



Public Health
Prevent. Promote. Protect.

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:	November 19, 2020 10:15am	
Attendees/Title:		
Eugene Pigford, Town of Sidney Supervisor	Arthur Merrill, Town of Colchester Supervisor	
Joseph Cetta, Town of Walton Supervisor	Wayne Marshfield, Town of Hamden Supervisor	
Dr. Rohan Jayasena, Medical Director	Edward Bartos, District Office	
Amanda Walsh, Public Health Director	Christina Gardner, Accounting Supervisor	
Tina Mole, Chairman Board of Supervisors		

Topic:	Discussion:	Action:
Approval of Minutes	Approval of the September 10, 2020 minutes was tabled.	
Public Health Programs Update	<p>We have been trying to catch up on regular Public Health work on top of all of the COVID work. Our typical Communicable Disease program has been slower than usual. This may be attributed to all of the masks/social distancing/screening protocols in place due to COVID. However, we still see STDs and cases of food borne illnesses happening. We have increased our Per Diem nursing staff for COVID support, but they are not currently trained to do regular communicable disease work. We are trying to schedule our communicable disease staff 1-2 days a week to catch up in these programs. We do not have an epidemiologist position so Mandy has been functioning as both the director and epidemiologist simultaneously.</p> <p>Our public health grant programs are asking for past due quarterly reports. Health Departments are behind in their typical reporting due to all of the extra work/extra days/extra hours necessary to manage the emergency. Tracking all of our work and keeping the reporting up to date has been very difficult.</p>	



Public Health
Prevent. Promote. Protect.

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

	<p>Our Community Health Assessment (CHA) has many activities that we had planned to conduct but have needed to postpone or cancel due to the emergency and COVID restrictions. Many of our partners including OFA and our local hospitals have not been able to complete their plans due to the extra work from the pandemic. Our progress report is much smaller than we would typically submit. The committee approved the CHA progress report submission.</p> <p>Our Maternal Child Health program is currently on hold. We will assist new parents who have questions via phone calls but are not visiting homes with new babies at this time.</p>	
Corporate Compliance	<p>Mandy reviewed the corporate compliance annual report with the committee. This year we had a preschool provider who served a probationary period for documentation issues. The annual training of staff is currently underway. Corporate compliance is required to be certified annually. This process is changing from one agency certification in November of each year to individual certifications by date of when their Medicaid number was issued.</p>	
Approval of Policies	<p>Annual review of policy binders was approved. (see attached)</p>	
Quality Assurance	<p>The review of the 2020 2nd quarter quality assurance report was tabled.</p>	
Resolutions/Equipment Authorizations	<p>One of our two copier/fax/printer machines has been used more extensively this year and is not functioning properly to keep up with our current work demand. Even though we just recently completed the 2021 budget we may need to add a new copier/fax/printer machine to the 2021 budget.</p> <p>One travel/training authorization was approved.</p>	
Environmental Update	<p>Ed Bartos shared that the District Office works in conjunction with 3 county health departments. They are receiving many complaints regarding restaurants. They are trying to regulate facilities that they typically permit, which has been a transition. They have been working with establishment owners to ensure they understand what the regulations are and that they understand how to properly clean and disinfect especially if they have had ill employees. Hopefully the education works before fines or suspending permits is required. A</p>	



Public Health
Prevent. Promote. Protect.

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

	<p>few facilities have had to stop operations multiple times. One establishment had 11 cases linked to it. District office staff have met with these facilities and reviewed the regulations word for word. In-person dining is higher risk activity due to more droplet transmission and length of time. The main goal is to help food establishments to keep operating safely.</p> <p>Lead cases increased last October with regulation changes, dropped down a bit and is now on the rise again. The 3 counties lead cases is keeping district office staff very busy.</p>	
Approval of Policies	Updated policies were approved as written. (see attached list)	
COVID Update	<p>Cases have increased and are remaining steady at a higher level. Our current positivity rate is 1.6%. Positivity rate is calculated by dividing total COVID testing numbers by the total COVID positive case numbers.</p> <p>We are working to produce video clips to provide education about safety precautions for indoor gathering.</p> <p>We are working with SUNY Delhi on their Exit plan for this semester and Return plan for next semester including a later start date and new specific testing requirements. This is an attempt to limit outbreaks. SUNY Delhi has been testing all on-campus students and will test them all before Thanksgiving as per their Exit plan. SUNY is looking to have students return late January or early February. SUNY will have testing procedures and protocols in place prior to students returning to campus. Many classes will still be online for spring semester.</p> <p>We are consistently working with all Delaware County K-12 school and BOCES districts. Some schools have had remote days due to positive cases. Many of our schools have very limited testing capabilities and would need to go fully remote if the county were ever to be in a yellow zone.</p> <p>With the holidays around the corner, the governor has limited gatherings to 10. We want to be sure people get the message that if they are not feeling well they should not attend</p>	



Public Health
Prevent. Promote. Protect.

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

	<p>gatherings, even if invited. They need to think about what it would mean to go and spread illness to loved ones.</p> <p>New York State has a large vaccination plan divided into phases on their website. It contains many components and is still being worked on. Currently there are two vaccine types with Emergency Use Authorizations (EUA) in the U.S., Moderna and Pfizer vaccine. Each has different storage requirements. Most facilities do not have the ability to store at the lowest temperatures required of the Pfizer vaccine. Hospitals and healthcare workers will be receiving the vaccine in the first phase.</p> <p>We submitted a vaccine plan, which is limited as we have limited capacity to run mass clinics while maintaining emergency pandemic operations at our office. Even large counties are having difficulty performing the endless amount of tasks we are being asked to do. Our plan is very general and many details are still being decided.</p>	
Fiscal	Most grants have been billed through June. We are behind due to extra activities asked of our office. FEMA requires we separate all overtime hours from regular hours which is one more layer of tracking needed to be done. Working to get fiscal and grants up to date.	
2021 Meeting Dates	We will stick to Thursday meetings at 10:00. Our next meeting will be January 21, 2021 and an email will be sent out to everyone with meeting dates for 2021.	
Other	The 2019 Annual Report has not been completed. We may produce 1 report for both the 2019/2020 years.	
Meeting Adjourned at: 11:37am		

Respectfully Submitted By,

Amanda C. Walsh, MPH
Public Health Director

**DELAWARE COUNTY PUBLIC HEALTH
POLICIES AND PROCEDURES**

Administrative Structure and Oversight (Binder 1)

- Compliance Program
- LHCSA
- HIPAA
- Personnel
- Job Descriptions

Public Health Programs (Binder 2)

- Car Seat Safety Program
- Communicable Disease Program
- Hepatitis Program
- Immunization Program
- Lead Poisoning Prevention Program (Childhood)
- Maternal Child Health Program
- Newborn Policies
- Rabies Program
- STD Program
- TB Program

Children's Programs (Binder 3)

- CSHCN/PHCP Program
- Preschool Program
- EI Program

Exposure Control Plan

Annual Review

Health Services Advisory Board – approved

11/19/2020

[Signature]
Committee Chairperson

12/18/20
Date

Health Services Advisory Board Policy and Procedure List

Date: November 19, 2020

Approved	Need Corrections	Policy Name
<input checked="" type="checkbox"/>	<input type="checkbox"/>	CYSHCN & CYSHCNSS Reporting and Program Evaluation
<input checked="" type="checkbox"/>	<input type="checkbox"/>	CYSHCN Referral Enabling Services (Care Coordination)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	CYSHCNSS Client Billing and Agency Reimbursement
<input checked="" type="checkbox"/>	<input type="checkbox"/>	CYSHCNSS Dental Treatment Program Guidelines
<input checked="" type="checkbox"/>	<input type="checkbox"/>	CYSHCNSS Diagnostic Evaluation Program Guidelines
<input checked="" type="checkbox"/>	<input type="checkbox"/>	CYSHCNSS Medical Treatment Program Guidelines
<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	

ADDITIONAL NOTES: