

# PUBLIC HEALTH COMMITTEE MEETING MINUTES

Date: Wednesday, October 30, 2019 @ 9:00 AM

Present: **Grant**, Kehl, Granger, Hastings (9:03 AM), Brunner, King, Becker

Absent: **Ryan**, May

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Office; A. D. Berwanger/Board Chair; J. Samsel, T/Gainesville guest; M. Felix/Wyo. Co. Deputy; J. Brick, T/Perry (9:57 AM)

Department Agenda Item	Discussion	Decision	Action
<b>9:00 AM Committee Chair's Agenda</b>			
1. The <u><a href="#">Rules for Open Meetings</a></u> were read and distributed to Committee Members...		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
2. <b>FYI:</b> Change date of the November 27, 2019 Committee Meeting to Tuesday, November 26, 2019 at 9:00 a.m. due to Thanksgiving.	<i>Changes to date, time and location are the privilege of the Committee Chair ~ no action required.</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<b>9:00 AM Mental Health w/K. Dryja</b>			
1. <b>2019 Fall NYSAC Conf. Resolution:</b> <ul style="list-style-type: none"> <li><u><a href="#">Resolution</a></u> in Support of Establishing a Temporary Commission for the Evaluation of Office of Mental Health (OMH) Housing Programs Pursuant to S.5637-A (Carlucci)/A.7489-A (Gunther).</li> </ul>		Motion: Hastings Ayes: 7 Noes: Absent: 2 Ryan, May	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>
<i>Chairman Berwanger talked about the ribbon cutting at the DePaul Knitting Mill apartments in Perry recently. Community Services Director Dryja told the committee that this new apartment complex has 48 units. There are 24 other units with various owners spread out over the county.</i>			
2. <b>FYI ~ Contract (\$3,000 and under):</b> <ul style="list-style-type: none"> <li><b>WCJW</b>, Merchant Rd. Warsaw NY 14569 for the provision of radio ads during the High school basketball season, not to exceed \$538 ; effective 9/6/2019 through 11/1/2019.</li> </ul>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
3. <b>Permission</b> to hold the <u><a href="#">Suicide Prevention Coalition Remembrance Tree of Life celebration</a></u> on December 6th from 5 - 8 PM in the rotunda in conjunction with Warsaw Moonlight Magic (see attached proposal). Tree would be on display December 5 <sup>th</sup> to January 2 <sup>nd</sup> . Similar set up as last year.	<i>Provisions have been made with Probation Director Kibler to lock the rotunda after the event.</i>	Motion: Granger Ayes: 7 Noes: Absent: 2 Ryan, May	Carried: <b>XXX</b> Defeated: Referred to:  <b>APPROVED</b>
4. <b>FYI ~</b> <ul style="list-style-type: none"> <li>Offered Youth Mental Health First Aid training to Perry Central School, trained 47 teachers and staff in the JR. and SR. High</li> <li>Offering <u><a href="#">Talks Saves Lives suicide</a></u> prevention training to county departments, agriculture industry, and Wyoming County businesses.</li> </ul>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Department Agenda Item	Discussion	Decision	Action
<b>9:15 AM Public Health w/G. Collins, L. Paolucci, K. Standish &amp; S. Perkins</b>			
<p>1. <b>2019 Fall NYSAC Conf. Resolution:</b></p> <ul style="list-style-type: none"> <li>• <b>Resolution</b> for Allocating Unrestricted Resources to Local Health Departments to Fortify Provision of Core Public Health Services and Prepare for Implementation of Expanded Public Health Mandates</li> <li>• <b>Resolution</b> to Delay the Implementation of New Lead Poisoning Regulations Due to an Unworkable Timeline and Exorbitant Cost</li> </ul>	<p><i>Local Health Departments have provided in-put through NYSACHO to NYSAC for the creation of these resolutions.</i></p>	<p>Motion: Brunner Ayes: 7 Noes: Absent: 2 Ryan, May</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:</p> <p style="text-align: center;"><b>*RESOLUTION</b></p>
<p><b>FYI ~ Referred to 11-05-19 Finance Committee from 10-29-19 Human Resources</b> <i>Amend Salary Schedule S:</i> To amend the title of <i>Deputy Director of Environmental Health/Weights &amp; Measures</i> (position code #137.591) to <i>Deputy Director of Environmental Health</i>; effective November 13, 2019.</p>	<p><i>Updated Job Description Attached</i></p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p><b>FYI ~ Referred to 11-05-19 Finance Committee from 10-29-19 Human Resources</b> <i>Amend Salary Schedule S:</i> To set the salary of the <i>Deputy Director of Environmental Health</i> (position # 137.591) to \$58,000 annually, effective January 1, 2020. <i>Any COLA established for 2020 to be added to the above set salary.</i></p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p><b>FYI ~ Referred to 11-05-19 Finance Committee from 10-29-19 Human Resources</b> <i>Amend Salary Schedules D:</i> To remove the position of <i>Director of Weights and Measures</i> (position # 001.105) from the salary schedule; effective November 13, 2019.</p>	<p><i>Updated Job Description and Org Chart Attached. Paperwork to be sent directly to C. Ketchum</i></p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>

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Department Agenda Item	Discussion	Decision	Action
<p><b>Referred from 10-29-19 Human Resources</b>                      Appoint Robert W. Jines, 6591 Center Road, Gainesville NY 14066 as <i>Director of Weights &amp; Measurers</i>; effective November 14, 2019. (There is no “additional” compensation associated with this appointment).</p>	<p><i>Appointment to position to be formally effective the day after above amendments are approved by the Board of Supervisors.</i></p>	<p>Motion: Becker                      Ayes: 7                      Noes:                      Absent: 2 Ryan, May</p>	<p>Carried: <b>XXX</b>                      Defeated:                      Referred to:   <b>*RESOLUTION</b></p>
<p><b><i>Amend Wyoming County Board of Supervisors Rules of Procedure to move Weights and Measures from the Human Resource Committee to the Public Health Committee; effective at the 2020 Organizational Meeting.</i></b></p>			
<p><b>2. Professional Service Contract \$5,001 or greater:</b>                      Authorize Chairman/Commissioner of Health to sign a contract, pursuant to General Municipal Law §104(b) with <b><i>Environmental Testing and Consulting, Inc.</i></b> PO Box 466, Batavia, NY 14020 for residential lead hazard evaluations to meet Public Health Law requirements; according to fee schedule and based on volume. Effective October 1, 2019 through December 31, 2019</p>	<p><b>Lead Poisoning Prevention Program (LPPP) Changes, effective 10/1/19:</b> Recent amendments to NYS Public Health Law (§ 1370) and Part 67 of Title 10 of the New York Codes, Rules, and Regulations, with recommendations from the CDC: an elevated blood lead level will be defined as a blood lead level (BLL) greater than or equal to five micrograms per deciliter (<math>\geq 5 \mu\text{g/dL}</math>). This means that all activities that were previously occurring at a BLL of <math>\geq 10 \mu\text{g/dL}</math> for care coordination and <math>\geq 15 \mu\text{g/dL}</math> for environmental management will be required at a BLL of <math>\geq 5 \mu\text{g/dL}</math> as of 10/1/19.</p>	<p>Motion: Becker                      Ayes: 7                      Noes:                      Absent: 2 Ryan, May</p>	<p>Carried: <b>XXX</b>                      Defeated:                      Referred to:   <b>*RESOLUTION</b></p>
<p><b><i>Supervisor Brunner, T/Java questioned whether or not Public Health has provided any community education, such as providing flyers to homeowners and contractors. Public Health Admin. Paolucci confirmed that the Health Department has provided informational flyers to establishments such as Ace Hardware and similar businesses across the county regarding the dangers of lead poisoning and how to minimize exposure with information on how to contact the Health Department for more information.</i></b></p>			
<p><b>3. Disposition of Fixed Assets:</b>                      Declare surplus and transfer Infocus Projector LP 600 to Computer Services. Original cost in 2006 \$1,533.83</p>		<p>Motion: Kehl                      Ayes: 7                      Noes:                      Absent: 2 Ryan, May</p>	<p>Carried: <b>XXX</b>                      Defeated:                      Referred to:   <b>APPROVED</b></p>

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Department Agenda Item	Discussion	Decision	Action
4. Request permission to write-off 2017 balances deemed uncollectible from Men's & Women's Reproductive Health Services in the amount of \$1,055.03. This is 0.5% of annual payor revenue of \$209,280.80. No Journal Entry required; to be processed through the December 2019 Reconciliation.		Motion: King Ayes: 7 Noes: Absent: 2 Ryan, May	Carried: <b>XXX</b> Defeated: Referred to:  <b>APPROVED</b>
5. <i>Discussion:</i> • Men's & Women's Reproductive Health Services (Attica Clinic)		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<p><i>At 9:31 AM there was a motion by Supervisor Kehl to enter an executive session to discuss the employment and performance history of a particular employee. This was seconded by Supervisor Granger and all voted aye.</i></p> <p><i>Mr. Samsel and Deputy M. Felix were excused.</i></p> <p><i>Board Clerk Ketchum, Budget Officer Cook, and the Health Department officials remained.</i></p> <p><i>At 9:40 AM there was a motion by Supervisor Brunner to end the executive session and continue the regular meeting. This was seconded by Supervisor Becker and all voted aye.</i></p> <p><i>Mr. Samsel and Deputy Felix returned.</i></p>			
Permission to move forward with closing of the Attica Clinic for Men's & Women's Reproductive Health Services; effective February 01, 2020		Motion: Becker Ayes: 7 Noes: Absent: 2 Ryan, May	Carried: <b>XXX</b> Defeated: Referred to:  <b>APPROVED</b>
<p><i>. Appropriation:</i></p> <p><b>To:</b> 01.38.4010.4.41706 Medical/Safety Supplies \$4,500.00 w/01.03.4010.160107 Immunization Revenue \$4,500.00</p> <p><b>Reason:</b> Appropriate funds to purchase vaccines for the HD Immunization Clinics.</p>		Motion: Hastings Ayes: 7 Noes: Absent: 2 Ryan, May	Carried: <b>XXX</b> Defeated: Referred to:  <b>FINANCE</b>

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<p><b>7. Transfer:</b></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;"><b>From:</b> 01.38.4010.1.10101 FT CSEA</td> <td style="width: 40%; text-align: right;">\$10,165.38</td> </tr> <tr> <td>01.38.4010.8.81001 Retirement</td> <td style="text-align: right;">8,000.00</td> </tr> <tr> <td>01.38.4010.8.83001 FICA</td> <td style="text-align: right;"><u>3,105.00</u></td> </tr> <tr> <td style="text-align: right;">Total:</td> <td style="text-align: right;">\$21,270.38</td> </tr> <tr> <td><b>To:</b> 01.38.4011.1.10001 Fixed SDI</td> <td style="text-align: right;">6,000.00</td> </tr> <tr> <td>01.38.4011.1.10101 FT CSEA</td> <td style="text-align: right;">650.00</td> </tr> <tr> <td>01.38.4011.1.10202 Temp</td> <td style="text-align: right;">3,489.98</td> </tr> <tr> <td>01.38.4011.1.10301 OT</td> <td style="text-align: right;">16.40</td> </tr> <tr> <td>01.38.4011.1.10401 Longevity</td> <td style="text-align: right;">9.00</td> </tr> <tr> <td>01.38.4011.8.81001 Retirement</td> <td style="text-align: right;">1,000.00</td> </tr> <tr> <td>01.38.4011.8.82001 Disability</td> <td style="text-align: right;">30.00</td> </tr> <tr> <td>01.38.4011.8.83001 FICA</td> <td style="text-align: right;">650.00</td> </tr> <tr> <td>01.38.4011.8.85001 Medicare-FICA</td> <td style="text-align: right;">175.00</td> </tr> <tr> <td>01.38.4011.8.89001 Med/Hosp</td> <td style="text-align: right;">7,500.00</td> </tr> <tr> <td>01.38.4011.8.89002 HRA</td> <td style="text-align: right;">1,750.00</td> </tr> <tr> <td style="text-align: right;">Total</td> <td style="text-align: right;">\$21,270.38</td> </tr> </table> <p><b>Reason:</b> Transfer funds cover expenses due to staffing changes at the HD.</p>	<b>From:</b> 01.38.4010.1.10101 FT CSEA	\$10,165.38	01.38.4010.8.81001 Retirement	8,000.00	01.38.4010.8.83001 FICA	<u>3,105.00</u>	Total:	\$21,270.38	<b>To:</b> 01.38.4011.1.10001 Fixed SDI	6,000.00	01.38.4011.1.10101 FT CSEA	650.00	01.38.4011.1.10202 Temp	3,489.98	01.38.4011.1.10301 OT	16.40	01.38.4011.1.10401 Longevity	9.00	01.38.4011.8.81001 Retirement	1,000.00	01.38.4011.8.82001 Disability	30.00	01.38.4011.8.83001 FICA	650.00	01.38.4011.8.85001 Medicare-FICA	175.00	01.38.4011.8.89001 Med/Hosp	7,500.00	01.38.4011.8.89002 HRA	1,750.00	Total	\$21,270.38	<p><i>From Public Health Cost Center to Water Enhancement Cost Center</i></p>	<p>Motion: Granger Ayes: 7 Noes: Absent: 2 Ryan, May</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:</p>
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<p>8. Request permission to allow Community Action employees Colleen Rak and Connie McHugh to operate a County vehicle in performance of their Navigator program duties. They will be referred to the next Defensive Driving Program and required to abide by the provisions of the Wyoming County Vehicle Use Policy (last updated 9/10/19). The HD will work with the County Attorney to incorporate language into the Agreement between the HD and WCCAI to define the limits of the permission.</p>		<p>Motion: Brunner Ayes: 7 Noes: Absent: 2 Ryan, May</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:</p>																																
<p>9. <b>FYI ~ Contract (\$3,000 and under):</b></p> <ul style="list-style-type: none"> <li>• <b>The College at Brockport</b>, 350 New Campus Drive, Brockport, NY for a clinical internship experience; effective September 1, 2019 through August 31, 2024. No Cost.</li> <li>• <b>University of Rochester School of Nursing</b>, 601 Elmwood Avenue, Rochester, NY for a clinical internship experience; effective January 1, 2020 through December 31, 2024. No Cost.</li> </ul>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>																																

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Department Agenda Item	Discussion	Decision	Action
<p>10. <i>FYI ~ Employee Cell Phone Agreements</i></p> <ul style="list-style-type: none"> <li>• <b>Terminate employee cell phone reimbursement Agreements:</b> <ul style="list-style-type: none"> <li>○ R. Jines, effective 10/1/19</li> <li>○ Meyer, effective 10/1/19</li> <li>○ DeMuth, effective 11/1/19</li> </ul> </li> <li>• <b>New employee cell phone reimbursement Agreement:</b> <ul style="list-style-type: none"> <li>○ C. Glaus, effective 11/1/19</li> </ul> </li> </ul>		<p>Motion:</p> <p>Ayes:</p> <p>Noes:</p> <p>Absent:</p>	<p>Carried:</p> <p>Defeated:</p> <p>Referred to:</p>
<p>11. <i>Operational Update (As Needed):</i></p> <p><u>ADMINISTRATION:</u></p> <ul style="list-style-type: none"> <li>• HD Staffing Update                             <ul style="list-style-type: none"> <li>○ With the recent retirement of a Public Health Nurse, the newly appointed Director of Clinical and Community Services has opted to hold off on any position fills until a review the current infrastructure can be completed for future needs.</li> </ul> </li> </ul> <p><u>ENVIRONMENTAL:</u></p> <ul style="list-style-type: none"> <li>• <a href="#"><u>September Environmental Health Report</u></a></li> </ul> <p><u>PUBLIC HEALTH NURSING:</u></p> <p><u>MWHS:</u></p> <p><u>JAIL MEDICAL:</u></p> <p><u>CORONERS:</u></p> <ul style="list-style-type: none"> <li>➤ Meeting on October 28<sup>th</sup> at 5:30 pm at the HD</li> </ul>		<p>Motion:</p> <p>Ayes:</p> <p>Noes:</p> <p>Absent:</p>	<p>Carried:</p> <p>Defeated:</p> <p>Referred to:</p>
<p><i>At 9:57 AM Supervisor Brick, T/Perry entered the meeting during the Operational Update.</i></p> <ul style="list-style-type: none"> <li>➤ Laptops/equipment provided by NYSAC</li> </ul> <p><u>W&amp;M:</u> September W&amp;M <a href="#"><u>Update</u></a> &amp; <a href="#"><u>Financial Report</u></a> (also provided to HRC)</p>			

Signature of Committee Chairman: p/R. Ryan (minutes prepared by \_\_\_\_\_).

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

Committee Chair Initials: \_\_\_\_\_