

PUBLIC HEALTH COMMITTEE MEETING MINUTES

Date: Wednesday, July 31, 2019 @ 9:00 AM

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

Absent:

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; K. Harloff and M. Gibson, Leadership Wyoming; A. D. Berwanger/Board Chair (9:10 AM)

Department Agenda Item	Discussion	Decision	Action
Committee Chair's Agenda			
		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
9:00 AM Mental Health w/K. Dryja			
1. Overnight Travel Authorization: K. Dryja to attend Child Welfare Court Improvement Project training "Collaborating for Better Outcomes: Assessing Family Safety and Risk in the Context of Substance-Affected Families", August 1 st – 2 nd at the Holiday Valley Resort, PO Box 370, Ellicottville, NY 14731. Expenses to be reimbursed.		Motion: Kehl Ayes: 9 Noes: Absent:	Carried: XXX Defeated: Referred to: APPROVED
2. FYI: <ul style="list-style-type: none"> • Follow-up on prior grant application approval, 2-27-2019, STOP Act Grant. <ul style="list-style-type: none"> ○ We were informed we were not selected to be funded. 	<i>Additional funding up to \$50K for school prevention programs. As far as Director Dryja knows, no other agencies within Wyoming county were awarded this funder either...</i>	Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
3. FYI ~ Contract (\$3,000 and under): <ul style="list-style-type: none"> • Perry Center Fire Department, 2823 Rt. 246 PO Box 204 Perry, NY 14530, for 1 – 20 x 40 tent, 1 – 10 x 20 tent with 3 sides, 12 tables and 50 chairs in an amount not to exceed \$550.00; effective August 1, 2019 to September 1, 2019. 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<i>At 9:10 AM Chairman Berwanger, T/Arcade entered the meeting during the below agenda item.</i>			
4. FYI ~ Update on Dwyer Picnic: <ul style="list-style-type: none"> • Estimated expenses: <ul style="list-style-type: none"> ○ Perry Center Fire Department <ul style="list-style-type: none"> ▪ (Item 3 above), \$550. ○ Go 4 It Graphics <ul style="list-style-type: none"> ▪ 217 Tee shirts (contacted 5 businesses for quotes) \$2,340, ○ Perry Center Fire Department <ul style="list-style-type: none"> ▪ Chicken BBQ - minimum of 150 meals at \$13 ea. \$1,950, ▪ Post card invitations \$95, ○ Estimated expense \$4,935.00. ○ This does not include additional water/ice that may be purchased. ○ Working with the Director of Veterans Services as well on the procurement of additional chairs. <p><i>Budget Officer Cook and Community Services Director Dryja stated to the Committee that the current round of this grant funding is, "pretty much tapped out." May have Veteran Services Director Harvey attend Finance</i></p>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

Committee Chair Initials: _____

PUBLIC HEALTH COMMITTEE MEETING MINUTES

Date: Wednesday, July 31, 2019 @ 9:00 AM

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

Absent:

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; K. Harloff and M. Gibson, Leadership Wyoming; A. D. Berwanger/Board Chair (9:10 AM)

Department Agenda Item	Discussion	Decision	Action
<i>Committee to discuss the balance of Dwyer grant. Between \$52,000 and \$54,000 awarded this year.</i>			
9:15 AM Public Health w/G. Collins, L. Paolucci, & K. Standish			
<p>1. FYI ~ <i>Referred to 08-06-19 Finance Committee from 07-30-19 Human Resources</i></p> <p style="text-align: center;">Position Abolish/Create/Fill: Health Department</p> <ul style="list-style-type: none"> • Abolish one (1) position of Emergency Preparedness Coordinator (1.0 FTE) (Position # 120.470) on Schedule S, effective August 14, 2019. • Create/fill (1) position of Public Health Program Coordinator (1.0 FTE) on Salary Schedule S at an annual salary \$48,000.00 annually, effective August 14, 2019. 	<p><i>Funded by HRI PHEP grant and NYSDOH DWE grant. Selected candidate should be eligible for Schedule S COLA adjustment at 1/1/2020. (Per PH Admin. Paolucci)</i></p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>2. FYI ~ <i>Referred to 08-06-19 Finance Committee from 07-30-19 Human Resources</i></p> <p style="text-align: center;">Position Fill: Health Department</p> <p>One (1) position of Public Health Sanitarian (1.0 FTE) (Position # 055.198), CSEA Schedule A, Grade 14 at \$20.67/hr - \$23.85/hr. Person vacating: A. Meyer; effective August 14, 2019. Position available: August 14, 2019.</p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>3. FYI ~ <i>Referred to 08-06-19 Finance Committee from 07-30-19 Human Resources</i></p> <p style="text-align: center;">Position Fill: Health Department</p> <p>One (1) position of Public Health Technician (1.0 FTE) (Position # 064.199), CSEA Schedule A, Grade 12 at \$19.71/hr - \$22.58/hr. Person vacating: R. Stevens; effective August 14, 2019. Position Available: August 14, 2019.</p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>4. FYI ~ <i>Referred to 08-06-19 Finance Committee from 07-30-19 Human Resources</i></p> <p style="text-align: center;">Position Fill: Health Department</p> <p>One (1) position of Keyboard Specialist (1.0 FTE) (Position # 052.337), CSEA Schedule A, Grade 2 at \$15.89/hr - \$17.35/hr. Person vacating: Michelle Smith; effective August 5, 2019. Position available: August 7, 2019.</p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>

Committee Chair Initials: _____

PUBLIC HEALTH COMMITTEE MEETING MINUTES

Date: Wednesday, July 31, 2019 @ 9:00 AM

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

Absent:

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; K. Harloff and M. Gibson, Leadership Wyoming; A. D. Berwanger/Board Chair (9:10 AM)

Department Agenda Item	Discussion	Decision	Action
<p>5. FYI ~ Referred to 08-06-19 Finance Committee from 07-30-19 Human Resources Position Abolish/Create/Fill: Health Department</p> <ul style="list-style-type: none"> Abolish one (1) position of Director of Nursing (1.0 FTE) (Position # 037.097) on Schedule S, effective August 14, 2019. Create/fill one (1) position of Director of Clinical and Community Services (1.0 FTE) on Schedule S; salary to be determined (not to exceed amount budgeted), effective August 14, 2019. 	<p>B. DeMuth will be acting Director of Clinical and Community Services with out of title pay until a permanent candidate is selected...</p>	<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>6. Professional Service Contract: Authorize Chairman/Commissioner of Health to sign a Sub-Agreement between the Wyoming County Health Department, 5362 Mungers Mill Road, Silver Springs, NY and Wyoming County Community Action, Inc., 6470 Route 20A, Suite 1, Perry, NY for reimbursement of Navigator Grant Program activities in an amount not to exceed \$81,823.46 effective August 1, 2019 through July 31, 2020. Fully reimbursed by the NYSDOH "Consumer Assistance for NY State of Health: Navigator Program" grant approved by Wyoming County Board of Supervisors Resolution #19-260 on June 11, 2019</p>		<p>Motion: Brunner Ayes: 9 Noes: Absent:</p>	<p>Carried: XXX Defeated: Referred to:</p> <p>*RESOLUTION</p>
<p>7. Appointments: Wyoming County Board of Health Physician Member To complete an unexpired term effective through December 31, 2021</p> <ul style="list-style-type: none"> Dr. Salman Abbasey, MD (replacing Dr. Pagnani) 400 North Main Street, Warsaw, NY 14569 	<p>Replacing Dr. Pagnini.</p>	<p>Motion: May Ayes: 9 Noes: Absent:</p>	<p>Carried: XXX Defeated: Referred to:</p> <p>*RESOLUTION</p>
<p>8. Grant Acceptance: Authorize Chairman and Commissioner of Health to sign a grant acceptance award with the New York State Governor's Traffic Safety Committee, 6 Empire State Plaza, Albany, NY 12228 for the provision of funding for the Child Passenger Safety Program in a minimum amount of \$2,200.00; effective October 1, 2019 through September 30, 2020.</p>	<p><i>Permission to apply granted by PHC on May 1, 2019</i></p>	<p>Motion: Granger Ayes: 9 Noes: Absent:</p>	<p>Carried: XXX Defeated: Referred to:</p> <p>*RESOLUTION</p>

Committee Chair Initials: _____

PUBLIC HEALTH COMMITTEE MEETING MINUTES

Date: Wednesday, July 31, 2019 @ 9:00 AM

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

Absent:

Also Present: C. Ketchum/Board Clerk; J. Cook/Budget Officer; K. Harloff and M. Gibson, Leadership Wyoming; A. D. Berwanger/Board Chair (9:10 AM)

Department Agenda Item	Discussion	Decision	Action
<p>9. FYI: NYS Department of Health Limited Service Laboratory Registration renewal application (multi-site covering the Jail, EMS and the HD); \$200 for October 27, 2019 to October 27, 2021.</p>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<p>10. Appropriation: To: 01.38.4010.4.42429 Rabies Treatment \$28,000.00 <i>w/any funds available</i> \$28,000.00 Reason: To cover the cost of rabies post exposure treatment.</p>		Motion: May Ayes: 9 Noes: Absent:	Carried: XXX Defeated: Referred to: FINANCE
<p>11. FYI ~ Contract (\$3,000 and under):</p> <ul style="list-style-type: none"> • Dival Safety Equipment, Inc., 1721 Niagara Street, Buffalo, NY 14207 for the provision of medical and safety supplies and services, not to exceed \$500.00; effective July 23, 2019 through December 31, 2019. • Roberts Wesleyan College School of Nursing, 2301 Westside Drive, Rochester, NY 14624 for a clinical experience student program, no cost; effective July 1, 2018 to June 30, 2023. 		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:
<p>12. Operational Update (As Needed): <u>ADMINISTRATION:</u></p> <ul style="list-style-type: none"> ➤ T21 signed (Tobacco 21) ➤ Facility Updates: <ul style="list-style-type: none"> ○ Parking lot repairs complete <ul style="list-style-type: none"> ▪ K. Wiedemann did a great job with the follow up... ○ Veterans Parking Signs in process ○ Surplus Trailer ○ Clerical Coverage <p><u>ENVIRONMENTAL:</u></p> <ul style="list-style-type: none"> ➤ June Environmental Health Report <p><u>PUBLIC HEALTH NURSING :</u> MWHS: <u>New Title X Rule</u> (see attached) – conf. call 7/26 <u>JAIL MEDICAL:</u> Update –</p> <ul style="list-style-type: none"> ➤ Discussion <ul style="list-style-type: none"> ○ Inmate fatality. ○ Jail Nurse supported. More to follow... <p><u>CORONERS:</u> W&M: <u>June Update</u> (also provided to Human Resource Committee), Fair Booth <i>Reviewed and attached.</i></p>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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

Next Public Health Committee Meeting scheduled for **Wednesday, August 28, 2019 @ 9:00 AM.**

Committee Chair Initials: _____