



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:	March 14, 2024 10:03am	
Attendees/Title:		
Arthur Merrill, Town of Colchester Supervisor	Amanda Walsh, Public Health Director	
Joseph Cetta, Town of Walton Supervisor	Rebecca Walley, Town of Deposit Supervisor	
Dr. Rohan Jayasena, Medical Director	Tristan Sharratt, Medical Advisor	
Edward Bartos, District Office	Wayne Shepard, Office of the Aging	
Christina Gardner, Accounting Supervisor	Alyshia Korba, The Reporter	

Topic:	Discussion:	Action:
Approval of Minutes	The January 25, 2024 minutes were approved as written.	Moved: Joe Second: Art Vote:Ayes-3,Noes-0
Public Health Programs Update	<p>This year we plan to utilize CDMS, a web-based software platform at some of our rabies clinics. CDMS includes a pre-registration link which allows the public to schedule their animals at our rabies clinic online. The upcoming clinic at the Colchester Highway Department on March 20, 2024 will continue with hand written certificates. We are working to determine which locations will be able to utilize the new system based on WiFi availability and layout options. The complete list of 2024 rabies clinics will be released in April and will be sent out to all towns/villages and shared via our website and Facebook.</p> <p>The Public Health Fellowship grant ends June 30, 2024. NYS will utilize unspent grant funds to institute the Fellowship 2.0 program. This new program will extend the fellowship program for two additional years. All Fellowship 2.0 positions will be employed by PCG and will be allocated to counties based on population. Delaware County has been allotted 2 Fellowship 2.0 positions. To be eligible for the Fellowship 2.0 program the positions must relate to covid activities, post-covid activities and recovery activities. Public Health will accept one of the</p>	



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	<p>fellow positions and have allocated the remaining Delaware County position to Behavioral Health as mental and behavioral health service program work will fit the grant objectives. PCG will begin accepting applications for the Fellowship 2.0 positions this spring with hire dates beginning August 1, 2024.</p> <p>The Lead program remains busy with routine follow-up to elevated cases. We continue to work with the District Office on environmental home visits.</p> <p>Monthly Immunization clinics have remained steady throughout the winter months.</p> <p>Public Health will be attending the SUNY Oneonta career fair to actively recruit for vacant positions. Public Health Infrastructure grant funds will be used to create a targeted digital recruitment campaign.</p>	
Environmental Health Update	<p>Ed Bartos has accepted a new position as Capital Region Environmental Health Director. He will remain in the position of Oneonta District Office Director as well until this position can be filled. The 2024 children’s camp permit application packets were sent out last week. The District Office met with the NYS Bureau Communicable Disease Control (BCDC) and Delaware County Public Health to discuss outbreaks and develop procedures and processes. Staff changes include a field staff promoted to principal sanitarian, new secretarial staff starting in April, new sanitarian starting in May, and they have been allocated a Fellowship 2.0 position that will focus in the water supply program. The District Office will also attend the SUNY Oneonta career fair. They hope to hire students for their summer student assistants (6-8 positions) and seasonal public health inspectors.</p>	
Children’s Programs Update	<p>On February 20, 2024, NYS BEI conducted a municipal review of our Early Intervention Program. This resulted in zero findings. We are very proud of our Early Intervention staff.</p> <p>The Early Intervention Program has a current waitlist for services: 6 children for OT, 3 children for PT and 7 children for speech services. There are currently 11 children receiving virtual services: 7 receiving virtual speech, 3 receiving virtual OT and 1 receiving virtual PT.</p>	



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	<p>The Preschool Special Education Program has a current waitlist for services: 2 children for OT, 2 children for PT, 5 children for Speech and some are awaiting center-based services. There are currently 4 children receiving virtual speech services.</p> <p>Virtual services can work well for many families and have helped to reduce the number of children waiting for services. It is imperative to fill our vacant OT or SLP positions as they would help to reduce the number of children waiting for services.</p> <p>The Preschool caseload has notably increased this year. We are currently serving 114 children and last year at this time we had a caseload of 90. Complete statistics will be included in our Annual Report.</p> <p>Early Intervention will have a new operating and data system, EI-Hub, rolling out this June. This will replace the current NYEIS system. There will be a planned two-week blackout period when neither system will be available to allow for the transition of data.</p> <p>Our contract with VMC Group Inc for transportation management expires April 30, 2024. The committee approved renewing the VMC Group Inc contract.</p>	<p>Moved: Joe Second: Becky Vote:Ayes-3,Noes-0</p>
<p>Quality Assurance/ Incident Reports</p>	<p>The 2023 4th quarter quality assurance report and incident reports were reviewed and approved by the committee.</p>	<p>Moved: Art Second: Joe Vote:Ayes-3,Noes-0</p>
<p>Updated Policies</p>	<p>Updated policies were approved as written. (see attached)</p>	<p>Moved: Art Second: Joe Vote:Ayes-3,Noes-0</p>
<p>Public Health Infrastructure Grant</p>	<p>The Public Health Infrastructure grant is a 5-year grant that began in 2023. The 1st year budget was officially approved in December 2023, but the year 1 funds can be spent any time through the 5-year grant contract. The purpose of this grant is to recruit new staff, retain existing staff and provide system and infrastructure enhancements to improve work environments. Our 1st year budget includes a targeted recruitment campaign, training for existing staff, office</p>	



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	<p>furniture and supplies to improve the work environment, software systems to enhance work efficiency, and employee incentives. The grant has approved a full day team building retreat in April for staff.</p>	
Fiscal Report	<p>Christina reviewed the fiscal report. (see attached)</p> <p>Delaware County Public Health was contacted by NYS Office of Health Insurance Programs (OHIP) regarding a rate discrepancy pertaining to the Children and Youth with Special Healthcare Needs Supportive Services (CYSHCNSS) program. Our office provided information regarding the CYSHCNSS process and NYS OHIP will reach out to the NYS Dental Bureau to ensure the rate for this program is accurate.</p>	
Other	<p>One travel authorization was approved by the committee.</p> <p>Progress of building capital improvements was discussed.</p>	<p>Moved: Art Second: Joe Vote: Ayes-3, Noes-0</p>
<p>Meeting Adjourned at: 11:18am</p>		

Respectfully Submitted By,

Amanda Walsh, MPH
Public Health Director

Health Services Advisory Board Policy and Procedure List

Date: March 14, 2024

Approved	Need Corrections	Policy Name
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Clinic Oversight of D&T Services for STD - update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Communicable Disease Management & Daily Surveillance - update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Confidentiality Policy EI&PSEP - update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	IFSP - update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Isolation-Quarantine Monitoring & Facilities - update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Isolation-Quarantine Involuntary - update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Pre-K Data Entry and Billing Processes PSEP - update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Statewide Immunization Registry - update
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Time and Effort - update
<input type="checkbox"/>	<input type="checkbox"/>	
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ADDITIONAL NOTES:

**Delaware County Public Health Services
Summary of Revenues & Expenditures
January 1, 2023 - December 31, 2023**

	REVENUES			EXPENDITURES			BUDGETED	ACTUAL
	BUDGET	ACTUAL	%	BUDGET	ACTUAL	%	NET COST	NET COST
14012 PUBLIC HEALTH	2,656,573.12	1,136,610.58	43%	2,969,085.19	1,402,988.09	47%	312,512.07	266,377.51
14013 IMMUNIZATION	31,650.00	38,116.98	120%	13,800.00	4,308.25	31%	(17,850.00)	(33,808.73)
14018 SUBSTANCE ABUSE	72,000.00	51,437.63	71%	38,265.00	27,484.64	72%	(33,735.00)	(23,952.99)
14019 PH EMERG PREPAREDNESS	50,100.00	29,809.99	60%	14,935.00	12,578.54	84%	(35,165.00)	(17,231.45)
14035 FAMILY HEALTH PLAN SERVICES	54,575.00	43,038.58	79%	38,925.00	31,002.95	80%	(15,650.00)	(12,035.63)
14042 RABIES CONTROL	15,500.00	15,910.28	103%	21,460.00	20,712.72	97%	5,960.00	4,802.44
14046 PHYSICALLY HANDICAPPED	2,575.00	812.00	32%	5,000.00	1,419.82	28%	2,425.00	607.82
14050 CHILDHOOD LEAD SCREENING	27,380.00	33,842.35	124%	6,700.00	4,928.62	74%	(20,680.00)	(28,913.73)
14051 CAR SEAT SAFETY PROGRAM	23,500.00	18,583.85	79%	31,500.00	26,688.96	85%	8,000.00	8,105.11
14054 SOCIAL HYGIENE	0.00	0.00	n/a	15,000.00	4,532.01	30%	15,000.00	4,532.01
14059 EARLY INTERVENTION PROGRAM	231,329.50	111,508.55	48%	541,953.50	475,567.98	88%	310,624.00	364,059.43
14060 CPSE 3-5	1,144,844.25	1,039,372.29	91%	3,372,464.25	3,333,062.07	99%	2,227,620.00	2,293,689.78
14070 CHILD HEALTH PROGRAM	1,000.00	70.00	7%	3,300.00	0.00	0%	2,300.00	(70.00)
14074 OTHER COMMUNICABLE DISEASES	0.00	0.00	n/a	3,000.00	(16.97)	-1%	3,000.00	(16.97)
TOTALS	4,311,026.87	2,519,113.08	58%	7,075,387.94	5,345,257.68	76%	2,764,361.07	2,826,144.60
Minus COVID Grants	2,010,810.87	499,346.50		2,048,751.94	586,450.99			
	2,300,216.00	2,019,766.58	88%	5,026,636.00	4,758,806.69	95%	2,726,420.00	2,739,040.11