



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:	June 18, 2020 10:00am - Via Zoom	
Attendees/Title:		
Betty Scott, Town of Masonville	Arthur Merrill, Town of Colchester Supervisor	
Wayne Marshfield, Town of Hamden Supervisor	Joseph Cetta, Town of Walton Supervisor	
Dr. Rohan Jayasena, Medical Director	Terry Whitney, Office of the Aging	
Jeanette Hinkley, Community Member	Amanda Walsh, Public Health Director	
Christina Gardner, Accounting Supervisor	Tina Mole, Chairman Board of Supervisors	
Guest: Meghan, Student SUNY Albany school of Public Health		

Topic:	Discussion:	Action:
Approval of Minutes	The January 16, 2020 and March 19, 2020 minutes were approved as written.	
COVID 19	<p>Otsego County and the Mohawk Valley Region have had current increases in their COVID-19 positive cases. This region is approaching their rate threshold to stay open. Positives in Otsego and neighboring county's may affect surrounding counties as those counties can have contacts of their positive cases that require quarantine. We also utilize the same hospitals and it would negatively affect us if these hospitals were to reach their capacity thresholds.</p> <p>We are currently operating using a hybrid system for our COVID tracking/monitoring. We are using our established paper system (legal record) and we now have to use a new CommCare computerized tracking system rolled out by NYSDOH. The emailed orders sent via CommCare are deemed official legal orders so we utilize mailing paper orders unless the individual requests email. We have had a few people bordering on non-compliance. Maintaining both of these systems creates more work for our staff. A few counties have</p>	



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refused to use the CommCare system but we have been putting in the work to use it as it could be tied to future funding and if we want state employed CommCare staff to assist in the future we will need to utilize it.

NYS has had daily briefings and we are required to submit data to the state daily via spreadsheets. It is a lot of work and staff time to keep up to date with NYS. There have already been multiple changes in the spreadsheets and the CommCare system NYS is requiring. All of these updates and changes makes our work more time consuming.

Our office has been staffed 7 days a week and we are currently utilizing a double on-call system to have the appropriate staff available after hours. NYS has been calling myself requesting information at 9:30-10:00pm. Governor Cuomo has made many announcements on weekends with little to no guidance. This creates many phone calls to our office asking how to interpret his announcement and what needs to be done. All of this requires a lot of work to be done outside of normal office hours.

We have been working closely with schools. Schools are seeking guidance and approval for their graduation plans. Special Education is now allowed to happen face-to-face. This affects our preschool 4410 programs and independent providers. There is very little guidance and a lot of stipulations. Some area preschool programs are considering opening for the summer session. Groups will need to be smaller so they need to determine if they add more classrooms or allow less students? If so, how do you determine which students attend in person class? NYS is not going to give further guidance on special education based student transportation so the CDC guidelines are all we have right now. There remain lots of questions on how to provide education at this time.

We are consistently working with hospitals on testing and supplies. Most supplies have become available via normal supply chains and agencies are no longer requesting from NYS.



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Our district office is working with camps. Overnight camps are not allowed this summer but day camps can operate.

Mass gatherings remain an issue. NYS still has gatherings limited to 50 people through July 6. When evaluating a gathering's risk factor, we consider the 3 Ds; Diversity, Distance and Duration. There are several mass gathering events planned in our area that are a concern. Ed Rossley of the Delaware County Fair Board has asked for our guidance. We will be issuing letters outlining the risks and concerns to the organizers of these events. In response to Joe Cetta Mandy stated that she anticipates the ban on mass gatherings will be extended beyond July 6 but cannot say for sure as it's up to Governor Cuomo. The Delaware County fair is one of our most significant events of the year. Wayne inquired if the decision to cancel could be delayed. Many county fairs held in August have already been postponed or cancelled. There is a lot of time required by the fair board and vendors to make the fair happen each year. To host a fair safely this year would require extra time, money, staffing and planning to work through issues with hand washing, sanitization, tracking and changes to how food would be served. Some counties are trying to find ways to put a different spin on the "fair" to recognize agriculture without the traditional mass gathering "fair". Some are considering a by appointment only fair where people would be required to give name and contact information should a contact investigation need to occur.

Tina reported that our numbers remain good for our Region. Right now we are doing fine.

Wayne inquired if a Delaware County resident dies in a hospital in another county whose statistics does that death belong to. Mandy explained that as a county with only critical access hospitals our COVID patients get transferred out to larger hospitals in other counties. We reach out to the hospitals on the status of those we are monitoring and should they pass away we report that as a death in our statistics as they were our resident. As a whole death certificate data is reported by the county in which the death occurs. This is one reason why our numbers do not match the state reported numbers. Tina stated that our daily press releases are much appreciated.



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<p>Preschool</p>	<p>The committee approved keeping our related service rates for the upcoming school year at \$60 per half hour.</p> <p>The way the regulations are written for center based 4410 programs, the program receives payment if a child attends or not. This means that we have been paying tuition to these centers even while they have been closed.</p> <p>Transportation to center based programs is paid on a fee for service model so our transportation companies have not been getting paid. Transportation for the upcoming year will have new regulations that will need to be accommodated. Our transportation companies have indicated that they will require a rate increase to accommodate the changes and be ready to transport children in the fall. Transportation won't be ready for summer programs so if any programs do open they will need to be self-transport. Our current transportation contracts end August 31, 2020 but we have the option to renew for another year. We have discussed with VMC the possibility of a COVID amendment to our current transportation contracts which could remain in effect for the period of time of the increased regulations due to COVID.</p> <p>The committee decided to do a survey of all parents to see if any would prefer or be willing to self-transport. Once we have this information there will be a separate committee meeting to discuss transportation issues and funding.</p>	
<p>Public Health Update</p>	<p>Our monthly immunization clinic will resume July 14th, 2020. All patients will be prescreened via phone the day before and then in their vehicles on the day of. Only one parent/guardian will be allowed in with any children.</p> <p>Our Rabies grant only requires us to do 3 clinics each year but we typically do many more and they are generally done during the summer months. Our normal clinics would be considered mass gatherings so they have been cancelled. We are working to set up a clinic by appointment at the Heart of the Catskills Humane Society in Delhi. Once contracts are in place and details have been finalized we will publicize this clinic.</p>	



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	<p>We have had some respiratory outbreaks in community homes. These outbreaks are not abnormal but have put a strain on staffing while we are also dealing with COVID.</p> <p>We are working to get our past due grant reports caught up. COVID activities can be claimed to our Public Health Emergency Preparedness grant. Our opioid grant has been renewed for another year at \$72,000.</p> <p>Digital copies of our Community Health Assessment are available on our website.</p>	
Fiscal Report	<p>Christina reviewed the fiscal report. (see attached)</p> <p>The 2019 transportation costs were \$26,744.73 over budget. This was offset within the preschool program as tuition costs were under budget by \$147,237.86. Overall 2019 was less expensive than 2018 by \$171,100.66.</p> <p>We have not yet completed our 1st quarter grants or state aid so our revenue is very low and not accurate to what we expect to receive. Most of our expenses so far are in our accounts with salary costs (4012, 4059 & 4060). We know that salary will exceed our budgeted amounts in 2020.</p> <p>Our costs will greatly exceed our budget this year due to COVID but we also have anticipated revenue to help offset these costs:</p> <ul style="list-style-type: none"> • FEMA will reimburse 75% of COVID response activities which are not funding by another source. • If we receive an “Imminent Threat to Public Health” designation our COVID costs exceeding our state aid cap will be paid at 50% instead of the typical 36%. • COVID response grant awarded at \$95,373.00 	
Resolutions/Equipment Authorizations	<p>The following resolutions were approved:</p> <ul style="list-style-type: none"> • Receipt of COVID19 Response Grant Funding • Receipt of Additional Opioid Grant Funding 	



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	<ul style="list-style-type: none"> • Surplus Vehicle No Longer Necessary for Public Use <p>The following Equipment Authorizations were approved:</p> <ul style="list-style-type: none"> • iPhones • Xerox Copier 	
Quality Assurance	The 2019 4 th quarter quality assurance report and incident reports were reviewed.	
Corporate Compliance	<p>The provider who has been serving a probationary period for questionable documentation met all conditions of probation and restrictions. We will end her probation and continue forward with her contract but will put in place an internal limit on her caseload capacity.</p> <p>Mandy will be submitting justification for all of her time and work. As COVID cases decrease working every day on weekends/holidays has become less. Mandy has been working numerous hours in excess of 35/week. Has been working on days she has tried to take off and has received no compensation or retirement credit for the extensive work that she has been doing for months.</p> <p>Many committee members thanked Mandy and our staff for their hard work handling this difficult pandemic.</p>	
Meeting Adjourned at: 11:53am		

Respectfully Submitted By,

Amanda C. Walsh, MPH
Public Health Director

**Delaware County Public Health Services
Summary of Revenues & Expenditures
January 1, 2019 - December 31, 2019**

	REVENUES			EXPENDITURES			BUDGETED	ACTUAL
	BUDGET	ACTUAL	%	BUDGET	ACTUAL	%	NET COST	NET COST
14012 PUBLIC HEALTH	668,855.45	691,648.64	103%	1,147,698.40	1,006,115.89	88%	478,842.95	314,467.25
14013 IMMUNIZATION	31,550.00	35,885.46	114%	18,967.02	16,365.81	86%	(12,582.98)	(19,519.65)
14035 FAMILY HEALTH PLAN SERVICES	18,000.00	19,277.20	107%	7,175.00	4,059.10	57%	(10,825.00)	(15,218.10)
14042 RABIES CONTROL	16,000.00	15,655.50	98%	26,400.00	10,638.64	40%	10,400.00	(5,016.86)
14046 PHYSICALLY HANDICAPPED	2,575.00	493.00	19%	5,000.00	1,242.36	25%	2,425.00	749.36
14050 CHILDHOOD LEAD SCREENING	27,379.00	27,512.74	100%	3,500.00	3,244.26	93%	(23,879.00)	(24,268.48)
14051 CAR SEAT SAFETY PROGRAM	20,500.00	9,846.39	48%	27,350.00	19,200.01	70%	6,850.00	9,353.62
14054 SOCIAL HYGIENE	0.00	0.00	N/A	15,000.00	8,797.76	59%	15,000.00	8,797.76
14059 EARLY INTERVENTION PROGRAM	240,500.00	186,123.51	77%	567,265.98	429,784.27	76%	326,765.98	243,660.76
14060 CPSE 3-5	1,289,000.00	1,333,119.83	103%	2,878,512.00	2,617,239.79	91%	1,589,512.00	1,284,119.96
14070 CHILD HEALTH PROGRAM	1,000.00	805.00	81%	3,300.00	828.60	25%	2,300.00	23.60
14074 OTHER COMMUNICABLE DISEASES	0.00	0.00	N/A	2,000.00	646.35	32%	2,000.00	646.35
TOTALS	2,315,359.45	2,320,367.27	100%	4,702,168.40	4,118,162.84	88%	2,386,808.95	1,797,795.57

**Delaware County Public Health Services
Summary of Actual/Budgeted Net Cost
5 Year Comparison**

	2015		2016		2017		2018		2019	
	BUDGETED NET COST	ACTUAL NET COST	BUDGETED NET COST	ACTUAL NET COST	BUDGETED NET COST	ACTUAL NET COST	BUDGETED NET COST	ACTUAL NET COST	BUDGETED NET COST	ACTUAL NET COST
14010 PUBLIC HEALTH NURSES	0.00	0.00	0.00	(520.76)	0.00	0.00	0.00	0.00	0.00	0.00
14012 PUBLIC HEALTH	465,144.83	275,626.00	438,407.41	300,615.59	433,791.38	302,309.78	486,200.83	325,586.30	478,842.95	314,467.25
14013 IMMUNIZATION	(18,100.00)	(25,104.03)	(17,750.00)	(30,493.57)	(17,550.00)	(21,198.21)	(19,350.00)	(24,032.36)	(12,582.98)	(19,519.65)
14016 LONG TERM HOME HEALTH CARE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
14035 FAMILY HEALTH PLAN SERVICES	(10,745.00)	(7,018.83)	(10,350.00)	(12,472.67)	(10,350.00)	(16,176.86)	(11,175.00)	(10,520.26)	(10,825.00)	(15,218.10)
14042 RABIES CONTROL	20,400.00	(555.46)	20,800.00	3,486.53	21,650.00	(6,516.56)	17,500.00	(3,215.30)	10,400.00	(5,016.86)
14046 PHYSICALLY HANDICAPPED	4,700.00	213.18	4,700.00	0.00	4,700.00	0.00	4,700.00	0.00	2,425.00	749.36
14050 CHILDHOOD LEAD SCREENING	(20,595.00)	(19,406.36)	(20,445.00)	(29,791.64)	(22,198.00)	(27,133.20)	(23,798.00)	(29,174.40)	(23,879.00)	(24,268.48)
14051 CAR SEAT SAFETY PROGRAM	8,000.00	7,654.65	8,000.00	11,021.84	8,800.00	7,642.58	2,050.00	3,844.85	6,850.00	9,353.62
14054 SOCIAL HYGIENE	16,500.00	16,505.43	20,000.00	12,333.86	20,000.00	8,561.59	18,000.00	6,892.58	15,000.00	8,797.76
14059 EARLY INTERVENTION PROGRAM	398,432.70	247,213.77	369,871.08	235,800.21	349,388.09	227,882.15	300,485.22	274,900.05	326,765.98	243,660.76
14060 CPSE 3-5	1,707,784.00	1,122,136.58	1,764,279.44	1,096,231.51	1,686,297.60	1,125,713.35	1,525,740.00	1,424,176.98	1,589,512.00	1,284,119.96
14070 CHILD HEALTH PROGRAM	4,200.00	(285.42)	4,200.00	(67.17)	4,100.00	842.71	4,100.00	357.48	2,300.00	23.60
14074 OTHER COMMUNICABLE DISEASES	2,500.00	810.78	2,500.00	172.48	2,500.00	81.34	2,050.00	80.31	2,000.00	646.35
TOTALS	2,578,221.53	1,617,790.29	2,584,212.93	1,586,316.21	2,481,129.07	1,602,008.67	2,306,503.05	1,968,896.23	2,386,808.95	1,797,795.57
Budget - Actual Net Costs		960,431.24		997,896.72		879,120.40		337,606.82		589,013.38

Year	Actual Net Costs
2013	\$ 2,107,193.81
2014	\$ 1,602,202.79
2015	\$ 1,617,790.29
2016	\$ 1,586,316.21
2017	\$ 1,602,008.67
2018	\$ 1,968,896.23
2019	\$ 1,797,795.57