

PUBLIC HEALTH COMMITTEE MEETING MINUTES

Date: Wednesday, May 29, 2019 @ 9:00 AM

Present: **Ryan, Grant**, Granger, Hastings, Brunner, May, King, Becker

Absent: Kehl

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; A. D. Berwanger/Board Chair; J. Brick, T/Perry; A. Meyers (P4P) – Leadership Wyoming

Department Agenda Item	Discussion	Decision	Action
5. FYI: <ul style="list-style-type: none"> • May is Mental Health Month Recognition Breakfast Awards: <i>95 attendees – great turnout...</i> <ul style="list-style-type: none"> ○ Outstanding Volunteer of the Year: <ul style="list-style-type: none"> ▪ John Doyle – <i>Veteran Volunteer</i> ○ Outstanding Business of the Year: <ul style="list-style-type: none"> ▪ Prospector (Sharon & Ed Bey) ○ Outstanding Community Member: <ul style="list-style-type: none"> ▪ Jason Linderman – <i>Warsaw Police Department</i> ○ Special Recognition: <ul style="list-style-type: none"> ▪ Colleen Eccleston 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
6. FYI – Trauma Systems Training: <ul style="list-style-type: none"> • DSS for Youth Trauma • Will be purchasing manuals 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
9:15 AM Public Health w/G. Collins, L. Paolucci, & K. Standish			
<i>Tick Kits courtesy of NYSACHO. If you find a tick on you less than 72 hours, chances are slim that you would contract Lyme Disease.</i>			
<i>At 10:12 AM Deputy Clerk Perez entered the meeting and Clerk Ketchum left the meeting.</i>			
<i>Dr. Collins provided a preview. There is a treatment. He explained the protocol for treatment and how symptoms develop... acute (responds to treatment) & chronic (more difficult to treat). PH Admin Paolucci stated that this will be a very “ticky” year.</i>			
1. Grant Acceptance: Authorize Chairman and Commissioner of Health to sign a grant acceptance award with New York State Department of Health, Office of Health Insurance Programs for the provision of funding for the “Consumer Assistance for NY State of Health: Wyoming County Navigator Program” in a minimum amount of \$200,000/year from 8/1/2019 through 7/31/2024.	Permission to apply was granted by PHC on 9/26/2018	Motion: Hastings Ayes: 8 Noes: Absent: 1 Kehl	Carried: XXX Defeated: Referred to: *RESOLUTION
<i>PH Admin Paolucci explained that earlier this year the Navigator program was not funded... Planned Parenthood of WNY received the funding even though their footprint in Wyo. Co. is minimal. With the assistance of Sen. Gallivan, PH Admin Paolucci was successful in having the funding rerouted back to Wyo. Co. !!</i>			
2. Grant Application and Acceptance: Authorize Chairman and Commissioner of Health to sign a grant application and acceptance award with Health Research, Inc. 150 Broadway, Suite 516, Riverview Ctr., Menands, NY for the provision of funding for the “Public Health Emergency Preparedness Program” in a minimum amount of \$49,625 for the period from 7/1/2019 through 06/30/2020 6/30/2024 .	<i>Slight reduction... B. Meyer is the lead on this.</i> <i>Post committee discussion with PH Admin Paolucci corrects the expiration date to 06/30/2020</i>	Motion: Grant Ayes: 8 Noes: Absent: 1 Kehl	Carried: XXX Defeated: Referred to: *RESOLUTION

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<p>3. Professional Service Contract \$5,001.00 or greater: Authorize Chairman and Commissioner of Health to sign an Agreement with <i>MailFinance</i>, 478 Wheelers Farm Road, Milford, CT 06461 for lease of a IN-600HR Digital Mailing System with a 5 lb. scale in an amount not to exceed \$84.86 per month for a term of 63 months (\$5,346.18) from June, 2019 through September, 2024, billed quarterly.</p>	<p><i>This was brought last month and withdrawn.</i></p>	<p>Motion: May Ayes: 8 Noes: Absent: 1 Kehl</p>	<p>Carried: XXX Defeated: Referred to:</p> <p>*RESOLUTION</p>
<p>4. Review bids received for 4DSD and ½ ton pick-up</p>	<p><u>7 proposals received</u> <i>(to view click on underlined text).</i></p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p><i>Could be covered in full with the budgeted amount and the appropriation of the proceeds from recent sale of old vehicles. There was discussion regarding Public Health being short a vehicle and they really need another car. S. Perkins recommends the sedan.</i></p>			
<p>5. Bid Award: Authorize Chairman and Commissioner to award bid and sign contract with <i>Spurr Chevrolet, Inc.</i> 6325 Brockport-Spencer Road, Brockport, NY 14420 for the purchase of a 2019 Chevy Malibu LS four-door sedan in an amount not to exceed \$19,497.00; vehicle to be delivered no later than June 28, 2019.</p>		<p>Motion: Becker Ayes: 8 Noes: Absent: 1 Kehl</p>	<p>Carried: XXX Defeated: Referred to:</p> <p>*RESOLUTION</p>
<p>6. Appropriation: To: 01.38.4010.2.23001 PH – Motor Vehicles <u>\$19,497.00</u> w/01.08.4010.2665 Sale of Equipment \$285.34 01.11.4010.340104 Additional State Aid 19,211.66 Reason: For purchase of 2019 Malibu 4DSD from Spurr Chevrolet, auction proceeds iao \$285.34 and NYSDOH Year 6 Performance Incentive award iao \$19,211.66. Delivery by 6/28/ 2019</p>		<p>Motion: Becker Ayes: 8 Noes: Absent: 1 Kehl</p>	<p>Carried: XXX Defeated: Referred to:</p> <p>FINANCE</p>
<p>7. Appropriation: To: 01.38.4010.4.41706 Medical & Safety Supplies \$4,000.00 w/01.03.4010.1601 Public Health Fees \$4,000.00 Reason: To purchase vaccines for the HD (73% of 2019 budgeted revenue received as of April, 2019)</p>	<p><i>Volumes are up. Successful insurance billing.</i></p>	<p>Motion: Brunner Ayes: 8 Noes: Absent: 1 Kehl</p>	<p>Carried: XXX Defeated: Referred to:</p> <p>FINANCE</p>

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8. Procurement Cards: <ul style="list-style-type: none"> • Request permanent procurement card credit limit increase for L. Paolucci from \$500 to \$1,000; • Request procurement card be issued to Rebecca DeMuth, Public Health Nurse, \$500 credit limit. 	<p><i>Preapproval was granted by Committee Chair Ryan on 05/21/19</i></p>	Motion: Hastings Ayes: 8 Noes: Absent: 1 Kehl	Carried: XXX Defeated: Referred to: APPROVED
9. Discussion: Changes to the Lead Poisoning Prevention Program, effective October, 2019. Review anticipated program volumes, associated under-funded expenses & etc.		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
9.a. <u>Resolution in Opposition to the Implementation Timeline for New Lead Poisoning Regulations</u> <i>(to view click on underlined text).</i>	<p>PH Admin Paolucci will draft a resolution...</p>	Motion: Becker Ayes: 8 Noes: Absent: 1 Kehl	Carried: XXX Defeated: Referred to: *RESOLUTION
<p><i>New proposed regs will increase lead poisoning cases significantly. This is a hot liability issue. Looking at options. Env. Health Dir. Perkins stated the proposed regs. are out for public comment and it is important for the County to provide its opinion. Number of cases will increase and the time for each case will as well. Supervisor Brunner, T/Java asked about lead in old water systems, i.e. Flint, Michigan. Dir. Perkins provided some input and stated it is not as significant as it used to be... PH Admin Paolucci said changes in regulations will be expensive.</i></p>			
10. Discussion: IT Capital Plan (equipment upgrades, hardware & software requirements, Windows 10) and associated expenses.		Motion: May Ayes: 8 Noes: Absent: 1 Kehl	Carried: XXX Defeated: Referred to: FINANCE
<p><i>There was extensive discussion for the need to be more deliberate in replacing computer equipment, upgrades, hardware and software and more aggressive planning coordination with the IT Dept. A PH employee recently had to stream a webinar on a personal cell phone. There is also a laptop that needs to be finished for the Admin. It was acknowledged that IT is currently short-staffed but there is still a need for more timely response from the IT Dept. Chairman Berwanger, T/Arcade requested Finance Chair Brick, T/Perry request to have this matter on the 06/04/19 Finance Comm. agenda.</i></p>			
11. FYI ~ Contract (\$3,000 and under): <ul style="list-style-type: none"> • D'Youville College School of Nursing, 320 Porter Avenue, Buffalo, NY for nursing clinical internship experience at the WCHD in Men's & Women's Reproductive Health Services; effective May, 2019 until amended or terminated by either party. No cost. • Lineage, 150 Lawrence Bell Drive, Suite 100, Williamsville, NY 14221 for provision of maintenance for the postage machine; \$25.92 per month, billed annually, effective June 2019 for 63 months (\$1,632.96). • CDW.G LLC, 200 North Milwaukee Ave., Vernon Hills, IL 60061 for purchase of a Surface Pro 6 I7 – BT computer hardware and 4 year warranty; \$2,327.85. 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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<p>12. Operational Update (As Needed): <u>ADMINISTRATION:</u></p> <ul style="list-style-type: none"> ➤ NYSDOH Consolidated Monitoring Review final report received <ul style="list-style-type: none"> ○ NO FINDINGS! Recommendations were made and are currently being worked through ➤ T21 <ul style="list-style-type: none"> ○ Purchase of tobacco products and it now includes vaping devices ○ On the Governor's desk for signing ➤ Parking lot repairs <ul style="list-style-type: none"> ○ Doing the whole project has been backed off and will be doing small areas and lines. ○ Increased traffic due to Veterans Services <p><u>ENVIRONMENTAL:</u></p> <ul style="list-style-type: none"> ➤ April Environmental Health Report (to view click on underlined text). Reviewed and attached. <ul style="list-style-type: none"> ○ S. Perkins spoke about a violation of a CAFO Plan and also the findings that the mass gathering permit is not consistent and Jam in the Valley was identified. NYS will be at the event this year to review <p><u>PUBLIC HEALTH NURSING :</u> <u>PH EMERGENCY PREPAREDNESS:</u> <u>MWHS:</u> <u>JAIL MEDICAL:</u> <u>CORONERS:</u> <u>W&M:</u> Update April – May / W&M Sales by Item Summary report (also provided to HRC) Reviewed and attached. (to view click on underlined text).</p>			
<p>13. Overnight Travel Authorization: G. Collins to attend NYSACHO Monthly Membership Meeting in High Peaks Resort, Lake Placid, NY, July 31 – Aug 1, 2019. Room rate is \$184 per night.</p>	<p><i>Walk-in item, info taken from submitted docs...</i></p>	<p>Motion: Hastings Ayes: 8 Noes: Absent: 1 Kehl</p>	<p>Carried: XXX Defeated: Referred to: APPROVED</p>
<p><i>At 10:21 AM there was a motion by Supervisor May, T/Orangeville to enter an executive session to discuss the employment of a potential employee. This was seconded by Supervisor Granger, T/Castile and all voted aye. A. Meyers (P4P) was excused. Deputy Clerk Perez remained. At 10:28 AM there was a motion by Supervisor May, T/Orangeville to end the executive session and continue the regular meeting. This was seconded by Supervisor Hasting, T/Eagle and all voted aye.</i></p>			

Signature of Committee Chairman: p/R. Ryan (minutes prepared by C. Ketchum/L. Perez).

Next Public Health Committee Meeting scheduled for **Wednesday, June 26, 2019 @ 9:00 AM.**

Committee Chair Initials: _____