

# PUBLIC HEALTH COMMITTEE MEETING MINUTES

Committee meetings are now open to the general public.  
We ask that you continue to practice safe social distancing requirements.

*Thank you!*

Date: Wednesday, February 01, 2023 @ 9:00 AM

Location: *Supervisors' Chambers, 2<sup>nd</sup> floor of the government center.*

Present: *Davis*, Roche, May, Brick, King, Becker (9:09 AM)

Absent: *Grant*

Also Present: C. Ketchum/Board Clerk; B. Kehl, T/Attica; V. McCormick, T/Java (9:04 AM); J. Cook/Budget Officer (9:08 AM)

Department Agenda Item	Discussion	Decision	Action
<b>9:00 AM Committee Chair's Agenda</b>			
1. <i>FYI:</i> Change date of the March 01, 2023 Committee Meeting to Wednesday, February 22, 2023 at 9:00 AM to accommodate Committee Members attending the Winter NYSAC conference.	<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:
2. <i>Cholangiocarcinoma Awareness Month Proclaimed and "Light it Green" for CCA</i>		Motion: May Ayes: 6 Noes: Absent: 1 Becker	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>
<b>9:00 AM Mental Health w/K. Dryja</b>			
<b>At 9:04 AM Supervisor McCormick, T/Java entered the meeting during the below Agenda Item.</b>			
1. <i>Re-appointments:</i> COMMUNITY SERVICES BOARD • <i>Supervisor Member</i> <i>One (1) year term effective January 01, 2023 through December 31, 2023</i> • <i>Jerry Davis (T/Covington)</i> , PO Box 445, 7414 Court Road, Pavilion, NY 14525 MENTAL HEALTH SUBCOMMITTEE <i>Supervisor Member</i> <i>One (1) year term effective January 01, 2023 through December 31, 2023</i> • <i>Jerry Davis (T/Covington)</i> , PO Box 445, 7414 Court Road, Pavilion, NY 14525		Motion: May Ayes: 6 Noes: Absent: 1 Becker	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>
2. <i>FYI ~ Contract (\$3,000 and under):</i> • <i>Pitney Bowes, Inc.</i> , PO Box 981039, Boston MA 02298 for postage meter services in an amount not to exceed \$1,200.00; effective January 1, 2023 through December 31, 2027. <span style="background-color: yellow;">(MUNIS CONTRACT #1151)</span> - ✓✓		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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

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Absent: *Grant*

Also Present: C. Ketchum/Board Clerk; B. Kehl, T/Attica; V. McCormick, T/Java (9:04 AM); J. Cook/Budget Officer (9:08 AM)

Department Agenda Item	Discussion	Decision	Action
<p><b>3. Professional Service Contract (\$5,001 or greater):</b>                      Authorize Chairman to sign a contract, pursuant to General Municipal Law §104(b), with <b>Dr. Daniel Antonius</b>, 172 St. James Place, Buffalo, NY 14222 for competency psychiatric examinations in an amount not to exceed \$6,000.00; effective January 1, 2023 through December 31, 2023. <b>(MUNIS CONTRACT #1179) - ✓✓</b></p>		Motion: May Ayes: 6 Noes: Absent: 1 Becker	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>
<p><b>4. Professional Service Contract (\$5,001 or greater):</b>                      Authorize Chairman to sign a contract, pursuant to General Municipal Law §104(b), with <b>Dr. Corey Leidenfrost</b>, 253 Highland Ave., Buffalo, NY 14222 for the provision of competency psychiatric examinations in an amount not to exceed \$6,000.00; effective January 1, 2023 through December 31, 2023. <b>(MUNIS CONTRACT #1180) - ✓✓</b></p>		Motion: May Ayes: 7 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>
<p><i>At 9:08 AM Budget Officer Cook entered the meeting during the below Agenda Item.</i></p>			
<p><i>At 9:09 AM Supervisor Becker, T/Sheldon entered the meeting during the below Agenda Item.</i></p>			
<p><b>5. Professional Service Contract (\$5,001 or greater):</b>                      Authorize Chairman to sign a contract, pursuant to General Municipal Law §104(b), with <b>Genesee-Livingston-Orleans-Wyoming OUT!, Inc.</b>, 201 East Main St., Batavia, NY 14020, for a range of support services for persons identifying within the LGBTQ Community in an amount not to exceed \$15,000.00; effective January 1, 2023 through December 31, 2023. <b>(MUNIS CONTRACT #1234) - ✓✓</b></p>		Motion: King Ayes: 7 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>
<p><b>6. Professional Service Contract (\$5,001 or greater):</b>                      Authorize Chairman to sign a contract, pursuant to General Municipal Law §104(b), with <b>Beaver Hollow of Niagara LLC</b>, 1083 Pit Rd, Java Center, NY 14082, for monthly therapeutic recreation events for Dwyer Veterans program in an amount not to exceed \$24,840.00; effective January 1, 2023 through December 31, 2023. <b>(MUNIS CONTRACT #1094) - ✓✓</b></p>		Motion: King Ayes: 7 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>

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Absent: *Grant*

Also Present: C. Ketchum/Board Clerk; B. Kehl, T/Attica; V. McCormick, T/Java (9:04 AM); J. Cook/Budget Officer (9:08 AM)

Department Agenda Item	Discussion	Decision	Action
<p><b>7. Professional Service Contract \$5,001 or greater:</b>                      Authorize Chairman to sign a contract, pursuant to General Municipal Law §104(b), with <i>Mane Encounters</i>, 1796 Centerline Rd, Varysburg, NY 14167 for Equine Assisted Learning and/or Psychotherapy for Dwyer Veterans and their family in an amount not to exceed \$10,000.00; effective January 01, 2023 through December 31, 2023. <b>(MUNIS CONTRACT #1095)</b> - ✓✓</p>		Motion: King Ayes: 7 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  * <b>RESOLUTION</b>
<p><b>8. Amend Resolution No. 22-016:</b>                      Authorize Chairman to sign an amended grant application and acceptance award with <i>Community Budget &amp; Financial Management, Office of Mental Health</i>, 44 Holland Ave., 7<sup>th</sup> Floor, Albany, NY 12229 for COVID emergency relief funding for the Community Mental Health Services Block Grant Program – CFDA #93.958 for children’s system of care initiatives in a minimum amount of \$25,000.00; effective September 15, 2021 through <del>December 31, 2022</del> <b>December 31, 2023</b> due to a one-year no-cost grant extension. <b>(MUNIS CONTRACT # pending)</b></p>		Motion: King Ayes: 7 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  * <b>RESOLUTION</b>
<p><b>9. Amend Resolution No. 22-653</b>                      Authorize Chairwoman to sign an Amended Contract with <i>Coordinated Care Services, Inc.</i>, 1099 Jay Street, Building J, Rochester, NY to reflect the following revisions:</p> <ul style="list-style-type: none"> <li>• <i>Increase in funding due to no-cost grant extension for funds remaining on OMH System of Care grant bringing contract total for 2023 to an amount not to exceed \$409,066.00 which is an increase of \$5,000.00 from original contract. <b>(MUNIS CONTRACT Change Order #909)</b></i> - ✓✓</li> </ul>		Motion: King Ayes: 7 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  * <b>RESOLUTION</b>

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Absent: *Grant*

Also Present: C. Ketchum/Board Clerk; B. Kehl, T/Attica; V. McCormick, T/Java (9:04 AM); J. Cook/Budget Officer (9:08 AM)

Department Agenda Item	Discussion	Decision	Action
<p><b>10. Amend Resolution No. 22-650:</b>                      Authorize Chairwoman to sign an Amended Contract with <b><i>Living Opportunities of DePaul</i></b>, 2475 George Urban Blvd, Suite 201, Depew, NY 14043 to reflect the following revisions:</p> <ul style="list-style-type: none"> <li>• Increase in State aid bringing contract total for 2023 to an amount not to exceed \$376,458.00 which is an increase of \$15,600.00 from original contract. <b>MUNIS CONTRACT Change Order #924</b> - ✓✓</li> </ul>		Motion: King Ayes: 7 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>
<p><b>11. 2023 Appropriation</b>  <b>To:</b> 014220.542417.SAPT Subst Abuse/Treatm Grt <u>\$8,881.00</u>                      w/01422004.444920.SAPT Subst Abuse Federal \$8,881.00  <b>Reason:</b> Funding for OASAS Federal Block Grants for P4P</p>		Motion: Brick Ayes: 7 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to: <b>FINANCE</b>
<p><b>12. 2023 Appropriation</b>  <b>To:</b> 014220.542417.SAPTI Primry Prev Infrast Gnt <u>\$8,881.10</u>                      w/01422004.444920.SAPTI Subst Abuse Federal \$8,881.10  <b>Reason:</b> Funding for OASAS Infrastructure Federal Block Grants for P4P</p>		Motion: Brick Ayes: 7 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>FINANCE</b>
<p><b>13. 2023 Appropriation</b>  <b>To:</b> 014325.542445 Supported Apartment <u>\$15,600.00</u>                      w/01432500.434900 Mental Health \$15,600.00  <b>Reason:</b> Increase in State Aid</p>		Motion: Brick Ayes: 7 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to: <b>FINANCE</b>
<p><b>14. Updates:</b></p> <ul style="list-style-type: none"> <li>• Assistant Director of Adult Services                             <ul style="list-style-type: none"> <li>○ Last day was last Friday</li> <li>○ No qualified applicants yet.</li> </ul> </li> <li>• Building had a major water leak                             <ul style="list-style-type: none"> <li>○ 25K gal. of water saturated 3 offices</li> <li>○ Mooney's crew has since completed the restoration. Just waiting on furniture</li> </ul> </li> <li>• Toured Hillside Children's center yesterday</li> </ul>		Motion: Ayes: Noes: Absent:	Carried: Defeated: Referred to:

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Absent: *Grant*

Also Present: C. Ketchum/Board Clerk; B. Kehl, T/Attica; V. McCormick, T/Java (9:04 AM); J. Cook/Budget Officer (9:08 AM)

Department Agenda Item	Discussion	Decision	Action
<b>9:15 AM Public Health w/G. Collins, L. Paolucci, R. Jines &amp; J. Merrill</b>			
<p>1. <b>Appointment:</b>  <span style="padding-left: 40px;"><b>Wyoming County Board of Health</b></span>  <span style="padding-left: 80px;">Supervisor Member</span>  <b>One (1) year term effective January 1, 2023 through December 31, 2023</b></p> <ul style="list-style-type: none"> <li><b>Jerry Davis (T/Covington)</b>, PO Box 445, 7414 Court Road, Pavilion, NY 14525</li> </ul>		<p>Motion: Brick                      Ayes: 7                      Noes:                      Absent:</p>	<p>Carried: <b>XXX</b>                      Defeated:                      Referred to:</p> <p style="text-align: center;"><b>*RESOLUTION</b></p>
<p>2. <b>FYI ~ Contract (\$3,000 and under):</b></p> <ul style="list-style-type: none"> <li><b>D'Youville University</b>, 320 Porter Avenue, Buffalo, NY 14201. An affiliation Agreement for student placement at the WCHD as a host organization; effective 1/1/2023 through 12/31/2027. NO COST.</li> </ul>		<p>Motion:                      Ayes:                      Noes:                      Absent:</p>	<p>Carried:                      Defeated:                      Referred to:</p>
<p>3. <b>Overnight Travel Authorization:</b>                      C. Glaus and T. Csendom to attend 2023 Statewide Immunization Meeting Saratoga Springs, NY, March 28-29, 2023. The county car will be used. NYSACHO covering a portion of attendance, remainder budgeted (hotel, gas, employee expenses)</p>	ATTACHMENT	<p>Motion: Becker                      Ayes: 7                      Noes:                      Absent:</p>	<p>Carried: <b>XXX</b>                      Defeated:                      Referred to:</p> <p style="text-align: center;"><b>APPROVED</b></p>
<p>4. <b>Amend Resolution #21-429 (10/12/21):</b>                      Authorize Chairman / Commissioner of Health to sign a grant award amendment with <b>Health Research, Inc.</b>, 150 Broadway, Suite 516, Menands, NY for the Public Health Corps Fellows Program, to reflect the following revisions:</p> <ul style="list-style-type: none"> <li>increase award amount by \$99,055.00 for a total award in a minimum amount of \$647,807.00 and extend date to 6/30/2024. All else remains the same. <b>MUNIS CONTRACT #1216</b> - ✓✓</li> </ul>		<p>Motion: May                      Ayes: 7                      Noes:                      Absent:</p>	<p>Carried: <b>XXX</b>                      Defeated:                      Referred to:</p> <p style="text-align: center;"><b>*RESOLUTION</b></p>

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Department Agenda Item	Discussion	Decision	Action
<p><b>5. 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>Warsaw Pennysaver, Inc.</b>, 72 North Main Street, Warsaw, NY 14569 for program advertising, graphic design and printing. Total cost dependent on volume, not to exceed amount budgeted; effective January 1, 2023 through December 31, 2023. <b>(MUNIS CONTRACT #1162) - ✓✓</b></p>		Motion: Brick Ayes: 7 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>
<p><b>6. Professional Service Contract (\$5,001 or greater):</b>                      Authorize Chairman / Commissioner of Health to sign an Agreement pursuant to General Municipal Law §104(b), with <b>Toshiba</b> for purchase and maintenance of (1) Toshiba e-STUDIO6516ACT for \$7,300.00 plus quarterly per page charge to cover service, maintenance and supplies. Purchase funds budgeted and reimbursed by NYSDOH Year 10 Performance Incentive Award. Quarterly per page cost dependent on volume, not to exceed amount budgeted; effective February 1, 2023 through useful life of equipment. NYS OGS #PM68135. <b>(MUNIS CONTRACT #1196) - ✓✓</b></p>		Motion: Brick Ayes: 7 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>*RESOLUTION</b>
<p><b>7. 2023 Appropriation:</b>                      To: 014010.520401 MISC EQUIPMENT \$7,300.00                      w/ 01401016.434010 Additional State Aid \$7,300.00  <b>Reason:</b> Appropriate a portion of the NYSDOH Year 10 Performance Incentive Award for purchase of a copier/fax to replace equipment at end of life.</p>		Motion: Becker Ayes: 7 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>FINANCE</b>
<p><b>8. 2023 Appropriation:</b>                      To: 014010.542435 CYSHCN \$13,954.00                      w/ 01401028.444890 CYSHCN (federal) \$13,954.00  <b>Reason:</b> Appropriate federal funding awarded in the NYSDOH CYSHCN grant previously administered at the YB, now administered by the HD.</p>	<p style="text-align: center;"><i>Children and Youth grant</i></p>	Motion: Becker Ayes: 7 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>FINANCE</b>

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Absent: *Grant*

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Department Agenda Item	Discussion	Decision	Action
<p><b>9. 2023 Appropriation:</b>  <b>To:</b> 014050.510001 Salaries SDI \$15,000.00                      014050.520002 Computer Equipment 5,000.00                      014050.540201 Dues – Affiliation Fee 1,900.00                      014050.540301 Professional Service Contract 121,874.00                      014050.540406 Employee Mileage (50.00)                      014050.540503 Gasoline 1,000.00                      014050.541010 Office Supplies 1,500.00                      014050.541214 Supplies 14,499.00                      014050.581001 Retirement 1,950.00                      014051.583001 FICA 930.00                      014052.585001 Medicare – FICA <u>217.00</u>                      w/01405001.434010 Healthy Families (STATE)                      \$163,820.00</p> <p><b>Reason:</b> Appropriate revenue awarded in the Healthy Families Grant due to the addition of programming in Genesee County.</p>		<p>Motion: Becker                      Ayes: 7                      Noes:                      Absent:</p>	<p>Carried: <b>XXX</b>                      Defeated:                      Referred to:</p> <p style="text-align: right;"><b>FINANCE</b></p>
<p><b>10. 2022 Appropriation:</b>  <b>To:</b> 014010.540704 Lab Fees – Basic \$2,990.75                      w/ 01401003.416010 PH Env Fees \$2,990.75</p> <p><b>Reason:</b> Appropriate additional funds to cover the remaining expense for Lab Fees associated with water samples.</p>		<p>Motion: Becker                      Ayes: 7                      Noes:                      Absent:</p>	<p>Carried: <b>XXX</b>                      Defeated:                      Referred to:</p> <p style="text-align: right;"><b>FINANCE</b></p>
<p><b>11. 2022 Appropriation:</b>  <b>To:</b> 014010.540111 Computer Insurance \$6,194.09                      w/any funds available \$6,194.09</p> <p><b>Reason:</b> Appropriate funds to cover actual expense of Computer Insurance</p>	<p style="font-size: 2em; font-style: italic; opacity: 0.5;">Withdrawn</p> <p style="font-weight: bold;">By the department</p>	<p>Motion:                      Ayes:                      Noes:                      Absent:</p>	<p>Carried:                      Defeated:                      Referred to:</p>
<p><b>12. 2020 &amp; 2021 Family Planning Write-Off:</b>                      Write-off of 2020 &amp; 2021 uncollectible outstanding balances for WCHD Men’s and Women’s Reproductive Health Clinic:                      2020 \$6,299.62                      2021 \$9,449.88</p>	<p><i>Details will be provided at the meeting.</i></p>	<p>Motion: Becker                      Ayes: 7                      Noes:                      Absent:</p>	<p>Carried: <b>XXX</b>                      Defeated:                      Referred to:</p> <p style="text-align: right;"><b>APPROVED</b></p>

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



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Absent: *Grant*

Also Present: C. Ketchum/Board Clerk; B. Kehl, T/Attica; V. McCormick, T/Java (9:04 AM); J. Cook/Budget Officer (9:08 AM)

Department Agenda Item	Discussion	Decision	Action
<p><b>13. Disposition of Fixed Assets:</b> Declare surplus and dispose of ON (1) Toshiba eStudio 555 Copier/Fax Scanner serial #CBK018305. Original cost in 2010 was \$9,422.00; property ID#4010.9.01.10. To be recycled by IT</p>		Motion: May Ayes: 7 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>APPROVED</b>
<p><b>14. Disposition of Fixed Assets</b> Declare surplus and dispose of one (1) NEC Phone System and Phones serial #16129134. Original cost in 2006 was \$25,000.00; property ID#4010.19.05.06. To be recycled by IT.</p>		Motion: May Ayes: 7 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>APPROVED</b>
<p><b>15. Position Creation/Fill:</b> <i>Health Department</i> One (1) position of <u>Public Health Technician</u> (1.0fte), CSEA Schedule A, Grade 15 (hourly rate of \$22.43/hr to \$26.09); effective February 20, 2023.</p>	<p><i>Budgeted position, funded by increased NYSDOH Article 6 State Aid.</i></p>	Motion: Brick Ayes: 7 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>FINANCE</b>
<p><b>16. Position Abolish:</b> <i>Health Department</i> One (1) position of <u>Student Aide (Seasonal)</u>(1.0fte) (position code #075.319) and amend Salary Schedule G to remove this title; effective February 15, 2023.</p>		Motion: May Ayes: 7 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>FINANCE</b>
<p><b>17. Position Fill:</b> <i>Health Department</i> One (1) position of <u>Public Health Corp Fellow</u> (1.0fte) (Position Code #155.642) on Schedule G, \$42,433/year to replace A. Rimbeck; position available date is February 13, 2023.</p>		Motion: May Ayes: 7 Noes: Absent:	Carried: <b>XXX</b> Defeated: Referred to:  <b>FINANCE</b>

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Department Agenda Item	Discussion	Decision	Action
<p>18. <i>Amend Salary Schedule "G"</i>: To provide the <i>Director of Clinical and Community Services (#141.610)</i> with an annual stipend in the amount of \$15,000.00, effective 1/1/2023 through 9/30/2027 for Program Manager duties associated with the fully-approved OCFS Healthy Families grant to deliver services in Wyoming and Genesee Counties (approved by Resolutions 22-409 &amp; 22-658. MUNIS 629).</p>	<p>Discuss key points</p>	<p>Motion: May Ayes: 7 Noes: Absent:</p>	<p>Carried: <b>XXX</b> Defeated: Referred to:</p> <p style="text-align: right;"><b>FINANCE</b></p>
<p>19. <i>Building Renovation update</i></p>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>
<p>20. <i>Operational Update (As Needed)</i>: <u>ADMINISTRATION:</u></p> <ul style="list-style-type: none"> <li>• NYSDOH announced a CDC Public Health Infrastructure and Workforce grant opportunity, potential award for Wyoming County \$550,000 for five years. Awaiting additional information.</li> <li>• Public Health Accreditation</li> </ul> <p><u>ENVIRONMENTAL:</u></p> <ul style="list-style-type: none"> <li>➤ <a href="#"><u>December Environmental Health Report</u></a></li> <li>➤ <a href="#"><u>2023 Rabies Clinic Schedule</u></a></li> </ul> <p><u>PUBLIC HEALTH NURSING:</u></p> <p><u>PH EMERGENCY PREPAREDNESS:</u></p> <p><u>JAIL MEDICAL:</u></p> <p><u>CORONERS:</u></p> <p><u>Weights &amp; Measures:</u></p> <ul style="list-style-type: none"> <li>➤ <a href="#"><u>December Weights &amp; Measures Report</u></a></li> </ul>		<p>Motion: Ayes: Noes: Absent:</p>	<p>Carried: Defeated: Referred to:</p>

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

Next Public Health Committee Meeting scheduled for **Wednesday, February 22, 2023 @ 9:00 AM.**

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