



DELAWARE COUNTY PUBLIC HEALTH SERVICES

99 MAIN STREET, DELHI, NEW YORK 13753

Amanda Walsh, MPH Public Health Director

607-832-5200 Fax 607-832-6021

Early Intervention & Preschool Fax: 607-832-6022

Health Services Advisory Board Minutes

Meeting Date/Time:	January 25, 2024 10:06am	
Attendees/Title:		
Arthur Merrill, Town of Colchester Supervisor	Amanda Walsh, Public Health Director	
Joseph Cetta, Town of Walton Supervisor	Wayne Marshfield, Town of Hamden Supervisor	
Dr. Rohan Jayasena, Medical Director	Tristan Sharratt, Medical Advisor	
Elizabeth Green, Community Member	Wayne Shepard, Office of the Aging	
Christina Gardner, Accounting Supervisor	Sara Anderson, Health Education Program Coordinator	
Emma Hynes, Program Coordinator		

Topic:	Discussion:	Action:
Introductions	Recently appointed Medical Advisor, Tristan Sharratt, and new employees, Sara Anderson and Emma Hynes, were introduced to the committee.	
Approval of Minutes	The November 9, 2023 minutes were approved as written.	Moved: Art Second: Wayne Vote:Ayes-3,Noes-0
Public Health Programs Update		
Environmental Health Update		
Children's Program Update		
Quality Assurance/ Incident Reports	The 2023 3 rd quarter quality assurance report and incident reports were reviewed and approved by the committee.	Moved: Joe Second: Art Vote:Ayes-3,Noes-0



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Updated Policies	Updated policies were approved as written. (see attached)	Moved: Wayne Second: Art Vote:Ayes-3,Noes-0
Staffing Update		
Public Health Infrastructure Grant		
Fiscal Report		
Other	Five travel/training authorizations were approved.	Moved: Wayne Second: Art Vote:Ayes-3,Noes-0
Meeting Adjourned at: 11:16am		

Health Services Advisory Board Policy and Procedure List

Date: January 25, 2024

Approved	Need Corrections	Policy Name
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Accident Incident Reporting - update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Case Management of LPPP - update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	County Care Assignment & Mileage Claims - update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	CYSHCN Referral & Enabling Services (Care Coordination) - update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	CYSHCNSS Diagnostic & Evaluation Program Guidelines - update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	CYSHCNSS Medical Treatment Program Guidelines - update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	EI-PSEP Provider Child Abuse Register Data Base Inquiry - new
<input checked="" type="checkbox"/>	<input type="checkbox"/>	EI Provider Agency Services Auditing - update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Grant Equipment Management - update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Personnel Requirements (Records, Health & Performance Evaluations) - update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Physical Safeguards - update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	QA Program - update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Rabies Specimen Handling and Submission for Testing - update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Staff Recruitment and Retention, Including Incentives
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Supervision of Professionals - update
<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	1 of 1

ADDITIONAL NOTES: