



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 10, 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	

Topic:	Discussion:	Action:
Approval of Minutes	The September 22, 2022 were reviewed and approved as written.	
Public Health Program Update	<p>We are noting some new Rabies program trends where animals are being rehomed and exchanged via social media sites instead of reputable breeders and or rescue operations. Often times the full truth regarding the rehomed animal is not provided to the new family and they find out that they cannot handle to needs and behaviors of the animal. When this leads to a bite report the follow-up becomes more complicated for our staff and local DCO (Dog Control Officer) as owners do not always have the history of the animal. Betty inquired if a countywide animal control officer would help. Mandy stated that we have advocated for a countywide Animal Control Officer as it would be beneficial for our office as town DCO's do not handle cats and some towns are having difficulty finding a DCO, which is a requirement. Many times, town DCOs are individuals that take this position on in addition to their full-time job, it is more work than they anticipated and find themselves in situations that they need more support for some of these more involved situations.</p> <p>We recently held two successful Monkeypox clinics.</p>	



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Community Health Assessment Update	<p>The Community Health Assessment is due by the end of December. Hospitals submit their community service plans to CMS and their plans are inserted into our plan to create the final joint document. The Community Health Assessment draft was reviewed. The Community Health Assessments contains local, state and national statistical data, county health rankings, health outcomes and health factors. This report is utilized by many agencies when applying for funding for various projects within Delaware County.</p> <p>The focus areas, goals & interventions included in the Community Health Improvement Plan are:</p> <p>Prevent Chronic Disease - Reduce obesity and the risk of chronic diseases:</p> <ul style="list-style-type: none"> • Increase access, for people of all ages and abilities, to indoor and/or outdoor places for physical activity. • Implement and/or promote a combination of community walking, wheeling, or biking programs, Open Streets programs, increased park and recreation facility safety and decreased incivilities. <p>Promote a Healthy and Safe environment - Built and Indoor Environments:</p> <ul style="list-style-type: none"> • Improve design and maintenance of the built environment to promote health lifestyles, sustainability, and adaptation to climate change. • Identify and promote the availability and use of cooling centers and other resources to prepare for extreme heat events. <p>Promote Well-Being and Prevent Mental and Substance Use Disorders - Prevent suicides:</p> <ul style="list-style-type: none"> • Strengthen economic supports: strengthen household financial security; policies that stabilize housing. • Identify and support people at risk: Gatekeeper Training, crisis intervention, treatment for people at risk of suicide, treatment to prevent re-attempts, postvention, safe reporting and messaging about suicides. <p>The committee approved the Committee Health Assessment.</p>	
Environmental Health Update	The Oneonta District Office had no updates to report but was open for questions. Wayne inquired about EPA lead/copper rule for water districts that goes into effect October of 2024. Ed	



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	<p>explained that they do not have any guidance at this time as the guidance is currently fluctuating and changing. The EPA website will have the most up to date information. Water districts will need to determine what their service lines are made of whether they can do that through inventory records or laying eyes on their infrastructure.</p>	
<p>Corporate Compliance Annual Summary</p>	<p>Kyra Shew, Corporate Compliance Officer, reviewed the corporate compliance Annual Summary with the committee. Our agency continued with ongoing QA activities, all staff will have their annual training, and contractors complete the annual training with their contracts. Dr. Jayasena and our community member, Elizabeth Green who did not receive the training at the board meeting will receive the corporate compliance training packet and an attestation to sign via DocuSign.</p> <p>We have started to utilize DocuSign software to collect signatures needed for confidential documents and agency contracts. This software is secure, very easy to use and has greatly decreased the time it takes to obtain required signatures.</p>	
<p>Preschool and Early Intervention</p>	<p>The LEICC meeting was held on November 2, 2022. The Local Early Intervention Coordinating Council (LEICC) is comprised of leaders administering the program, local stakeholders and parents. We welcomed new participants to the meeting, including some school district representatives. Members listened to a presentation on transition from the EI program to the Preschool program which is a multi-step complicated process.</p> <p>Our SLP and OT positions remain vacant which continue to leave a gap in services. There are currently 5 children waiting for services. There are several children waiting for initial evaluations that require these families to travel out of county for evaluation as no providers are offering these in home at this time and there are no evaluators physically located in Delaware County. NYSDOH BEI is planning a campaign attempt to attract more therapy and service providers to the Early Intervention program.</p>	
<p>Travel/Training request and Equipment Authorizations</p>	<p>1 Travel/Training Authorization is approved. Resolution to dispose of two vehicles is approved. OT in Lieu of Comp Time Request is approved.</p>	



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HealthCare Worker Bonuses	We submitted for NYS HealthCare Worker Bonuses for vesting periods 1 and 2. When this is approved we will need to submit a resolution to accept these funds.	Waiting for NYS Approval
Approval of Policies / Annual Policy Binder Approval	Updated policies were approved as written. (see attached) The committee approved the Public Health policies contained within the Public Health Policy and Procedure books.	
Fiscal	Christina reviewed the fiscal report. (see attached) Budget is inflated from our original budget due to all of the COVID grants we have received.	
2023 Meeting Dates	2023 meeting schedule will be as follows: January 12, 2023 March 9, 2023 June 8, 2023 September 7, 2023 November 9, 2023 All meetings will be via zoom at 10:00 am.	
Meeting Adjourned at: 11:17am		

Respectfully Submitted By,

Amanda Walsh, MPH
Public Health Director

Health Services Advisory Board Policy and Procedure List

Date: November 10, 2022

Approved	Need Corrections	Policy Name
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Authorization to Release Records- update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Child Find Follow-up - update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Compliance Reporting - update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	CYSHCN Referral & Enabling Services (Care Coordination) - update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	CYSHCN – CYSHCNSS Reporting and Program Evaluation - update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	CYSHCNSS Dental Treatment Program Guidelines - 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 Assistive Technology Devices Acquisition Process - update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Facsimilies - update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Freedom of Information Law -update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Personnel Requirements - update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Physical Safeguards - update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Preschool Data Entry Billing Processes - update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Rabies Specimen Handling and Submission for Testing - update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Role-Based Access to Workforce Members - update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Service Coordination - update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Vaccines for Adults - update
<input type="checkbox"/>	<input type="checkbox"/>	1 of 1

ADDITIONAL NOTES:

Delaware County Public Health Services
Summary of Revenues & Expenditures
January 1, 2022 - November 9, 2022

	REVENUES			EXPENDITURES			BUDGETED	ACTUAL
	BUDGET	ACTUAL	%	BUDGET	ACTUAL	%	NET COST	NET COST
14012 PUBLIC HEALTH	3,048,424.73	33,964.59	1%	3,767,020.14	1,121,492.04	30%	718,595.41	1,087,527.45
14013 IMMUNIZATION	31,650.00	6,323.76	20%	14,300.00	(1,033.73)	-7%	(17,350.00)	(7,357.49)
14018 SUBSTANCE ABUSE	72,000.00	53,490.33	74%	37,715.00	32,042.77	85%	(34,285.00)	(21,447.56)
14019 PH EMERG PREPAREDNESS	50,100.00	0.00	0%	4,910.00	1,864.83	38%	(45,190.00)	1,864.83
14035 FAMILY HEALTH PLAN SERVICES	22,285.00	7,647.85	34%	6,725.00	6,133.52	91%	(15,560.00)	(1,514.33)
14042 RABIES CONTROL	15,500.00	12,215.08	79%	21,460.00	16,307.94	76%	5,960.00	4,092.86
14046 PHYSICALLY HANDICAPPED	2,575.00	550.99	21%	5,000.00	887.38	18%	2,425.00	336.39
14050 CHILDHOOD LEAD SCREENING	27,380.00	4,964.77	18%	3,700.00	2,413.26	65%	(23,680.00)	(2,551.51)
14051 CAR SEAT SAFETY PROGRAM	22,500.00	16,061.13	71%	30,500.00	19,133.57	63%	8,000.00	3,072.44
14054 SOCIAL HYGIENE	0.00	0.00	N/A	15,000.00	3,206.39	21%	15,000.00	3,206.39
14059 EARLY INTERVENTION PROGRAM	228,400.00	95,054.43	42%	475,340.00	344,420.32	72%	246,940.00	249,365.89
14060 CPSE 3-5	1,190,000.00	462,375.51	39%	2,938,783.00	1,970,050.50	67%	1,748,783.00	1,507,674.99
14070 CHILD HEALTH PROGRAM	1,000.00	665.00	67%	3,300.00	0.00	0%	2,300.00	(665.00)
14074 OTHER COMMUNICABLE DISEASES	0.00	0.00	N/A	3,000.00	227.59	8%	3,000.00	227.59
TOTALS	4,711,814.73	693,313.44	15%	7,326,753.14	3,517,146.38	48%	2,614,938.41	2,823,832.94