



# 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

<b>Meeting Date/Time:</b>	March 9, 2023 10:07am	
<b>Attendees/Title:</b>		
Arthur Merrill, Town of Colchester Supervisor	Amanda Walsh, Public Health Director	
Joseph Cetta, Town of Walton Supervisor	Wayne Marshfield, Town of Hamden Supervisor	
Eric Wilson, Town of Sidney Supervisor	Wayne Shepard, Office of the Aging	
Dr. Rohan Jayasena, Medical Director	Christina Gardner, Accounting Supervisor	
Amy Merklen, County Attorney		

<b>Topic:</b>	<b>Discussion:</b>	<b>Action:</b>
Approval of Minutes	The January 12, 2023 minutes were approved with the addition of Wayne Marshfield as attending the meeting.	
Public Health Program Update	<p>2022 4<sup>th</sup> quarter communicable disease report was reviewed including GI illness, Hep C, STDs and tickborne diseases. Influenza increased in late fall-early winter. This was expected as this was the first flu season following the lift of mask mandates. Flu season is still ongoing. We have been awarded a small grant from NYSACHO as a part of the climate change adaptation funds. We will be using this grant to distribute tick kits throughout the community. Complete 2022 statistics will be included in our Annual Report.</p> <p>NYS will award the federal Strengthening Public Health Workforce and Infrastructure grant funding to local health departments in the near future. Our projected award will be approximately \$680,000 over the 5 year period. More information to come on allowable grant activities.</p> <p>2023 rabies clinics have been scheduled and we will be releasing the schedule with a press release. We completed our Colchester rabies clinic on March 1<sup>st</sup>. We intend to hold the Walton</p>	



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	<p>clinic during the time period held by the IRT drill.</p> <p>We have been working very closely with the Planning Department and Delaware Opportunities on the July IRT drill. We've been working with Delaware Valley Hospital on the medical vetting, medical waste, and medical supplies. It looks like the military will be able to offer spaying and neutering at the IRT event. Final meeting with the military will be the end of April. We will be holding a county drill to set up the county EOC prior to the IRT event. This drill will be good practice prior to setting up offsite for the July event and also meets the requirement of our PH Emergency Preparedness grant. A lot of our technology has changed since the last time we set up an official in-person EOC and many newer department heads have not yet worked in the county EOC. Virtual EOCs were used during the pandemic.</p>	
<p>Environmental Health Update</p>	<p>NYSDOH Oneonta District Office was unable to attend. Per the district office there is no environmental update at this time.</p>	
<p>Preschool and Early Intervention</p>	<p>We still have not been able to fill our open therapist positions. We are hoping to do a more extensive recruitment campaign this spring. It is very difficult to compete with schools and other therapy programs that can give employees summers off and more initial time off upon hire. If we were able to offer potential candidates more flexibility, offer some work from home and additional flexibility and more time off at the time of hire it would be easier to entice potential candidates.</p> <p>Preschool center-based programs are paid a tuition rate that is set by NYS Education Department. These rates can be adjusted by NYS, even years later and the county has no control of this rate. Carousel Children's Services has submitted an invoice for multiple years of rate adjustments which totals just over \$247,000. This invoice includes rates that increased in 2021 and 2022 and were just invoiced to us this past month. \$95,000 was encumbered from 2022 into 2023 to help cover these costs but the remaining costs will need to be paid out of the 2023 budget. This may cause the 4060 accounts to run out of funds prior to the end of the 2023 budget year.</p>	



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	Our emergency 60-day contract with Community Bus that was executed due to Rolling V's temporary inability to fulfill contract requirements to accommodate the transportation of a preschool child to a center-based program is coming to an end. Rolling V now has the capacity to transport the child.	
Quality Assurance/ Incident Reports	The 2022 4 <sup>th</sup> quarter quality assurance report and incident reports were reviewed and approved by the committee.	
Policies	Updated policies were approved as written. (See attached)	
Fiscal	<p>The submission deadline for FEMA reimbursement for the COVID19 emergency is coming due. Our FEMA project to cover overtime costs is in the final stages and will be submitted next week, prior to the deadline of March 31, 2023.</p> <p>Christina reviewed the fiscal report. (See attached) This report is close to being completed for expenses, but revenues continue to run behind. This report shows the full budget and then subtracts out the COVID grants from the original budget. The COVID grant funds that have not been spent will roll over into 2023.</p>	
Capital Improvements	Mandy reviewed the list of capital improvements that are requested for 99 main street. Improvements have been prioritized into high, medium, low and future priorities.	
Meeting Adjourned at: 11:36am		

Respectfully Submitted By,

Amanda Walsh, MPH  
Public Health Director

# Health Services Advisory Board Policy and Procedure List

Date: March 9, 2023

Approved	Need Corrections	Policy Name
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Child Illness & Emergencies - update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Compliance Reporting - update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Compliance Risk Audit & Self Evaluation - update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	County Car Assignment and Mileage Claims - update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	DOT for Active or Suspected TB cases - update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	EIP Billing Reconciliation - update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Fragrance Use Guidelines - new
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Laboratory Response and Submission - update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Lead Program Data Retrieval and Documentation - update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	PreK Data Entry Billing Processes for PSEP - update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Reimbursement of County Admin Costs & Reporting -update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Respite Services - update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Time and Payment Records - update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Transportation - 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"/>	
<input type="checkbox"/>	<input type="checkbox"/>	1 of 1

ADDITIONAL NOTES:

**Delaware County Public Health Services  
Summary of Revenues & Expenditures  
January 1, 2022 - December 31, 2022**

	REVENUES			EXPENDITURES			BUDGETED	ACTUAL
	BUDGET	ACTUAL	%	BUDGET	ACTUAL	%	NET COST	NET COST
14012 PUBLIC HEALTH	2,842,849.12	241,119.21	8%	3,536,444.53	1,410,838.83	40%	693,595.41	1,169,719.62
14013 IMMUNIZATION	31,650.00	12,730.65	40%	14,300.00	(330.15)	-2%	(17,350.00)	(13,060.80)
14018 SUBSTANCE ABUSE	72,000.00	53,490.33	74%	37,715.00	37,598.07	100%	(34,285.00)	(15,892.26)
14019 PH EMERG PREPAREDNESS	50,100.00	0.00	0%	4,910.00	2,360.40	48%	(45,190.00)	2,360.40
14035 FAMILY HEALTH PLAN SERVICES	22,285.00	15,886.09	71%	6,725.00	6,262.39	93%	(15,560.00)	(9,623.70)
14042 RABIES CONTROL	15,500.00	17,082.30	110%	21,460.00	18,346.47	85%	5,960.00	1,264.17
14046 PHYSICALLY HANDICAPPED	2,575.00	666.99	26%	5,000.00	1,360.65	27%	2,425.00	693.66
14050 CHILDHOOD LEAD SCREENING	27,380.00	16,914.29	62%	3,700.00	2,964.71	80%	(23,680.00)	(13,949.58)
14051 CAR SEAT SAFETY PROGRAM	22,500.00	16,033.74	71%	30,500.00	28,486.48	93%	8,000.00	12,452.74
14054 SOCIAL HYGIENE	0.00	0.00	n/a	15,000.00	4,674.61	31%	15,000.00	4,674.61
14059 EARLY INTERVENTION PROGRAM	228,400.00	142,425.11	62%	495,340.00	433,634.64	88%	266,940.00	291,209.53
14060 CPSE 3-5	1,190,000.00	680,828.32	57%	2,913,783.00	2,720,746.23	93%	1,723,783.00	2,039,917.91
14070 CHILD HEALTH PROGRAM	1,000.00	735.00	74%	3,300.00	0.00	0%	2,300.00	(735.00)
14074 OTHER COMMUNICABLE DISEASES	0.00	0.00	n/a	3,000.00	231.36	8%	3,000.00	231.36
<b>TOTALS</b>	<b>4,506,239.12</b>	<b>1,197,912.03</b>	<b>27%</b>	<b>7,091,177.53</b>	<b>4,667,174.69</b>	<b>66%</b>	<b>2,584,938.41</b>	<b>3,469,262.66</b>
Minus COVID Grants	2,297,849.12	58,664.38		2,322,160.74	506,354.22			
	<b>2,208,390.00</b>	<b>1,139,247.65</b>	<b>52%</b>	<b>4,769,016.79</b>	<b>4,160,820.47</b>	<b>87%</b>	<b>2,560,626.79</b>	<b>3,021,572.82</b>