



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 8, 2022 10:05am	
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	
Betty Scott, Town of Masonville Supervisor	Edward Bartos, District Office	
Dr. Rohan Jayasena, Medical Director	Christina Gardner, Accounting Supervisor	
Wayne Shepard, Office of the Aging	Elizabeth Green, Community Member	
Mary Crisafulli, The Reporter		

Topic:	Discussion:	Action:
Introductions	Mandy introduced our new community member, Elizabeth Green, to the committee.	
Approval of Minutes	The 3/10/22 and 5/19/22 minutes were reviewed and approved as written.	
2021 Annual Report	Mandy reviewed the 2021 Annual Report. The committee approved the annual report with the correction of one typo on page 21.	
Public Health Programs Update	<p>COVID Changes</p> <ul style="list-style-type: none"> • The COVID Virtual Call Center (VCC) which helped local health departments throughout the pandemic closed April 30, 2022. This is due to changes in guidance which no longer required tracking of individual cases. Our agency still tracks and follows clusters. • Mandatory testing of unvaccinated school staff ends on June 30, 2022. • Boosters have been approved for ages 11+. 	



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

	<ul style="list-style-type: none"> • Quarantine and Isolation guidelines have been revised for daycare aged children to align with guidelines allowing children to return to daycare after isolation day 5 with resolution of symptoms. • Delaware County remains at a low community level. • The current variants are not typically causing severe illness and hospitalizations. <p>Our agency will be increasing outreach activities this summer and many programs have returned to in person normal operations.</p> <ul style="list-style-type: none"> • Lead program will be attending the Walton Town board meeting. • Opioid Grant program has outreach activities planned. • Maternal Child Health program has been seeing new babies in their homes. • Immunization is providing information and education regarding vaccinations including COVID. • Early Intervention and Preschool programs are in full swing assisting children with developmental delays. Evaluations for these programs are no longer as backlogged as they were. • A Car Seat Safety Check Event is planned for August. • Rabies clinics are scheduled for this summer, and we will be holding more clinics than in the past two years. 	
Environmental Health Update	Ed provided an overview on Environmental Health Services for our new community member. The district office is currently busy with camp permits and inspections. There is only one secretarial staff position occupied, currently. They hope to fill one shortly but they ideally need 3-4 total secretarial support staff positions. There are 6-8 Public Health Inspector spots vacant with no current candidates.	
Preschool Related Service Rates	The committee agreed to keep preschool related service rates at \$65 per ½ hour session.	
Transportation Bids	The two transportation routes that needed to be re-bid had one bidder through the second bid process. The resolution to accept those transportation bids were approved by the committee.	



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

Quality Assurance and Incident Reports	The 2022 1 st quarter QA report was tabled until our next meeting. There were no incident reports for the 1 st quarter of 2022.	
Staffing Update	<p>Our existing Senior Account Clerk took the position of Administrative Assistant to replace a staff member who left our employment due to burnout from COVID activities. We were able to hire a new Senior Account Clerk.</p> <p>Resolution to create staff positions that will be funded through the COVID fellowship grant was forwarded to the County Board of Supervisors by the committee.</p> <p>One fulltime PHN has left our employment and that position is currently vacant. We are training many staff members and are currently able to cover this position with per diem staff members but we may need to do a authorization to fill this position in the future.</p>	
Approval of Policies	Updated policies were approved as written. (see attached)	
Fiscal	<p>Christina reviewed the final 2021 fiscal report and 5-year comparison report. (see attached) The 2021 budget varied throughout the year as we accepted many new grants. Many of these grants continue into 2023 and the unspent funds will rollover into the 2023 budget.</p> <p>Per the committee request we are in the process of composing a resolution to send to NYS regarding the rising cost of transportation. We hope to have this resolution ready to forward to the Board of Supervisors next meeting.</p>	
Community Health Assessment	Community Health Assessment is underway. A survey has been sent out to the community and we have received over 300 surveys to date. We hope to have a final draft by September for review by our committee and hospital boards.	
Meeting Adjourned at: 11:15am		

Respectfully Submitted By,

Amanda Walsh, MPH
Public Health Director

Health Services Advisory Board Policy and Procedure List

Date: June 9, 2022

Approved	Need Corrections	Policy Name
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Accident – Incident Reporting - update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Administrative Management of Public & Professionals - update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Admission, Plan of Care, Medical Orders and Discharge - update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Billing Audit Process for PSEP - update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Business Associate Contracts P&P - update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Child Passenger Safety Program - update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Clinic Oversight of D&T Services for STD - update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Complaint P&P
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Confidentiality for EI and PSEP - update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	DCPHS Exposure Control Plan – update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Early Intervention Data Entry - update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Human Vaccine Inventory, Ordering & Returns - update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Isolation-Quarantine Monitoring & Facilities – update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Isolation-Quarantine Voluntary - update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Isolation-Quarantine Involuntary - update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Maternal Child Health Including Birth Cert. Reviews – update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Newborn Screening – update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	PSEP-CPSE Meeting & Coordination of Services - update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	1 of 2

ADDITIONAL NOTES:

**Delaware County Public Health Services
Summary of Revenues & Expenditures
January 1, 2021 - December 31, 2021**

	REVENUES			EXPENDITURES			BUDGETED	ACTUAL
	BUDGET	ACTUAL	%	BUDGET	ACTUAL	%	NET COST	NET COST
14012 PUBLIC HEALTH	861,709.00	960,391.58	111%	1,419,522.59	1,130,440.61	80%	557,813.59	170,049.03
14013 IMMUNIZATION	31,650.00	40,214.11	127%	19,800.00	7,091.36	36%	(11,850.00)	(33,122.75)
14018 SUBSTANCE ABUSE	72,000.00	59,860.04	83%	47,965.00	43,989.77	92%	(24,035.00)	(15,870.27)
14019 PH EMERG PREPAREDNESS	49,625.00	52,099.00	105%	10,410.00	2,210.39	21%	(39,215.00)	(49,888.61)
14035 FAMILY HEALTH PLAN SERVICES	18,000.00	20,054.18	111%	11,650.00	7,695.38	66%	(6,350.00)	(12,358.80)
14042 RABIES CONTROL	15,500.00	8,603.35	56%	21,460.00	6,413.72	30%	5,960.00	(2,189.63)
14046 PHYSICALLY HANDICAPPED	2,575.00	812.00	32%	5,000.00	1,893.12	38%	2,425.00	1,081.12
14050 CHILDHOOD LEAD SCREENING	27,379.00	21,580.12	79%	3,700.00	2,196.23	59%	(23,679.00)	(19,383.89)
14051 CAR SEAT SAFETY PROGRAM	18,200.00	11,235.35	62%	26,180.00	19,843.51	76%	7,980.00	8,608.16
14054 SOCIAL HYGIENE	0.00	0.00	N/A	15,000.00	4,090.71	27%	15,000.00	4,090.71
14059 EARLY INTERVENTION PROGRAM	220,500.00	160,600.55	73%	559,233.65	496,028.69	89%	338,733.65	335,428.14
14060 CPSE 3-5	1,220,000.00	834,223.40	68%	2,921,377.35	2,260,700.19	77%	1,701,377.35	1,426,476.79
14070 CHILD HEALTH PROGRAM	1,000.00	35.00	4%	3,300.00	191.51	6%	2,300.00	156.51
14074 OTHER COMMUNICABLE DISEASES	0.00	0.00	N/A	4,000.00	684.54	17%	4,000.00	684.54
TOTALS	2,538,138.00	2,169,708.68	85%	5,068,598.59	3,983,469.73	79%	2,530,460.59	1,813,761.05

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

	2017		2018		2019		2020		2021	
	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
14012 PUBLIC HEALTH	433,791.38	302,309.78	486,200.83	325,586.30	478,842.95	314,467.25	501,621.00	264,635.76	557,813.59	170,049.03
14013 IMMUNIZATION	(17,550.00)	(21,198.21)	(19,350.00)	(24,032.36)	(12,582.98)	(19,519.65)	(21,500.00)	(30,160.42)	(11,850.00)	(33,122.75)
14018 SUBSTANCE ABUSE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(24,035.00)	(15,870.27)
14019 PH EMERG PREPAREDNESS	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	(39,215.00)	(49,888.61)
14035 FAMILY HEALTH PLAN SERVICES	(10,350.00)	(16,176.86)	(11,175.00)	(10,520.26)	(10,825.00)	(15,218.10)	(10,750.00)	(8,354.07)	(6,350.00)	(12,358.80)
14042 RABIES CONTROL	21,650.00	(6,516.56)	17,500.00	(3,215.30)	10,400.00	(5,016.86)	10,200.00	536.08	5,960.00	(2,189.63)
14046 PHYSICALLY HANDICAPPED	4,700.00	0.00	4,700.00	0.00	2,425.00	749.36	2,425.00	995.28	2,425.00	1,081.12
14050 CHILDHOOD LEAD SCREENING	(22,198.00)	(27,133.20)	(23,798.00)	(29,174.40)	(23,879.00)	(24,268.48)	(23,229.00)	(16,247.09)	(23,679.00)	(19,383.89)
14051 CAR SEAT SAFETY PROGRAM	8,800.00	7,642.58	2,050.00	3,844.85	6,850.00	9,353.62	8,000.00	8,592.24	7,980.00	8,608.16
14054 SOCIAL HYGIENE	20,000.00	8,561.59	18,000.00	6,892.58	15,000.00	8,797.76	15,000.00	574.80	15,000.00	4,090.71
14059 EARLY INTERVENTION PROGRAM	349,388.09	227,882.15	300,485.22	274,900.05	326,765.98	243,660.76	325,914.00	327,622.94	338,733.65	335,428.14
14060 CPSE 3-5	1,686,297.60	1,125,713.35	1,525,740.00	1,424,176.98	1,589,512.00	1,284,119.96	1,687,349.00	963,457.42	1,701,377.35	1,426,476.79
14070 CHILD HEALTH PROGRAM	4,100.00	842.71	4,100.00	357.48	2,300.00	23.60	2,300.00	(277.16)	2,300.00	156.51
14074 OTHER COMMUNICABLE DISEASES	2,500.00	81.34	2,050.00	80.31	2,000.00	646.35	12,000.00	1,777.90	4,000.00	684.54
TOTALS	2,481,129.07	1,602,008.67	2,306,503.05	1,968,896.23	2,386,808.95	1,797,795.57	2,509,330.00	1,513,153.68	2,530,460.59	1,813,761.05
Budget - Actual Net Costs		879,120.40		337,606.82		589,013.38		996,176.32		716,699.54

Year	Actual Net Costs
2017	\$ 1,602,008.67
2018	\$ 1,968,896.23
2019	\$ 1,797,795.57
2020	\$ 1,513,153.68
2021	\$ 1,813,761.05