



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 13, 2024 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	
Rebecca Walley, Town of Deposit Supervisor	Dr. Rohan Jayasena, Medical Director	
Tristan Sharratt, Medical Advisor	Elizabeth Green, Community Member	
Christina Gardner, Accounting Supervisor		

Topic:	Discussion:	Action:
Approval of Minutes	The March 14, 2024, minutes were approved as written	Moved: Art Second: Joe Vote: Ayes-4, Noes-0
Public Health Programs Update	<p>We are entering the busiest time of year for our Rabies program. Staff have created Rabies prevention magnets and will be distributing these to the public. We plan to get these to local Airbnb's and vacation houses to provide information to visitors who may not know what to do when they encounter a bat or to avoid contact with wild animals. Prevention education includes:</p> <ul style="list-style-type: none"> • Rabies vaccinations for pets • Avoiding contact with wild and feral animals • What to do with a bat • What to if you are bitten or scratched by an animal <p>If we have a bat to test we can sometimes limit the number of people requiring rabies PEP (post exposure prophylaxis)</p>	



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	<p>We have been awarded a \$5,000 grant from the Rural Healthcare Alliance to purchase and distribute tick prevention kits. Our rates for tick borne diseases are higher than the NYS average. We have people enjoying the outdoors in our area during the summer and tick exposure numbers are increasing in our region. We plan to provide outreach and information at multiple venues. The kits include tick prevention information as well as tick removal tools and instructions.</p> <p>Through our Children and Youth with Special Health Care Needs grant and the O'Connor Foundation we be providing sensory friendly space at the Delaware County Fair. This will be a great space for children and youth with special needs who may be overwhelmed by the sounds and sights of the fair to come and have a space to relax, slow down and restore calm.</p>	
Environmental Health Update	Ed Bartos was not able to attend today's meeting.	
Children's Programs Update	<p>The Preschool Special Education program has been seeing a significant increase in children. We are seeing a trend of children being referred to the Preschool program who were not identified early enough to benefit from the Early Intervention program.</p> <p>We have created a targeted campaign to actively recruit candidates for our vacant therapist positions. Art inquired if our salaries were competitive for potential candidates. Mandy explained that we have found it very difficult to fill these positions as we are competing with schools who can offer summer's off. If we could offer potential candidates more flexibility and innovation it would be easier to fill positions. We are working with Personnel to canvass salary comparisons.</p>	
Quality Assurance/ Incident Reports	The 2024 1 st quarter quality assurance report and incident reports were reviewed and approved by the committee.	Moved: Joe Second: Wayne Vote:Ayes-4,Noes-0
Annual Report 2023	Mandy reviewed the 2023 Annual Report. The report was approved by the committee. Highlights included Suicide Prevention Network activities, Health Delaware IRT,	Moved: Art Second: Wayne Vote:Ayes-4,Noes-0



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	Communicable disease numbers, lead poisoning prevention statistics, morbidity and mortality data, birth data, Early Intervention and Preschool Special Education trends.	
Updated Policies	Updated policies were approved as written. (see attached)	Moved: Joe Second: Wayne Vote:Ayes-4,Noes-0
Preschool Rates 2024-2025	The committee approved keeping the 2024-2025 related service rates at \$65 per half hour.	Moved: Art Second: Joe Vote:Ayes-4,Noes-0
Executive Session	The committee entered executive session to discuss employee promotions for 2025 budget.	Moved: Art Second Wayne Vote:Ayes-4,Noes-0
Request for Reclassification	The committee approved the presented Request for Reclassification.	Moved: Wayne Second: Joe Vote:Ayes-4,Noes-0
Fiscal Report	Christina reviewed the final 2023 fiscal report and 5-year comparison. (see attached)	
Other	Progress of building capital improvements was discussed.	
Meeting Adjourned at: 11:15am		

Respectfully Submitted By,

Amanda Walsh, MPH
Public Health Director

Health Services Advisory Board Policy and Procedure List

Date: June 13, 2024

Approved	Need Corrections	Policy Name
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Adverse & Anaphylaxis Reaction & Treatment including Non-Patient Specific Orders and Protocol
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Bag Technique
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Breach Notification
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Child Passenger Safety Program
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Directly or Virtually Observed Therapy (DOT, VOT) for Latent, Active or Suspected TB Cases
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Health Commerce System (HCS) Coverage
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Healthy Meetings
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Human Vaccine Inventory, Ordering, Returns, Expired
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Isolation/Quarantine of a Communicable Disease – Voluntary
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Laboratory Response and Submission
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Newborn Hearing Screen Follow-up
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Reporting and Program Evaluation
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Social Media Use
<input checked="" type="checkbox"/>	<input type="checkbox"/>	TB Reports, Evaluation & Management (includes staff testing)
<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, 2023 - December 31, 2023**

	REVENUES			EXPENDITURES			BUDGETED	ACTUAL
	BUDGET	ACTUAL	%	BUDGET	ACTUAL	%	NET COST	NET COST
14012 PUBLIC HEALTH	1,924,087.73	1,343,926.32	70%	2,235,870.86	1,400,783.69	63%	311,783.13	56,857.37
14013 IMMUNIZATION	31,650.00	38,116.98	120%	13,800.00	3,289.16	24%	(17,850.00)	(34,827.82)
14018 SUBSTANCE ABUSE	72,000.00	51,437.63	71%	38,265.00	27,017.64	71%	(33,735.00)	(24,419.99)
14019 PH EMERG PREPAREDNESS	50,100.00	69,031.10	138%	14,935.00	11,915.96	80%	(35,165.00)	(57,115.14)
14035 FAMILY HEALTH PLAN SERVICES	54,575.00	61,823.48	113%	38,925.00	30,400.47	78%	(15,650.00)	(31,423.01)
14042 RABIES CONTROL	15,500.00	15,910.28	103%	21,460.00	19,789.49	92%	5,960.00	3,879.21
14046 PHYSICALLY HANDICAPPED	2,575.00	812.00	32%	5,000.00	1,391.99	28%	2,425.00	579.99
14050 CHILDHOOD LEAD SCREENING	27,380.00	33,842.35	124%	6,700.00	4,392.70	66%	(20,680.00)	(29,449.65)
14051 CAR SEAT SAFETY PROGRAM	23,500.00	18,583.85	79%	31,500.00	26,219.02	83%	8,000.00	7,635.17
14054 SOCIAL HYGIENE	0.00	0.00	n/a	15,000.00	4,502.00	30%	15,000.00	4,502.00
14059 EARLY INTERVENTION PROGRAM	231,329.50	137,458.48	59%	536,160.08	476,402.56	89%	304,830.58	338,944.08
14060 CPSE 3-5	1,144,844.25	1,516,882.47	132%	3,350,757.67	3,337,023.15	100%	2,205,913.42	1,820,140.68
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	(11.82)	0%	3,000.00	(11.82)
TOTALS	3,578,541.48	3,287,894.94	92%	6,314,673.61	5,343,116.01	85%	2,736,132.13	2,055,221.07

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

		2019		2020		2021		2022		2023	
		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	478,842.95	314,467.25	501,621.00	264,635.76	557,813.59	170,049.03	658,654.34	247,187.51	311,783.13	56,857.37
14013	IMMUNIZATION	(12,582.98)	(19,519.65)	(21,500.00)	(30,160.42)	(11,850.00)	(33,122.75)	(17,350.00)	(31,453.55)	(17,850.00)	(34,827.82)
14018	SUBSTANCE ABUSE	0.00	0.00	0.00	0.00	(24,035.00)	(15,870.27)	(34,285.00)	(27,123.88)	(33,735.00)	(24,419.99)
14019	PH EMERG PREPAREDNESS	0.00	0.00	0.00	0.00	(39,215.00)	(49,888.61)	(45,190.00)	(19,928.61)	(35,165.00)	(57,115.14)
14035	FAMILY HEALTH PLAN SERVICES	(10,825.00)	(15,218.10)	(10,750.00)	(8,354.07)	(6,350.00)	(12,358.80)	(15,560.00)	(16,110.52)	(15,650.00)	(31,423.01)
14042	RABIES CONTROL	10,400.00	(5,016.86)	10,200.00	536.08	5,960.00	(2,189.63)	5,960.00	1,264.17	5,960.00	3,879.21
14046	PHYSICALLY HANDICAPPED	2,425.00	749.36	2,425.00	995.28	2,425.00	1,081.12	2,425.00	693.66	2,425.00	579.99
14050	CHILDHOOD LEAD SCREENING	(23,879.00)	(24,268.48)	(23,229.00)	(16,247.09)	(23,679.00)	(19,383.89)	(23,680.00)	(26,304.63)	(20,680.00)	(29,449.65)
14051	CAR SEAT SAFETY PROGRAM	6,850.00	9,353.62	8,000.00	8,592.24	7,980.00	8,608.16	8,000.00	12,452.72	8,000.00	7,635.17
14054	SOCIAL HYGIENE	15,000.00	8,797.76	15,000.00	574.80	15,000.00	4,090.71	15,000.00	4,674.61	15,000.00	4,502.00
14059	EARLY INTERVENTION PROGRAM	326,765.98	243,660.76	325,914.00	327,622.94	338,733.65	335,428.14	266,940.00	265,284.93	304,830.58	338,944.08
14060	CPSE 3-5	1,589,512.00	1,284,119.96	1,687,349.00	963,457.42	1,701,377.35	1,426,476.79	1,628,783.00	1,479,969.86	2,205,913.42	1,820,140.68
14070	CHILD HEALTH PROGRAM	2,300.00	23.60	2,300.00	(277.16)	2,300.00	156.51	2,300.00	(735.00)	2,300.00	(70.00)
14074	OTHER COMMUNICABLE DISEASES	2,000.00	646.35	12,000.00	1,777.90	4,000.00	684.54	3,000.00	231.36	3,000.00	(11.82)
TOTALS		2,386,808.95	1,797,795.57	2,509,330.00	1,513,153.68	2,530,460.59	1,813,761.05	2,454,997.34	1,890,102.63	2,736,132.13	2,055,221.07
Budget - Actual Net Costs			589,013.38		996,176.32		716,699.54		564,894.71		680,911.06

Year	Actual Net Costs
2019	\$ 1,797,795.57
2020	\$ 1,513,153.68
2021	\$ 1,813,761.05
2022	\$ 1,890,102.63
2023	\$ 2,055,221.07