: March 21, April 25-26 (Spring Meeting), and June 13, 1996.

Members present 2-8-96:

Eric M. Fine, M.D.

Teresa M. Albright

Harriet Highsmith

Betty Reid

John Krager, M.D.

Don Torres

Russ Henke

Mary Shiner.

Deitra Wengert

Mary Keene

Lynne Weise

Carol Dunlavey

Debbie Somerville

The meeting was adjourned at 2:55 p.m.

Respectfully submitted,

*Teresa M. Albright*

Teresa M. Albright, B.S., M.Ed., Secretary

MARYLAND STATE SCHOOL HEALTH COUNCIL  
BALANCE SHEET AS OF 2/5/96

DATE POSTED	MEMO	ACCOUNTS RECEIVABLE	INCOME	ACCOUNTS PAYABLE	EXPENSES	ASSETS BALANCE
7/1/95	Opening Balance					\$539.47
10/16/95	Conference Registrations (370)		\$370.00			\$909.47
11/9/95	Conference food ck127				\$681.80	\$227.67
11/9/95	Conference Registrations (210)		\$210.00			\$437.67
12/12/95	Conference Registration (from Spring)		\$180.00			\$617.67
1/3/96	Maryland Dept Health	\$3,500.00				\$4,117.67
1/3/96	MSDE	\$3,500.00				\$7,617.67
	<b>Baltimore County Funds</b>					
10/16/95	Deposit Funds Balto County		\$3,058.00			\$3,058.00
10/16/95	Patricia Quinn, MD ck114				\$400.00	\$2,658.00
10/20/95	Chesapeake High Conference ck115				\$65.00	\$2,593.00
10/20/95	Dundalk High Conference ck116				\$65.00	\$2,528.00
10/20/95	Southeastern Technical Magnet Conference ck117				\$65.00	\$2,463.00
10/20/95	Sparrows Point High Conference ck118				\$65.00	\$2,398.00
10/20/95	Ronnie Bowen ck119 Conference				\$76.00	\$2,322.00
10/20/95	Cindy Boutin Conference ck120				\$76.00	\$2,246.00
10/20/95	Mary Ann Jayman Conference ck121				\$76.00	\$2,170.00
10/20/95	Joannena Maynard Conference ck122				\$76.00	\$2,094.00
10/20/95	Gail Shapira Conference ck123				\$76.00	\$2,018.00
10/20/95	Mary Shiner Conference ck124				\$76.00	\$1,942.00
10/20/95	Joan Zelenka Conference ck125				\$76.00	\$1,866.00
11/2/95	Balto Co Public Schools ck126 ADD conference				\$100.00	\$1,766.00
1/22/96	Joan Zelenka ck128 CHADD conference Expenses				\$160.00	\$1,606.00
1/22/96	Mary Shiner ck 129 conf expense				\$31.00	\$1,575.00
1/22/96	Joan Zelenka ck 130 Conf expense				\$75.90	\$1,499.10
1/22/96	Void ck 117		\$65.00			\$1,564.10
1/22/96	BCPSS Health Services ck 131 Southeastern Tech Replaces ck 117				\$65.00	\$1,499.10
	<b>BANK BALANCE</b>					<b>\$2,116.77</b>

Respectfully submitted,

*Carol L. Dunaway*  
Treasurer

**MARYLAND STATE SCHOOL HEALTH COUNCIL**  
**EXECUTIVE BOARD MEETING**  
**MINUTES: DECEMBER 14, 1995**

**WELCOME AND CALL TO ORDER:** The meeting was called to order by Co Eric M. Fine, M.D., at 1:30 p.m., at the Greenwood Office - Baltimore County Pul Room A. All present introduced themselves. A welcome was extended to former Shirley Steel who will be representing Maryland Healthy Schools Coalition.

12-14-95

**MINUTES:** The minutes of the Executive Board Meeting of October 12, 1995, were approved as distributed.

**TREASURER'S REPORT:** Carol Dunlavy. The Balance Sheet as of 12-12-95, was distributed, showing a MSSHC balance of \$617.67.

**COMMITTEE REPORTS:**

Public Relations / Awards: Joan Stine, Chair. (No report.)

Environment: Donald Torres, Chair. The Lead Program is being studied. Bev Gammage's retirement was announced.

Health Education: Russell Henke, Chair. The emerging role of MSSHC is being defined.

Health Services: Genevieve Saderholm and Virginia Beisler, Cochairs. (No report.)

The Manual for School Health needs to be reviewed; it was first distributed in 1991. Debbie Somerville circulated a tally of the progress report for the School Health Services Standard. Summary sheets from the Fall Meeting were presented; they are organized by geographic area and topic and represent broad-based support. To determine how the findings can guide the planning for the next conference, a committee was appointed: Shirley Steel, Linda Miller, Eric Fine, and Debbie Somerville. Linda Miller suggested that we need to be concrete and that people from the school level need to be included. The Spring Conference will be April 25-26, 1996.

**OLD BUSINESS:**

Letters were sent to Dr. Grasmick and Dr. Wasserman (12-12-95) expressing the serious concerns of the Council regarding the statewide impact of SB 694 and the UMBC - Maryland Medicaid Reform Proposal on Comprehensive School Health Programs and Special Education.

Vaccines for Children Program: Continuance is in limbo. Concern: Which should be required for school entrance?

Maryland Healthy Schools Coalition: Shirley Steel. The November 15, 1995, meeting was attended by 100 people. On January 4, 1996, a meeting will be held at White Marsh (Am. Cancer Soc.) concerning advocacy, legislative, education and communication issues. Names for Coalition membership may be submitted. The Board is being organized: Shirley Steel and Glen Gilbert, Cochairs; Carole Pinkney, Secretary; David Zauche, Treasurer.

ASHA Meeting: October 25-28, 1995, was attended by Eric Fine, M.D. A lobbyist to serve in D.C. has been hired. Membership in ASHA is encouraged. Services have been marketed to HMOs.

**NEW BUSINESS:**

Howard County Health Services: Personnel reduction in force; Nurse-in-Charge is needed. This may effect other counties as well. Services must be enhanced; it affects the county's ability to comply with the Health Standards. A motion was made by John Krager, M.D., seconded by Debbie Somerville, and unanimously passed, that the MSSHC write a letter to the Superintendent [MSDE] and the Secretary [DHMH] making them aware of RIF for School Health personel in several counties and its impact on programs throughout the State.

Maryland Conference on Action for Children's Heart Health: April 18, 1996, UMd. Conference Center College Pk., sponsored by Am. Heart Assn -Md. Affiliate and MSSHC.

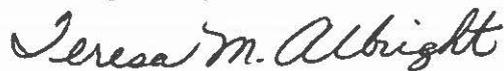
Budget Testimony: Robert Jones, D.D.S., expressed concern for support.

Members present 12-14-95:

Eric Fine, M.D.  
Teresa Albright  
Betty Reid  
John Krager, M.D.  
Gordon Mella, M.D.  
Shirley Steel  
Mary Beth Ericson  
Donald Torres  
Russell Henke  
Linda Miller  
Harriet Highsmith  
Robert Jones, D.D.S.  
Danielle Robinson  
Debbie Somerville

The meeting was adjourned by the Chair at 3:25 p.m.

Respectfully submitted,



Teresa M. Albright, B.S., M.Ed., Secretary

**MARYLAND STATE SCHOOL HEALTH COUNCIL**  
**EXECUTIVE BOARD MEETING**  
**MINUTES: OCTOBER 12, 1995**

**WELCOME AND CALL TO ORDER:** The meeting was called to order by Cou Eric M. Fine, M.D., at 1:30 p.m., at the Greenwood Office - Baltimore County Pub Room A.

**MINUTES:** The minutes of the Executive Board Meeting of June 8, 1995, were approved as distributed. 10-12-95

**TREASURER'S REPORT:** Carol Dunlavey. A complete report was accepted as presented. The Balance Sheet as of 6-28-95, showing a balance of \$539.47, is filed. Letters requesting funding were sent to Dr. Grasmick (MSDE) and Dr. Wasserman (DHMH); confirmation of funding has been received.

**INTRODUCTIONS:** Each Board member present was introduced.

**COMMITTEE REPORTS:**

Program: Debbie Somerville, Chair. The Agenda for the November 2, 1995, Fall Meeting was distributed; the focus will be "Introspection", and the meeting site is Sherwood House. Information will be given about the newly organized Healthy Schools Coalition. The morning session will include delineation of top issues and problems, and we will work toward solutions in the afternoon.

Health Services: Genevieve Saderholm and Virginia Beisler, Cochairs. (No report)

Health Education: Russell Henke, Chair. (No report)

Environment: Don Torres, Chair. Committee membership will be solidified, and issues will be addressed.

Public Relations / Awards: Joan Stine, Chair. No program awards are being given at the Fall Meeting.

**OLD BUSINESS:**

SB 694 and Medicaid Section 1115 Waiver: Item 25 from the 10-11-95 meeting (news article circulated): School students will be able to get services from school-based clinics which would be reimbursed by Managed Care Organizations. The Oral Health Care statement calls for the emergency and preventive services which must be provided for children and adults; (MCO may choose to provide more extensive care, considering the oral cancer death rate in Maryland). Internet access to the report and the schedule of meetings was included in the Board member packets and is filed with these minutes. A motion was made by Beverly Gammage, seconded by Mardel Knight and passed, that Dr. Fine write a letter to and meet with the Secretary of DHMH and Education [State Superintendent of Schools] regarding our concerns about 1) managed care, 2) MC reimbursement, 3) quality of care issues, 4) effect on school-based clinics and other Comprehensive School Health Programs. Robert Jones expressed the need for recommendations rather than just concerns. Allan Gorsuch expressed concern regarding the funding: how it could be used and what will be eligible.

Maryland Heart Association Conference - April 18, 1996: The focus will be Heart Health for School-age Children: Fitness, Nutrition, and No Smoking. Location will be College Park.

Strategic Plan Update: Fall Conference - November 2, 1995: Letter to representatives from each jurisdiction included in packet and filed herewith.

**NEW BUSINESS:**

Letter from Dr. Grasmick and Dr. Wasserman has been sent to Local Superintendents of Schools and Local Health Officers advising them concerning the School Health Services Standards, COMAR 13A.05.05-.15. On the back of the letter there is a copy of the certification statement showing "implemented" and "initiated implementation" check-offs, requiring their signatures. Allan Gorsuch inquired about availability of information on current funding.

Annual Report for 1994 - 1995: Report included in packet and filed herewith delineates the Council efforts focusing on self-examination and change.

"Teens Talk Tobacco": The Maryland Forum for Youth Tobacco Use Prevention, March 1996, at Martins West. Teams will include 8th through 11th grade students. The focus will be training for advocacy, with hand-out literature to distribute. A motion was made by Teresa Albright, seconded by Mardel Knight and passed unanimously, that MSSHC contribute \$500. and co-sponsor the conference.

By-law Amendment, Art. V. Sec.1 - Executive Board: A motion was made by Allan Gorsuch, seconded by Linda Miller and passed, that the Executive Board shall include the chairperson of any Ad Hoc Committee, and that representatives to the Board be invited from The Governor's Office of Children, Youth and Families; and The Maryland Healthy Schools Coalition (Copy of Amendment is attached.) Debbie Somerville will obtain information concerning OCYF bearing some costs of the Council.

Maryland Healthy Schools Coalition: Founded by the American Cancer Society and a planning group of education and health professionals. Inaugural meeting November 15, 1995, The Meeting House, Columbia, MD. Purpose is advocacy / lobbying; MSSHC is on the Executive Board.

American School Health Association: Meeting October 25 - 28, 1995, Milwaukee; Dr. Fine will attend as a voting member. ASHA Newsletter in Board packet, filed herewith. The possibility of a MSSHC newsletter was discussed.

National Association of School Nurses: Carol Costante will be President in 1996.

Executive Board Meetings: Dec. 14, 1995 and Feb. 8, Mar. 21, April 25-26, and June 13, 1996.

Members present 10-12-95:

Eleanor Krebs

Linda Miller

Allan Gorsuch

Beverly Gammage

Teresa Albright

Harriet Highsmith

Guest: D. Becker, DHMH

Eric Fine, M.D.

Ellen Ristorcelli

Robert Jones, D.D.S.

Betty Reid

Don Torres

Mary Shiner

Carol Dunlavey

Russell Henke

Debbie Somerville

John Krager, M.D.

Mardel Knight

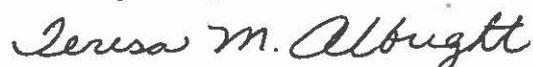
Gordon Mella, M.D.

Carol Costante

Mary Beth Ericson (for Joan Stine)

The meeting was adjourned by the Chair.

Respectfully submitted,



Teresa M. Albright, B.S., M.Ed., Secretary

**MARYLAND STATE SCHOOL HEALTH COUNCIL  
BALANCE SHEET AS OF 12/12/95**

DATE	MEMO	ACCOUNTS	INCOME	ACCOUNTS	EXPENSES	ASSETS
POSTED		RECEIVABLE		PAYABLE		BALANCE
7/1/95	Opening Balance					\$539.47
10/16/95	Conference Registrations 370		\$370.00			\$909.47
11/9/95	Conference food 127				\$881.80	\$227.67
11/9/95	Conference Registrations 210		\$210.00			\$437.67
12/12/95	Conference Registration (from Spring)		\$180.00			\$617.67
	<b>Baltimore County Funds</b>					
10/16/95	Deposit Funds Bato County		\$3,058.00			\$3,058.00
10/16/95	Patricia Quinn, MD 114				\$400.00	\$2,658.00
10/20/95	Chesapeake High Conference115				\$65.00	\$2,593.00
10/20/95	Dundalk High Conference116				\$65.00	\$2,628.00
10/20/95	Southeastern Technical Magnet Conference 117				\$65.00	\$2,463.00
10/20/95	Spárrows Point High Conference118				\$65.00	\$2,398.00
10/20/95	Ronnie Bowen 119 Conference				\$76.00	\$2,322.00
10/20/95	Cindy Boutin Conference120				\$76.00	\$2,246.00
10/20/95	Mary Ann Jayman Conference121				\$76.00	\$2,170.00
10/20/95	Joannene Maynard Conference122				\$76.00	\$2,094.00
10/20/95	Gail Shapira Conference123				\$76.00	\$2,018.00
10/20/95	Maary Shiner Conference124				\$76.00	\$1,942.00
10/20/95	Joan Zelenka Conference125				\$76.00	\$1,866.00
11/2/95	Bato Co Public Schools ADD conference				\$100.00	\$1,766.00
	<b>BANK BALANCE</b>					\$2,383.67

Respectfully submitted,

*Carol Zidenberg*

Treasurer

**MARYLAND STATE SCHOOL HEALTH COUNCIL**  
**EXECUTIVE BOARD MEETING**  
**MINUTES: JUNE 8, 1995**

**WELCOME AND CALL TO ORDER:** The meeting was called to order by Council Eric M. Fine, M.D., at 12:40 p.m., at the Greenwood Office - Baltimore County Public Room B.

6-8-95

**MINUTES:** The minutes of the Executive Board Meeting of April 25, 1995, were approved as distributed.

**TREASURER'S REPORT:** Carol Dunlavey. A complete report was accepted as presented. The Balance Sheet as of 6-8-95, showing a balance of \$10,329.13, is filed. It was noted that \$9,655.00 in expenses will leave a balance of \$674.13, and that \$250.00 is expected in outstanding expenses attributable to the retreat and miscellaneous expenses for the Spring Conference.

**ANNOUNCEMENTS:** Carole Pinckney was elected President of the National Association of School Nurses. Genie Wessel was elected President of the American School Health Association.

**COMMITTEE REPORTS:**

Health Education: Russell Henke, Chair. Health Education Supervisors will coordinate the National Health Standards with the State framework. The American Cancer Society can be contacted for copies (1-800-ACS-2345) Local Superintendents of Schools and Health Officers will be contacted.

Environment: Don Torres, Chair. (Report mailed; copy is filed.)

Health Services: Genevieve Saderholm and Virginia Beisler, Cochairs. (No report)

**OLD BUSINESS:**

Due to MSSHC efforts, Physicians' Assistants and Nurse Practitioners will be allowed to perform sports physicals. A copy of Eric Fine, M.D.'s testimony was distributed and is filed.

The 1994 Summit Recommendations Work Group submitted a report: report is filed.

**(COMMITTEE REPORTS, continued)**

Public Relations / Awards: Joan Stine, Chair. Suggested categories for awards include "Chairperson's", "Research", "Service", "Health Education", "Program", "Legislative".

Program: Debbie Somerville, Chair. Evaluations from the Spring Conference were "good" for food, and facilities. We will seek greater participation from health services groups.

**(OLD BUSINESS, continued)**

Bylaw change for performing sports physicals: A letter from Linda S. Thompson, Special Secretary for Children, Youth, and Families, was distributed. This letter, addressed to our Chairperson, was prompted by a misunderstanding of the bylaw change; clarity will be provided.

The Office of Children, Youth, and Families will be encouraged to attend MSSHC meetings. A motion was made by Debbie Somerville, seconded by Mardel Knight and passed that an amendment to the Bylaws be made to include the OCYF as a member of the MSSHC Executive Board.

A motion was made by Betty Reid to give the American Cancer Society, MD Division, to be added to the MSSHC through a vote of the general body; the motion was defeated.

The Comprehensive School Health Programs Statewide Coalition will meet 6-9-95.

A motion was made by Linda Miller, seconded by Debbie Somerville and passed unanimously, that the newly formed MSH Coalition (CSHP Statewide Coalition) be added to the Executive Board through the appropriate Bylaw change. It was expressed that the CSHPSC may fill the void concerning involvement of various organizations and that David Zauche has been an excellent advocate.

A letter has been received from Dr. Wasserman concerning the MSSHC recommendation to disseminate the guidelines on Atlanto-axial Instability in Down Syndrome Relative to Sports Participation, Scoliosis Screening, and Management of Concussion in Sports. He assured dissemination, commending the efforts of MSSHC. Debbie Somerville suggested that the guidelines be added to the revised School Health Manual in September.

### NEW BUSINESS

Robert D. Jones, D.D.S., presented slides and information revealing the magnitude of dental problems in some Maryland school children who do not have access to basic dental care. A motion was made by Dr. Jones, seconded by Beverly Gammage, and passed unanimously, that Dr. Fine be authorized to discuss the dental Medicaid problem in Maryland with the State Superintendent of Schools and the Secretary of Maryland State Department of Health and Mental Hygiene.

The Maryland Heart Association Conference will be April 18, 1996.

There will be hearings concerning The Research and Demonstration Waiver, which could be granted under provisions of Section 1115 of the Social Security Act, allowing the Medicaid Program to put most of the Medicaid population into managed care organizations and expand Medicaid eligibility to some of Maryland's uninsured.

At a meeting of school nurses, Beverly Gammage will address the issue of lead poisoning.

The next meeting of the Executive Board will be on September 21, 1995.

Members present 6-8-95:

Don Torres

Linda Miller

Carol Costante

Beverly Gammage

Debbie Somerville

Eric M. Fine, M.D.

Gordon Mella, M.D.

Deitra Wengert

Mary Shiner

Mardel Knight

Joan Stine

Russ Henke

Carol Dunlavey

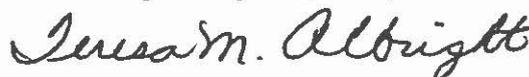
Bob Jones

Betty Reid

Teresa M. Albright

The meeting was adjourned by the Chair.

Respectfully submitted,



Teresa M. Albright, B.S., M.Ed., Secretary

**MARYLAND STATE SCHOOL HEALTH COUNCIL  
BALANCE SHEET AS OF 6/8/95**

DATE	MEMO	ACCOUNTS RECEIVABLE	INCOME	ACCOUNTS PAYABLE	EXPENSES	ASSETS BALANCE
7/1/94	Opening Balance					\$0.00
7/29/94	Checking Account Charges				\$0.56	(\$0.56)
8/4/94	Contribution		\$25.00			\$24.44
8/11/94	Checking Account Charges				\$0.59	\$23.85
9/12/94	Checking Account Charges				\$6.00	\$17.85
11/4/94	Conference Registrations		\$500.00			\$517.85
11/9/94	Conference Registrations		\$260.00			\$777.85
11/17/94	Conference Registrations		\$540.00			\$1377.85
12/30/94	Conference Registrations		\$60.00			\$1437.85
1/3/94	DHMH Grant		\$3500.00			\$4937.85
1/3/94	Conf. Expense-11/16/94 Maritime Institute				\$1185.97	\$3751.88
1/4/94	Printing				\$39.40	\$3712.48
1/4/95	Conference Supplies				\$98.51	\$3613.97
2/9/95	Conference Registration		\$10.00			\$3623.97
3/10/95	MSDE Grant		\$3500.00			\$7123.97
3/21/95	Conference Deposit-Princess Royale				\$300.00	\$6823.97
3/23/95	Lunch Exec Retreat				\$296.09	\$6527.88
4/17/95	Conf Printing				\$171.00	\$6356.88
4/19/95	Conf Registrations <del>45</del> 39		\$3540.00			\$9896.88
4/28/95	Conf Registrations 11		\$660.00			\$10556.88
5/8/95	Conf Registrations 4.5		\$270.00			\$10826.88
5/18/95	Pat Cooper-speaker				\$500.00	\$10326.88
5/18/95	Printing Spring Conf				\$57.75	\$10269.13
5/24/95	Conf Registration (1)		\$60.00			\$10329.13

All submitted invoices have been paid. Outstanding bills for the spring conference have not yet been received by the treasurer. These are anticipated to require the majority of the available balance.

Respectfully submitted,  
*Carol J. Dunaway*  
Treasurer

**MARYLAND STATE SCHOOL HEALTH COUNCIL**  
**EXECUTIVE BOARD MEETING**  
**MINUTES: APRIL 25, 1995**

**WELCOME AND CALL TO ORDER:** The luncheon meeting was called to order by Eric Fine, M.D., at 12:35 p.m., at the Princess Royale Hotel, Ocean City, Maryland. 4-25-95

**MINUTES:** The minutes of the Executive Board Meeting of January 19, 1995, were accepted as presented.

**TREASURER'S REPORT:** Carol Dunlavy. A complete report was presented earlier in the day at the meeting of the General Body; the Balance Sheet as of 4-19-95 is filed with the minutes of that meeting. Balance: \$9896.88. Some additional conference registration fees are expected.

**COMMITTEE REPORTS:**

**Program:** Deborah Somerville, Chair. Fall Conference plans include breaking into "Summit Groups" for additional considerations. Various ideas were discussed concerning how to include more Health educators in our conferences.

Evaluation of the Spring Conference, April 24-25, 1995, included ways to keep a closer count on the number of meals required, planning for a check off on the registration form.

**Health Education:** Russell Henke, Chair. The Health Education / Testing correlation can be used to sell the Conference. The value of the Council is to broaden knowledge and to include a broader mix of attendees.

It was suggested that a "professional development fund" be established from all membership organizations to provide for release time for teachers and nurses. Information will be available in September.

**Environment:** Don Torres, Chair. No report.

**Health Services:** Genevieve Saderholm and Virginia Beisler, Cochairs. No report; task has been completed.

Robert Jones, M.D., reported evidence of neglect of dental care for children and suggested that dental services for prevention and diagnosis for children be provided by Medicare, and that coverage be extended to those who are uninsured.. Harriet Highsmith will gather data.

Concerns were expressed about services for mental health and drug abuse.

**Public Relations / Awards:** Joan Stine, Chair. Program Awards will be presented in the Fall. Contact Joan Stine to suggest new categories.

Council Chair, Eric Fine, M.D., reminded the Committee Chairs to submit an annual summary for his Annual Report for the Fall Meeting.

**OLD BUSINESS:** None.

**NEW BUSINESS:**

A Comprehensive School Health Programs Statewide Coalition could be formed to include many types of groups in addition to those now in the Maryland State School Health Council. Observers and visitors can attend Council meetings.

Heart / Health Meeting: April 16, 1995: Focus on exercise, nutrition, and prevention of tobacco use.

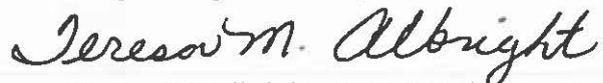
Next Executive Board Meeting: June 8, 1995, 1:30 p.m., Greenwood Office - Baltimore County Public Schools.

Members present 4-25-95:

Eric M. Fine, M.D.  
Joan L. Stine  
John M. Krager, M.D.  
Betty Reid  
Teresa M. Albright  
Harriet Highsmith  
Carol Dunlavey  
Robert Jones, M.D.  
Russell Henke  
Deborah Somerville

The meeting was adjourned by the Chair.

Respectfully submitted,



Teresa M. Albright, B.S., M.Ed., Secretary

**MARYLAND STATE SCHOOL HEALTH COUNCIL**  
**EXECUTIVE BOARD MEETING**  
**MINUTES: JANUARY 19, 1995**

**WELCOME AND CALL TO ORDER:** The meeting was called to order by Co Eric Fine, M.D., at 1:30 p.m., at the Greenwood Office - Baltimore County Public Board Room B. Members present introduced themselves.

1 - 19 - 95

**MINUTES:** The minutes of the Executive Board Meeting of November 16, 1995, were approved as distributed.

**TREASURER'S REPORT:** Carol Dunlavy. A Balance Sheet as of 1-11-95 was submitted and is filed. Balance: \$7113.97.

**COMMITTEE REPORTS:**

Program: Deborah Somerville, Chair.

Spring Meeting: Princess Royale Hotel, Ocean City, MD, reserved for April 24-25, 1995. Dr. Betty Reid suggested we follow the Florida Model, including the Spring 1994 Summit proceedings, school improvement, and full service schools.

Planning Retreat: Next meeting of Executive Board will be an all-day retreat on March 23, 1995, to clarify the Council mission and formulate long-term objectives. A facilitator will be invited. Planning Committee: Eric Fine, M.D., Betty Reid, Russell Henke, Deborah Somerville.

Study Task Force: Representatives from various disciplines represented on the Council will review the Spring 1994 Proceedings to determine which of the charges might be appropriately undertaken by the Council.

Health Services: Virginia Beisler and Genevieve Saderholm, Cochairs.

Eric Fine, M.D. sent report to Academy of Pediatrics concerning report submitted in November.

Health Education: Russell Henke, Chair.

Education/Health/Environment components are needed. Committee will look at the issue of funding and a rationale for a position which will need a broad base of support.

Environment: [Barbara Conrad, Chair.]

Bev Gammage and Mardel Knight have been appointed to alternate as Chair of this committee.

Awards / Public Relations: Joan Stine, Chair.

The Fourteenth Annual Leadership Award will be presented at the Spring Meeting. Nominations are encouraged from a broad spectrum.

**OLD BUSINESS:**

**Interscholastic Sports Physical Bylaw:** It is proposed that a nurse practitioner be permitted to conduct the physicals every other year and that a histories (deemed to be very valuable) be recorded in the off year. The coaches' association endorses the change.

**Smoke Free Maryland Coalition:** A letter of commitment confirmation was sent to the project coordinator, naming Eric Fine, M.D., as our representative and Joan Stine as alternate.

**NEW BUSINESS:**

West Virginia Coalition Group: Sponsored by CDC. An expanded-view organizational diagram was distributed for consideration of how our Council relates to the format. Coalition building of groups and individuals is encouraged; possibilities are Heart, Cancer, Business Roundtable, MD Education Coalition. David Zauche has volunteered to formulate a group.

May 1994 Summit Proceedings: Copies have been mailed to participants, were distributed to members at this meeting; and will be mailed to absentees. An executive summary will be available soon. It was suggested that copies should be sent to school system superintendents and/or secure a place on their agenda, and that we also consider the Health Officers Roundtable agenda.

The Executive Board Roster has been updated.

Next Executive Board Meeting: March 23, 1995, all-day retreat for strategic planning.

Announcement: February 21, 1995, 10:00 a.m. at MSDE: Pat Cooper will present a report on school health: Relationship of Health and Education. All are invited to attend.

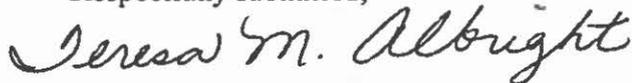
Members present 1-19-95:

Eric Fine, M.D.  
Maria Weiss  
Carole Pinckney  
Carol Costante  
Mardel Knight  
Virginia Beisler  
Betty Reid  
Joan Stine  
Russell Henke

Teresa M. Albright  
Yvonne Gilchrist  
Mary Shiner  
Genevieve Saderholm  
Carol Dunlavey  
John M. Krager, M.D.  
Deborah Somerville  
Eleanore Krebs  
Donald Torres

The meeting was adjourned at 3:16 p.m.

Respectfully submitted,



Teresa M. Albright, B.S., M.Ed., Secretary

**MARYLAND STATE SCHOOL HEALTH COUNCIL  
BALANCE SHEET AS OF 1/11/95**

DATE	MEMO	ACCOUNTS RECEIVABLE	INCOME	ACCOUNTS PAYABLE	EXPENSES	ASSETS BALANCE
7/1/94	Opening Balance					\$0.00
7/29/94	Checking Account Charges				\$0.56	(\$0.56)
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8/11/94	Checking Account Charges				\$0.59	\$23.85
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12/30/94	Conference Registrations		\$60.00			\$1437.85
11/28/94	MSDE Grant	\$3500.00				\$4937.85
1/3/94	DHMH Grant		\$3500.00			\$8437.85
1/3/94	Conf. Expense-11/16/94 Maritime Institute				\$1185.97	\$7251.88
1/4/94	Printing				\$39.40	\$7212.48
1/4/95	Conference Supplies				\$98.51	\$7113.97
.						

**MARYLAND STATE SCHOOL HEALTH COUNCIL  
EXECUTIVE BOARD MEETING  
MINUTES: JULY 20, 1994**

**CALL TO ORDER:** The meeting was called to order by Michael J. Schaffer, Chair, at 1:45 p.m., at the Greenwood Office - Baltimore County Public Schools, Board Room.

Announcement was made of letters sent to Dr. Grasmick and Mr. Sabatini concerning Comprehensive School Health Programs Summit, May 2-4, 1994.

6-20-94

A quorum was declared. Board members and guests introduced themselves.

**MINUTES:** The minutes of the Executive Board Meeting of May 4, 1994, were approved as distributed.

**TREASURER'S REPORT:** Submitted by Carol Dunlavey. Final report showing an ending balance of \$0.00 was accepted with the amendment that \$3,500.00 was a grant from DHMH; report is filed.

**REPORT ON MAY SUMMIT:** David Zauche, American Cancer Society. Evaluation results were distributed. Finalized copies of the conference results will be available by September 1, 1994. Dr. Helen Stemler has written an executive summary. MSSHC will assist in financing distribution. David Zauche was thanked for planning the successful Summit.

**COMMITTEE REPORTS:**

**Program:** Michael J. Schaffer, Chair. The Fall Meeting will be November 16, 1994, at the Maritime Institute. According to the Jan. 13, 1994, Minutes, the topic will be "Inclusion" (of all students in the classroom). Proceedings from the Summit will be highlighted. Motion by Eric Fine, M.D., seconded by Claudia Knowlton, and passes, that the Summit Proceedings with an informative cover letter be released and that a task force be appointed to plan for a presentation to the General Body at the Spring Meeting. Michael J. Schaffer will be unable to continue as Vice Chair of MSSHC and Chair of the Program Committee. The new Chair will appoint a Program Chair.

**Health Services:** Genevieve Saferholm and Virginia Beisler, Cochairs. The School Health Services section of the School Health Manual has been reviewed; changes have been proposed and are ready to be submitted.

**Health Education:** Russell Henke, Chair. No report.

**Environmental:** Barbara Conrad, Chair. No report.

**Public Relations/Awards:** Joan Stine, Chair. Two awards were given at the Spring Meeting. It is the general consensus that giving two awards is appropriate when justified. Award categories will be considered.

(A change was made in the order of business so that the new Chair could be elected.)

**NEW BUSINESS:**

**Election of new officers:** John Krager, M.D., Chair of the Nominating Committee presented the report of the committee, placing Eric Fine, M.D., Claudia Knowlton, and Michael Schaffer in nomination to fill the unexpired term of Council Chair, Shirley Steel, who had retired.

Michael Schaffer withdrew his name, due to recent circumstances. Members of the Executive Board voted by secret written ballot.

OLD BUSINESS: (Return to order of bus. during counting of ballots) [MSSHC Ex.Bd.7-20-94,p.2 of 2]  
Bylaws Revision Committee: Debbie Somerville, Chair. Considerations include possible inclusion of voluntary organizations, and Governor's Office of Children, Youth and Families, considering the Robert Wood Johnson grant. Betty Reid suggested that we define criteria for Executive Board membership.

American School Health Association representation: Membership is encouraged.

The newly elected Council Chair, Eric Fine, M.D., presided over the remainder of the meeting.

NEW BUSINESS (continued):

Betty Reid suggested that a Maryland School Health Coalition be formed, patterned after the National School Health Coalition on which she serves along with Joan Stine, Deitra Wengert, and David Zauche. She will meet with the Chair and present ideas to Executive Board.

Debbie Somerville reported on the plans for the October 13, 1994, Governor's Summit on School Linked Health Services for Children and Their Families. Focus: "Healthy Family, Healthy Schools: A Call to Action". A motion was made by Debbie Somerville, seconded by Robert Jones, M.D., and passed, that we call Marilyn Goldwater to clarify the meaning of [MSSHC] co-sponsoring the October 13 Summit and her intentions to invite MSSHC members.

A Vice Chair will be elected at the next meeting. The Chair will convene a program committee to plan the Fall Meeting.

A motion was made by Robert Jones, M.D., seconded by John Krager, M.D., and passed, that we inquire concerning support for the publication of information on Comprehensive School Health Programs in a Health News section of the newspaper, as suggested by Marilyn Goldwater.

Robert Jones, M.D., expressed a concern about screening for dental care.

Consideration was given to using a portion of our meeting time for reviewing the current concerns of MSDE and DHMH.

Meeting Schedule:	September 20, 1994,	1:00 p.m.,	Executive Board.
	November 16, 1994,		Fall Meeting.
	January 19, 1994,	1:30 p.m.,	Executive Board.

John Krager, M.D., expressed thanks to Michael Schaffer for his vigorous efforts for Health issues as Chair of the Health Education Committee and Vice Chair of the Council.

MEMBERS PRESENT 7-20-94:

Michael Schaffer	Teresa Albright	Charlene Harven	Claudia Knowlton
Ellen Ristorcelli	Mary Shiner	Gene Saderholm	Deitra Wengert
Ginny Beisler	Laura Harrison	Mary Keene	Betty Reid
Eric Fine	Bob Jones	John Krager	Joan Stine
Debbie Somerville	Harry Belsinger	Larry Engle	

GUESTS: David Zauche (Am. Cancer Society), Barbara Rogers (Carroll Co. Health Dept.)

The meeting was adjourned by the Chair at 3:00 p.m.

Respectfully submitted,  
*Teresa M. Albright*  
Teresa M. Albright, B.S., M.Ed., Secretary



# MARYLAND STATE SCHOOL HEALTH COUNCIL

c/o Baltimore County Public Schools, 6901 Charles Street, Towson, Maryland 21204

an advisory council to the

Maryland State Department of Health and Mental Hygiene and the Maryland State Department of Education

<b>Chair</b> SHIRLEY A. STEEL, R.N., M.S. 410-887-4214	<b>Vice Chair</b> MICHAEL J. SCHAFFER, B.S., M.A. 301-386-1500
<b>Treasurer</b> CAROL L. DUNLAVEY, R.N., M.S., P.N.P. 410-313-6600	<b>Secretary</b> TERESA M. ALBRIGHT, B.S., M.Ed. 410-592-9572

## TREASURERS REPORT September 20, 1994

<b>BEGINNING BALANCE</b>		<b>\$0.00</b>
<b>INCOME</b>		
DHMH Grant	\$5,000.00	Grant funds received June 30, 1994
<b>TOTAL INCOME</b>	<b>\$5,000.00</b>	
<b>EXPENSE</b>		
American Cancer Society Comprehensive School Health Conference	\$5,000.00	Disbursed July 11, 1994
<b>TOTAL EXPENSES</b>	<b>\$5,000.00</b>	
<b>ENDING BALANCE</b>		<b>\$0.00</b>

The checking account at First Union Bank will be closed and a new account opened at First National Bank. First National will not charge a monthly fee for a zero balance and will maintain the account

Respectfully submitted,

Carol L. Dunlavey, RN, MS, PNP  
Treasurer

**MARYLAND STATE SCHOOL HEALTH COUNCIL  
EXECUTIVE BOARD MEETING  
MINUTES: MAY 4, 1994**

**CALL TO ORDER:** The meeting was called to order by Council Chair, Shirley Steel, at 2:20 p.m., at the Sheraton Hotel, Ocean City Maryland.

5-4-94

**WELCOME TO NEW MEMBERS:** Dr. Deitra Weigert and Dr. R. Allan Gorsuch .

**MINUTES:** The minutes of the Executive Board Meeting of March 10, 1994, were reviewed and approved as distributed.

**TREASURER'S REPORT:** Carol Dunlavey. A complete report was presented earlier in the day at the meeting of the General Body and is filed with the minutes of that meeting.

**Balance:** \$1901.79. Motion by Debbie Somerville, seconded by Lani Majer, M.D. that we support, financially, the printing and dissemination of the May Summit draft proceedings to each work group, facilitator, rapporteur and liaison. Unanimously passed. Motion by Allan Gorsuch, seconded by Michael Schaffer: That after expenses for those activities previously agreed to, and necessary operating expenses, and forwarding funding of the fall meeting, the balance, if any, be equally split between the State Wellness Conference and the SNIP. Passed by consensus.

**COMMITTEE REPORTS** Reports were given earlier in the day at the meeting of the General Body; documentation may be found in those minutes.

**NEW BUSINESS:**

The nature and function of the MSSHC was discussed. Motion by Allan Gorsuch, seconded by Betty Reid: That the MSSHC continue to function as a council as defined in the present bylaws and not as an association. Motion passed.

It was suggested that the Chair or a designee represent us at the American School Health Association.

Chair, Shirley Steel, appointed a nominating committee to select perspective candidates to fill the two years remaining of the term of Chairperson due to her forthcoming retirement : Committee Chair: John Krager, M.D.; Teresa Albright, Robert Jones, Joan Stine.

It was decided by consensus to obtain a budget from the American Cancer Society concerning accounting for the May 1994 Summit funding.

**MEMBERS PRESENT 5-4-94**

Maria Weiss	Claudia Knowlton	Lani Smith Majer
Joan Stine	Betty Reid	Shirley A. Steel
Deitra Wengert	Allan Gorsuch	Mary Shiner
Debbie Somerville	Michael J. Schaffer	Ellen Ristorcelli
Robert Jones	Russell Henke	Teresa M. Albright
Carol Dunlavey		

The meeting was adjourned by the Chair. Respectfully submitted,

*Teresa M. Albright*  
Teresa M. Albright, B.S., M.Ed., Secretary

# MARYLAND STATE SCHOOL HEALTH COUNCIL

TREASURERS REPORT  
May 5, 1994

BEGINNING BALANCE		\$1903.72
INCOME	0.00	
TOTAL INCOME	0.00	
EXPENSE		
Checking Account Charges	1.93	
TOTAL EXPENSES	1.93	
ENDING BALANCE		\$1901.79

Respectfully submitted,

  
Carol L. Dunlavey, RN, MS, PNP  
Treasurer



# MARYLAND STATE SCHOOL HEALTH COUNCIL

c/o Baltimore County Public Schools, 6901 Charles Street, Towson, Maryland 21204

an advisory council to the

Maryland State Department of Health and Mental Hygiene and the Maryland State Department of Education

**Chair**

SHIRLEY A. STEEL, R.N., M.S.  
410-887-4214

**Vice Chair**

MICHAEL J. SCHAFFER, B.S., M.A.  
301-386-1500

**Treasurer**

CAROL L. DUNLAVEY, R.N., M.S., P.N.P.  
410-313-6600

**Secretary**

TERESA M. ALBRIGHT, B.S., M.Ed.  
410-592-9572

## TREASURERS REPORT June 30, 1994

<b>BEGINNING BALANCE</b>	<b>\$1901.79</b>
<b>INCOME</b>	
<del>DMH</del> <del>MSDE</del> Grant	\$3,500.00
<b>TOTAL INCOME</b>	<b>\$3,500.00</b>
<b>EXPENSE</b>	
Checking Account Charges	\$1.16
Comprehensive School Health Conference	\$3,000.00
Mailing Expense	\$13.66
Printing Expense	\$114.80
Supplies	\$63.50
Awards	\$100.89
Fall Conference Reservation Maritime Institute	\$2107.78
<b>TOTAL EXPENSES</b>	<b>\$5401.79</b>
<b>ENDING BALANCE</b>	<b>\$0.00</b>

Respectfully submitted,

*Carol L. Dunlavey*  
Carol L. Dunlavey, RN, MS, PNP  
Treasurer

The Executive Board consists of representatives of the Maryland State Department of Education; Maryland State Department of Health and Mental Hygiene; American Academy of Pediatrics, Maryland Chapter; Medical and Chirurgical Faculty of Maryland; Maryland State Department of Human Resources; Maryland Association of Boards of Education; Maryland Conference of Local Health Officers; Public School Superintendents Association of Maryland; Maryland Congress of Parents and Teachers; Maryland Nurses Association, Inc.; Maryland State Teachers Association; Maryland Council for American Private Education; Maryland State Dental Association; Maryland Council of Community Health Nursing Directors; Maryland Association of Elementary School Administrators; Maryland Association of Secondary School Administrators; Maryland Conference of Local Environmental Health Directors, and the general body of the Council, which includes two representatives appointed by each of the 24 local health and education departments.

**MARYLAND STATE SCHOOL HEALTH COUNCIL  
EXECUTIVE BOARD MEETING  
MINUTES: March 10, 1994**

3-10-94

**CALL TO ORDER:** The meeting was called to order by Council Chair, Shirley Steel, at 1:30 p.m., at the Greenwood Office - Baltimore County Public Schools, Board Room B.

**INTRODUCTIONS:** Board members introduced themselves.

**WELCOME TO NEW MEMBERS:** New members of the Council were announced.

**MINUTES:** The minutes of the Executive Board Meeting of January 13, 1994, were reviewed. Motion was made by Betty Reid, seconded by Michael Schaffer that they be approved; motion passed.

**TREASURER'S REPORT:** Carol Dunlavey. A complete report was presented and is filed. Balance: \$1903.72.

**GUEST:** Marilyn Goldwater, Executive Assistant for Health Issues, Governor's Office, was introduced and presented information concerning State health issues:

- Prevention efforts involving public and private partnerships,
- Distribution of publication, "Partners in Prevention - Maryland 1993",
- Explanation of the National Health Education Coalition,
- Next Governor's Health Summit: October 13, 1994,
- Possible formation of a Governor's Consortium involving the Maryland State School Health Coalition and the University of Maryland Center for Health Policy and Health Research,
- Purpose: Advocacy for State policy, not to introduce legislation or budget, collecting and disseminating data, grant writing,
- Someone from the Governor's Office to be responsible for day-to-day operations.

Chair, Shirley Steel, thanked Marilyn Goldwater for the presentation and offered assistance.

Plans for the October 13, 1994, Summit include:

Theme: "This Is Where We Are / This is Where We Are Going", students invited to participate. John Krager, M.D. suggested MSSHC co-sponsor the October Summit; Board agreed by consensus.

**MAY SCHOOL HEALTH SUMMIT UPDATE:** David Zauche. Comprehensive School Health Programs Summit sponsored by the American Cancer Society and MSSHC on May 2-4, 1994, in Ocean City, MD.: "Working Together for the Future" To date, 95 have registered for this invitational summit. Drafts of program were distributed. Speakers announced: Robert Gold, UMD, Shirley Jackson, USDE, Nancy Grasmick and Nelson Sabatini. "Welcome" videotape by Governor Schaefer and letter from him in packet. Council members were urged to seek contributions from their organizations toward the sponsoring of the Summit. List of invitees was presented; concern was expressed for balance of members in small groups.

**COMMITTEE REPORTS**

Program : Michael Schaffer, Chair. The next meeting of the MSSHC will be in the afternoon of May 4, 1994, in Ocean City. A report from the ACS/MSSHC-sponsored Summit will be given. Lunch on May 4 will be provided for the MSSHC Executive Board and General Body. After lunch the Annual Business Meeting will be held, followed by the Executive Board meeting.

Health Services: Virginia Beisler, Chair. The committee is coordinating information.

Health Education: Russell Henke, Chair. (No report.)

Environment: Barbara Conrad, Chair. Report by Beverly Gammage. Committee will meet after Legislative Session. Members: Genie Wessel and Laura Olsen (Fred. Co.), Pamela Montgomery (Montg. Co.), Ron Miller (How. Co.), Dan LaHart (A.A. Co.).

Public Relations / Awards: Joan Stine, Chair. Letters and forms have been sent to all appropriate parties for the May award.

**OLD BUSINESS**

Coalition For A Smoke-Free Maryland: Support called in by Chair, Shirley Steel.

Editorial change in Bylaws: Inclusion of "Med Chi" on the list of members of the Executive Board: Agreement by consensus. (Needed due to printing error.)

Report to ASHA for publication in newsletter: Chair sent in summary about the May Summit.

**NEW BUSINESS**

Appointment of new General Body member(s) will take place at the May 4, 1994 meeting.

State requirements for sports physicals: Eric Fine, M.D. noted that the present wording is archaic and should read that "physicians/nurse-practioners" be permitted to give physicals for interscholastic sports. Board agreed by consensus; a letter of support will be sent.

Addition of new Executive Board Members: Consideration is being given to the inclusion of volunteer organizations. John Krager, M.D., Betty Reid, Linda VanRooy, and David Zauche (American Cancer Society) spoke in favor. Debbie Somerville will chair the Bylaws Committee which will be appointed. Consideration is also being given to the inclusion of a representative from the Governor's Office.

Maryland has 99 members in ASHA. There must be 50 members from MSSHC for us to have a vote.

**ANNOUNCEMENTS**

Robert Wood Johnson Foundation Grant: \$100,000. has been awarded to Maryland. Project coordinators (to be announced) will begin in April. A committee will decide which counties will receive the grant.

Evaluation results for the November, 1993, Conference were circulated.

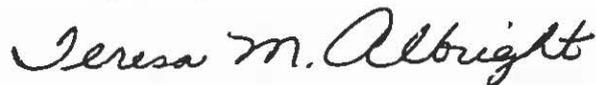
**MEMBERS PRESENT 3-10-94**

Shirley A. Steel  
Mary Shiner  
Beverly Gammage  
Virginia Beisler  
Michael J. Schaffer  
Teresa M. Albright  
Carol Dunlavey  
Betty Reid  
Linda VanRooy  
Maria Weiss  
Mary Keene  
Claudia Knowlton  
Debbie Somerville  
Eric Fine, M.D.  
Donald Torres (for Walter Finster)  
John Krager, M.D.

Guests: David Zauche, American Cancer Society  
Marilyn Goldwater, Governor's Office  
Debbie Lucas, Governor's Office

The meeting was adjourned by the Chair.

Respectfully submitted,



Teresa M. Albright, B.S., M.Ed., Secretary

# MARYLAND STATE SCHOOL HEALTH COUNCIL

TREASURERS REPORT  
March 10, 1994

<b>BEGINNING BALANCE</b>		<b>\$1911.59</b>
<b>INCOME</b>	0.00	
<b>TOTAL INCOME</b>	0.00	
<b>EXPENSE</b>		
Charge for checks	7.87	
<b>TOTAL EXPENSES</b>	7.87	
<b>ENDING BALANCE</b>		<b>\$1903.72</b>

Respectfully submitted,

*Carol L. Dunlavy*

Carol L. Dunlavy, RN, MS, PNP  
Treasurer

**MARYLAND STATE SCHOOL HEALTH COUNCIL  
EXECUTIVE BOARD MEETING  
MINUTES: January 13, 1994**

1-13-94

**CALL TO ORDER:** The meeting was called to order by Council Chair, at 1:30 p.m., at The Greenwood Office - Baltimore County Public Schools, Board Room B.

**WELCOME NEW MEMBERS:** The Chair announced that Debbie Somerville is the new appointment to the Board from MSDE.

**MINUTES:** The minutes of the Meeting of the General Body and the Executive Board Meeting of November 10, 1993, were distributed. The minutes of the Executive Board Meeting were reviewed. Motion was made by Michael Schaffer, seconded by Linda VanRooy that they be approved; motion passed.

**TREASURER'S REPORT:** Carol Dunlavey. A complete report was presented and is filed. Balance: \$1911.59.

**CHAIRPERSON'S REPORT:**

ASHA: Letter sent to Dana Davis in support of their proposal for a cooperative agreement award from Centers for Disease Control and Prevention.

Coalition for Smoke-Free Maryland: Letter sent in support. We are now listed as a member of the coalition.

The Chair declared that a quorum was present.

**COMMITTEE REPORTS**

Health Services: Carol Dunlavey reporting. Committee is reviewing the Standards.

Health Education: Michael Schaffer, Chair. New Chair will be appointed.

Environment: Barbara Conrad, Chair. No report.

Public Relations / Awards: Joan Stine, Chair. No report.

Program: Michael Schaffer, Chair. Described the general characteristics of the Fall and Spring Conferences.

Outlined the strategy for Health Summits sponsored by the American Cancer Society, first as a National Conference, and then for each state. Introduced David Zauche, American Cancer Society, who gave information about the "invitation only" May 2 - 4, 1994, Maryland Comprehensive School Health Summit in Ocean City, Md. A replication of the National Summit concerning Education and

Conference announced by Lani Majer, M.D. : Maryland Interdisciplinary Council for Children and Adolescents and the Department of Pediatrics of the Greater Baltimore Medical Center: "The Impact of Poverty on Children: The Failure of the Family or the Failure of the System?" , January 22, 1994. Motion made by Carol Dunlavey and seconded by Lani Majer, M.D. that the MSSHC Chair should contact the MD Interdisciplinary Council for Children and Adolescents re: supporting their annual conference. Motion Passed.

The Robert Wood Johnson Grant has been awarded to Maryland for a year of planning. A director will be appointed.

On the agenda for the March 10, 1994, meeting:

Appointment to replace Isabelle Williams, member of the General Body from Baltimore City (Health).

How does the health reform movement affect Maryland?

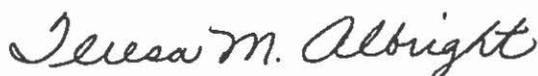
**MEMBERS PRESENT 1-13-94:**

Shirley A. Steel  
Eric Fine, M.D. (for John Krager, M.D.)  
Carol Dunlavey  
Linda VanRooy, R.D.  
Lani Smith Majer, M.D.  
Michael J. Schaffer  
Betty Reid  
Teresa M. Albright  
Debbie Somerville  
Maria Weiss  
Mary Shiner

Guest: David Zauche, Am. Cancer Society

The meeting adjourned at 3:15 p.m.

Respectfully submitted,



Teresa M. Albright, B.S., M.Ed., Secretary

# MARYLAND STATE SCHOOL HEALTH COUNCIL

TREASURERS REPORT, JANUARY 13, 1994

A new checking account was opened at First Union Bank. Our previous bank, First American, has been bought out by First Union and the previous account had been closed by the new bank.

## INCOME

MSDE grant \$3000.00

Refund from Dr. Krager  
for ASHA meeting \$768.67

**TOTAL \$3768.67**

## EXPENSE

Baltimore County Grant Fee \$60.00

Lamb Awards  
Fall Meeting \$130.45

Lamb Awards  
Fall Meeting \$110.93

Ellen Schaffer  
Fall Meeting Sec Services \$459.20

Hunt Valley Inn  
Fall Meeting \$901.10

Shirley Steel  
Fall Meeting Expenses \$195.40

**TOTAL EXPENSES \$1857.08**

**BALANCE \$1911.59**

Respectfully submitted,



Carol L. Dunlavey, RN, MS, PNP  
Treasurer

**MARYLAND STATE SCHOOL HEALTH COUNCIL  
EXECUTIVE BOARD MEETING  
MINUTES: NOVEMBER 10, 1993**

**CALL TO ORDER:** The meeting was called to order by Council Vice Ch  
Michael J. Schaffer, at 2:30 p.m., at Marriott's Hunt Valley Inn.

11-10-93

**MINUTES:** The Executive Board Minutes of the August 12, 1993, meeting were approved as submitted.

**TREASURER'S REPORT:** Carol Dunlavy: Dr. John Krager will be returning \$800. from the American School Health Association convention. There is \$0. balance.

**COMMITTEE REPORTS**

Health Education: Michael J. Schaffer, Chair. Consideration: Expansion of MSSHC membership and open membership.

Health Education: Gene Saderholm, Chair: Report submitted. Reviewing and revising of the School Health Manual for parts which are obsolete or in noncompliance with the "School Health Standards". Drafts of all proposed changes to the Executive Board by January, and to the General Body in the Spring.

Environmental: Barbara Conrad, Chair. (newly appointed). No report at this time.

Public Relations/Awards: Joan Stine, Chair. Discussion : How shall we award for recognition: one or more? Publicity about winners: Through outreach of MSDE / local papers / recipients on local Board agenda.

Program: Michael J. Schaffer, Chair. Planning Comprehensive Spring Health Summit with David Zauche (American Cancer Society) for May 2 - 4, 1994 in Ocean City. Dr. Nancy Grasmick and Mr. Nelson Sabatini are on the agenda. The Governor will attend and make remarks.

Suggestion for Fall Meeting: Inclusion: What are the Students' Needs?

**OLD BUSINESS:** None.

**NEW BUSINESS**

A motion was made by Lani Majer, M.D. and seconded by John Krager, M.D. that MSSHC send a letter of support for the ASHA grant application to Center for Disease Control for Comprehensive School Health Programs. Motion unanimously approved. Programs would include workshops for HIV education. Consideration: Do we want them to conduct a workshop for us?

People completing service to MSSHC will receive certificates of appreciation.

**MEMBERS PRESENT 11-10-93:**

Teresa M. Albright  
Linda VanRoy  
Joan Stine  
John M. Krager, M.D.  
Barbara Conrad  
Gene Saderholm  
Virginia M. Beisler  
Mary Shiner  
Carol Dunlavey  
Lani Smith Majer, M.D.  
Claudia Knowlton  
Maria Weiss

The meeting was adjourned at 3:06 p.m.

Respectfully submitted,

*Teresa M. Albright*

Teresa M. Albright, B.S., M.Ed., Secretary

**MARYLAND STATE SCHOOL HEALTH COUNCIL  
EXECUTIVE BOARD MEETING  
MINUTES: AUGUST 12, 1993**

**CALL TO ORDER:** The meeting was called to order by Council Chair, S at 1:40 p.m., at the Greenwood Office of the Baltimore County Board of Education. A quorum was present.

8-12-93

**INTRODUCTION OF NEW OFFICERS:** The following new officers were introduced and welcomed by the new Chairperson, Shirley Steel, R.N., M.S.:

Vice Chair: Michael J. Schaffer, B.S., M.A.  
Secretary: Teresa M. Albright, B.S., M.Ed.  
Treasurer: Carol L. Dunlavey, R.N., M.S., P.N.P.

The Chair extended an expression of appreciation to Dr. John Krager for his years of dedicated service as Chair of the Council.

**WELCOME TO ALL NEW MEMBERS:** All new members were welcomed; all Executive Board members introduced themselves.

**MINUTES:** The Executive Board minutes of the June 4, 1993, were approved as circulated.

**TREASURER'S REPORT:** The treasurer's Report was accepted as follows:

**Deposits/Disbursements:**

Dr. Krager for ASHA Convention	\$1500.
American Cancer Society for Spring Summit	\$3407.
Marriott's Hunt Valley Inn for November 10, 1993 meeting (incl. continental breakfast and lunch)	\$1000.
Balance: \$0.	
Checking: \$0.	
There are no outstanding bills.	

**MEMBERSHIP:** Dr. Krager has sent letters to organizations needing to appoint representatives for a new term. When responses have been received in the fall, the roster will be revised.

**ANNUAL REPORT:** The annual Report for Fiscal 1992 -1993 was presented by Dr. Krager; copies were distributed. (Copy attached for the record.)

**COMMITTEE REPORTS**

**Health Education:** Michael J. Schaffer, Chair. School systems are gearing up to implement the Health Education requirement; this must be completed over the next four years. Nancy Hudson has been hired by MSDE to supervise teacher training for Comprehensive Health Training. (Because Michael has been elected as Vice Chair / Program Committee Chair, a new person will be appointed to chair the Health Education Committee; Michael will review candidates.)

Health Services: Pat Fretz has retired. A new Chair will be appointed.

Environmental: A Chair will be appointed.

Public Relations / Awards: Joan Stine, Chair. The committee is pleased with the several awards which were presented. It was suggested that candidates be selected from a larger circle, including promoters and legislators who work for the advancement of health education issues. Structure of awards will be considered; certificates of appreciation can be included.

Program: Michael J. Schaffer, Chair. The Fall Meeting for Executive Board and General Body Members will be held on November 10, 1993. Program consideration: Legislation regarding youth access to tobacco. Suggested format to include two sessions each, for morning and afternoon; may include speaker at lunch. Joan Stine gave an update on the state-wide Smoking Coalition led by Dr. Wasserman. Motion made by Michael Schaffer, seconded by Joan Stine: That the Maryland State School Health Council join The Coalition for a Smoke-free Maryland. Motion Passed.

#### OLD BUSINESS

American School Health Association: Only 18 of our members belong to ASHA - insufficient for voting rights on the Board of Governors. Dr. Krager will represent us at ASHA this year, meeting in Pittsburgh.

School Nurse Institute Program: Approximately 115 attended the SNIP skill-building sessions. Dr. Krager was on the program. Shirley Steel presented the address.

Wellness Conference: Michael Schaffer reported that 290 paying attendees participated in the July 25 - 30, 1993 conference. Program: Alcohol and Drug Prevention. Every county was represented. MSDE voted to support it. The Maryland Wellness Foundation is applying for a conference grant. Next conference will be July 24 - 29, 1994.

#### NEW BUSINESS

Robert Wood Johnson Foundation Grants for school-based health centers will come through the state to the counties. only five counties have been included so far. The first year will be for planning Grants will be for ten states: four sites per state in two subdivisions. \$124,000 /year/site.

Program Award for Fall Meeting: Letters will be sent to superintendents, health officers and Council members.

The Maryland Health Education Consortium Fall Summit (planned by the Governor's Committee) will be on November 30, 1993, at the University of Maryland, Adult Education Center.

Health Summit (state-wide), planned by the Cancer Society will be at the Sheraton, Ocean City, May 2 - 4, 1994. Focus: Comprehensive School Health. MSSHC will have a business meeting first; our Spring Meeting will be on May 4, 1993, including a luncheon, keynote speaker, and meeting summation. After the session, the Executive Board will meet.

Meeting with Dr. Grasmick and Mr. Sabatini will be planned with Shirley Steel and Dr. John Krager.

Preparation of Conference Materials: Michael Schaffer reported that Mrs. Schaffer would be able to prepare them.

Program Committee will meet prior to the Conference.

Dates for Future Meetings:

November 10, 1993 Fall Meeting for MSSHC Members  
and Executive Board Meeting

January 13, 1994, 1:30 p.m.

March 10, 1994, 1:30 p.m.

May 2 - 4, 1994, (Cancer Society Health Summit)  
MSSHC Spring Meeting  
Executive Board Meeting

July 14, 1994, 1:30 p.m.

**MEMBERS PRESENT 8-12-93:**

Shirley A. Steel  
Carol Dunlavey  
John M. Krager, M.D.  
Joan Stine  
Teresa M. Albright  
Michael J. Schaffer  
Betty A. Reid  
Virginia Beisler

The meeting was adjourned by the Chair.

Respectfully submitted,

*Teresa M. Albright*

Teresa M. Albright, B.S., M.Ed., Secretary