

# PUBLIC HEALTH COMMITTEE MEETING MINUTES

In accordance with Executive Order 202.1 issued by Governor Cuomo, dated March 12, 2020 and entitled, CONTINUING TEMPORARY SUSPENSION AND MODIFICATION OF LAWS RELATING TO THE DISASTER EMERGENCY (COVID 19) permits any public body to meet and take such actions authorized by law without permitting in public in-person access to meetings and authorizing such meetings to be held remotely by conference call or similar service, provided that the public has the ability to view or listen to such proceeding...

Date: Wednesday, May 26, 2021 @ 9:00 AM

Location: *Supervisors' Committee Room, 2<sup>nd</sup> floor of the government center & Zoom Conference Call. Meetings remain closed to the public.*

The public can observe via *BOS YouTube Channel* (<https://www.youtube.com/channel/UCcfZs0H1gcOl67v1R8g-Ow>)

Present: *Davis*, King, Becker, Roche, Roberts, Brick, May (Zoom)

Absent: *Grant*, Berwanger

Also Present: C. Ketchum/Board Clerk; B. Kehl, T/Attica; D. Granger, T/Gainesville; B. Ryan/Board Chair (9:18 AM); A. Brunner, T/Java (9:19 AM); S. Klein, T/Castile (9:48 AM)

| Department Agenda Item   | Discussion  | Decision  | Action  |
|--|---|---|---|
| <b>9:00 AM Mental Health w/K. Dryja</b>  |   |   |   |
| <p><b>1. Professional Services Contract \$3,001- \$5,000:</b><br/>                     Authorize Chairman to sign a contract, pursuant to General Municipal Law §104(b), with <i>Corral Custom Catering</i>, PO Box 26, Perry, NY 14530 for a location to maintain proper social distancing, as well as, a chicken BBQ provided for the Dwyer Picnic in an amount not to exceed \$5,000.00; effective August 1, 2001 through August 31, 2021.</p>  |   | Motion: Brick<br>Ayes: 7<br>Noes:<br>Absent: 2 Grant, Berwanger | Carried: <b>XXX</b><br>Defeated:<br>Referred to:<br><br><b>APPROVED</b> |
| <p><i>As part of the local planning process, Local Governmental Units (LGUs) develop and annually submit a combined Local Services Plan (LSP) to all three Mental Hygiene agencies (OASAS, OMH, OPWDD) through the Mental Hygiene County Planning System. The Wyoming County Mental Health Dept. obtains feedback from community stakeholders which helps to establish long-range goals and objectives and guides the creation of the LSP. I plan to send a survey to the Supervisors to solicit information from their perspective on the needs of their community in the areas of mental health, addiction, and developmental disabilities. The survey can be filled out and submitted through Google Docs or directly in the email.</i></p> |   |   |   |
| <b>9:00 AM Public Health w/G. Collins, L. Paolucci, K. Standish &amp; R. Jines</b>   |   |   |   |
| <p><b>FYI ~ Referred to 06-01-21 Finance Committee from 05-25-21 Human Resources</b><br/> <i>Position Fill: Health Department</i><br/>                     One (1) position of <u>Director of Environmental Health</u> (FT – 1.0 FTE) (position # 107.422) on salary Schedule S at an annual salary of \$73,000.00, with an increase of \$1,000.00 upon permanent appoint, subject to performance benchmarks set and evaluated by the Public Health Administrator. Candidate to be eligible for 2022 COLA. Person Vacating: Steve Perkins, effective July 5, 2021. Position Available: July 12, 2021.</p>  | <p><i>The duties of this position will be split 75% Health Department and 25% Weights and Measures.</i></p> | Motion:<br>Ayes:<br>Noes:<br>Absent:                            | Carried:<br>Defeated:<br>Referred to:                                   |

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

## PUBLIC HEALTH COMMITTEE MEETING MINUTES

In accordance with Executive Order 202.1 issued by Governor Cuomo, dated March 12, 2020 and entitled, CONTINUING TEMPORARY SUSPENSION AND MODIFICATION OF LAWS RELATING TO THE DISASTER EMERGENCY (COVID 19) permits any public body to meet and take such actions authorized by law without permitting in public in-person access to meetings and authorizing such meetings to be held remotely by conference call or similar service, provided that the public has the ability to view or listen to such proceeding...

Date: Wednesday, May 26, 2021 @ 9:00 AM

Location: *Supervisors’ Committee Room, 2<sup>nd</sup> floor of the government center & Zoom Conference Call. Meetings remain closed to the public.*

The public can observe via *BOS YouTube Channel* (<https://www.youtube.com/channel/UCcfZs0H1gcOl67v1R8g-Ow>)

Present: *Davis*, King, Becker, Roche, Roberts, Brick, May (Zoom)

Absent: *Grant*, Berwanger

Also Present: C. Ketchum/Board Clerk; B. Kehl, T/Attica; D. Granger, T/Gainesville; B. Ryan/Board Chair (9:18 AM); A. Brunner, T/Java (9:19 AM); S. Klein, T/Castile (9:48 AM)

| Department Agenda Item   | Discussion | Decision  | Action   |
|--|------------|---|--|
| <p><i>At 9:11 AM there was a motion by Supervisor Becker to enter an executive session to discuss the employment and performance history of a particular employee. This was seconded by Supervisor Roberts and all voted aye.</i></p> <p><i>Clerk Ketchum, PH Admin. Paolucci and Dr. Collins remained.</i></p> <p><i>Dep. Director of Env. Health, R. Jines and PH Fiscal Admin. K. Standish were excused.</i></p> <p><i>At 9:18 AM Board Chair Ryan entered the Executive Session.</i></p> <p><i>At 9:19 AM Supervisor Brunner, T/Java entered the Executive Session.</i></p> <p><i>At 9:21 AM there was a motion by Supervisor Becker to end the executive session and continue the regular meeting. This was seconded by Supervisor Roche and all voted aye.</i></p>   |            |   |  |
| <p><b><i>FYI ~ Referred to 06-01-21 Finance Committee from 05-25-21 Human Resources</i></b></p> <p style="text-align: center;"><b><i>Amend Salary Schedule “S”:</i></b></p> <ul style="list-style-type: none"> <li>• Set the salary of <b><i>Director of Environmental Health</i></b> (position # 107.422) in the Health Department to reflect an annual salary of \$73,000; effective July 12, 2021.</li> <li>• Remove the <b><i>Director of Environmental Health</i></b> (<b><i>WCWRA stipend</i></b>) in the amount of \$18,769 annually, effective July 6, 2021.</li> <li>• Set the FTE status of the <b><i>Deputy Director of Environmental Health</i></b> (position # 137.591) under the Public Health Department to part time/ variable FTE <b>and</b> set the salary to \$7,000.00 annually, effective July 12, 2021.</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><b><i>FYI ~ Referred to 06-01-21 Finance Committee from 05-25-21 Human Resources</i></b></p> <p style="text-align: center;"><b><i>Position Fill: Health Department</i></b></p> <p>One (1) position of <b><i>Deputy Director of Environment Health</i></b> (<b><i>PT – Variable FTE</i></b>) (position # 137.59) on Salary Schedule S at an annual salary of \$7,000.00. Person Vacating: R. Jines, effective July 11, 2021; position available date: July 12, 2021.</p>   |            | <p>Motion:</p> <p>Ayes:</p> <p>Noes:</p> <p>Absent:</p> | <p>Carried:</p> <p>Defeated:</p> <p>Referred to:</p> |

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

## PUBLIC HEALTH COMMITTEE MEETING MINUTES

In accordance with Executive Order 202.1 issued by Governor Cuomo, dated March 12, 2020 and entitled, CONTINUING TEMPORARY SUSPENSION AND MODIFICATION OF LAWS RELATING TO THE DISASTER EMERGENCY (COVID 19) permits any public body to meet and take such actions authorized by law without permitting in public in-person access to meetings and authorizing such meetings to be held remotely by conference call or similar service, provided that the public has the ability to view or listen to such proceeding...

Date: Wednesday, May 26, 2021 @ 9:00 AM

Location: *Supervisors' Committee Room, 2<sup>nd</sup> floor of the government center & Zoom Conference Call. Meetings remain closed to the public.*

The public can observe via *BOS YouTube Channel* (<https://www.youtube.com/channel/UCcfZs0H1gcOl67v1R8g-Ow>)

Present: *Davis*, King, Becker, Roche, Roberts, Brick, May (Zoom)

Absent: *Grant*, Berwanger

Also Present: C. Ketchum/Board Clerk; B. Kehl, T/Attica; D. Granger, T/Gainesville; B. Ryan/Board Chair (9:18 AM); A. Brunner, T/Java (9:19 AM); S. Klein, T/Castile (9:48 AM)

| Department Agenda Item  | Discussion   | Decision  | Action  |
|---|--|---|---|
| <p><b>FYI ~ Referred to 06-01-21 Finance Committee from 05-25-21 Human Resources</b><br/> <b>Position Creation/Fill: Health Department</b><br/>                     One (1) position of <u>Water Resources Specialist</u> (PT - .6 FTE) on Salary Schedule S on a temporary basis from July 12, 2021 through December 31, 2021 at a total compensation of \$19,000.00. Position Available: July 12, 2021.</p> | <p><i>The duties of this position will be split .Afte to the Health Department and .2fte to the Water Resource Agency.</i></p> | <p>Motion:<br/>                     Ayes:<br/>                     Noes:<br/>                     Absent:</p>                           | <p>Carried:<br/>                     Defeated:<br/>                     Referred to:</p>                                      |
| <p><b>FYI ~ Referred to 06-01-21 Finance Committee from 05-25-21 Human Resources</b><br/> <b>Position Creation/Fill: Health Department</b><br/>                     One (1) position of <u>Public Health Technician</u> (FT – 1.0 FTE) on CSEA Schedule A, Grade 15 at an hourly rate of \$21.35/hr-\$24.83/hr). Position Available: June 14, 2021.</p>   |  | <p>Motion:<br/>                     Ayes:<br/>                     Noes:<br/>                     Absent:</p>                           | <p>Carried:<br/>                     Defeated:<br/>                     Referred to:</p>                                      |
| <p><b>PH Admin. Paolucci explained that the above restructuring proposal is flat through the end of 2021.</b></p>   |  |   |   |
| <p>1. Permission to go out to bid for a four door sedan to replace the vehicle deemed total loss in MVA.</p>  | <p>Paid from NYSDOH Performance Incentive and anticipated Insurance recovery.</p>  | <p>Motion: King<br/>                     Ayes: 7<br/>                     Noes:<br/>                     Absent: 2 Grant, Berwanger</p> | <p>Carried: <b>XXX</b><br/>                     Defeated:<br/>                     Referred to:<br/><br/> <b>APPROVED</b></p> |
| <p><b>2. Appropriation:</b><br/> <b>To:</b> 01.38.4010.4.40508 Private Auto Repair           \$1,021.21<br/>               w/01.08.4010.2680 Insurance Recovery               1,021.21<br/> <b>Reason:</b> Appropriate the reimbursement of towing and storage from Wright Insurance for MVA.</p>   |  | <p>Motion: King<br/>                     Ayes: 7<br/>                     Noes:<br/>                     Absent: 2 Grant, Berwanger</p> | <p>Carried: <b>XXX</b><br/>                     Defeated:<br/>                     Referred to:<br/><br/> <b>FINANCE</b></p>  |

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

## PUBLIC HEALTH COMMITTEE MEETING MINUTES

In accordance with Executive Order 202.1 issued by Governor Cuomo, dated March 12, 2020 and entitled,

CONTINUING TEMPORARY SUSPENSION AND MODIFICATION OF LAWS RELATING TO THE DISASTER EMERGENCY (COVID 19)

permits any public body to meet and take such actions authorized by law without permitting in public in-person access to meetings and authorizing such meetings to be held remotely by conference call or similar service, provided that the public has the ability to view or listen to such proceeding...

Date: Wednesday, May 26, 2021 @ 9:00 AM

Location: *Supervisors' Committee Room, 2<sup>nd</sup> floor of the government center & Zoom Conference Call. Meetings remain closed to the public.*

The public can observe via *BOS YouTube Channel* (<https://www.youtube.com/channel/UCcfZs0H1gcOl67vIR8g-Ow>)

Present: *Davis*, King, Becker, Roche, Roberts, Brick, May (Zoom)

Absent: *Grant*, Berwanger

Also Present: C. Ketchum/Board Clerk; B. Kehl, T/Attica; D. Granger, T/Gainesville; B. Ryan/Board Chair (9:18 AM); A. Brunner, T/Java (9:19 AM); S. Klein, T/Castile (9:48 AM)

| Department Agenda Item   | Discussion | Decision  | Action  |
|--|------------|---|---|
| <p>3. <i>Appropriation:</i></p> <p>To: 01.38.4010.2.23001 Motor Vehicles      <u>\$23,000.00</u><br/> w/01.08.4010.2665 Insurance Recovery      \$8,994.55<br/> 01.11.4010.340104 Add'l State Aid      \$10,023.00<br/> w/<i>any funds available</i>      \$3,982.45</p> <p><b>Reason:</b> To purchase a new 4DSD to replace the 2015 Ford Fusion deemed a total loss following the 3/26/2021 MVA.</p> |            | <p>Motion: King<br/> Ayes: 7<br/> Noes:<br/> Absent: 2 Grant,<br/> Berwanger</p>    | <p>Carried: <b>XXX</b><br/> Defeated:<br/> Referred to:</p> <p style="text-align: right;"><b>FINANCE</b></p>  |
| <p>4. <i>FYI ~ Contract (\$3,000 and under):</i></p> <ul style="list-style-type: none"> <li><b>Lamar</b>, 289 Exchange Street, Buffalo, NY 14202 for billboard advertising from 6/21 through 7/25 for the Navigator Program, not to exceed \$1,500 and fully reimbursed by NYSDOH Navigator Program.</li> </ul>  |            | <p>Motion:<br/> Ayes:<br/> Noes:<br/> Absent:</p>                                   | <p>Carried:<br/> Defeated:<br/> Referred to:</p>  |
| <p>5. Request permission to issue a \$500.00 limit procurement card to Ryan Hamilton, PH Technician.</p>   |            | <p>Motion: Roberts<br/> Ayes: 7<br/> Noes:<br/> Absent: 2 Grant,<br/> Berwanger</p> | <p>Carried: <b>XXX</b><br/> Defeated:<br/> Referred to:</p> <p style="text-align: right;"><b>APPROVED</b></p> |

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

## PUBLIC HEALTH COMMITTEE MEETING MINUTES

In accordance with Executive Order 202.1 issued by Governor Cuomo, dated March 12, 2020 and entitled, CONTINUING TEMPORARY SUSPENSION AND MODIFICATION OF LAWS RELATING TO THE DISASTER EMERGENCY (COVID 19) permits any public body to meet and take such actions authorized by law without permitting in public in-person access to meetings and authorizing such meetings to be held remotely by conference call or similar service, provided that the public has the ability to view or listen to such proceeding...

Date: Wednesday, May 26, 2021 @ 9:00 AM

Location: *Supervisors’ Committee Room, 2<sup>nd</sup> floor of the government center & Zoom Conference Call. Meetings remain closed to the public.*

The public can observe via *BOS YouTube Channel* (<https://www.youtube.com/channel/UCcfZs0H1gcOl67v1R8g-Ow>)

Present: *Davis*, King, Becker, Roche, Roberts, Brick, May (Zoom)

Absent: *Grant*, Berwanger

Also Present: C. Ketchum/Board Clerk; B. Kehl, T/Attica; D. Granger, T/Gainesville; B. Ryan/Board Chair (9:18 AM); A. Brunner, T/Java (9:19 AM); S. Klein, T/Castile (9:48 AM)

| Department Agenda Item  | Discussion | Decision  | Action   |
|---|------------|---|--|
| <i>At 9:48 AM Supervisor Klein, T/Castile entered the meeting during the below Agenda item.</i>   |            |   |  |
| <p><b>6. Operational Update (As Needed):</b><br/> <u>ADMINISTRATION:</u></p> <ul style="list-style-type: none"> <li>➤ COVID-19 response</li> <li>➤ Recent Zoom meeting with Children’s Camps regarding 2021 camping season.</li> <li>➤ Billing Update                             <ul style="list-style-type: none"> <li>○ Claims have to be submitted within 90 days of service.</li> <li>○ 1,300 claims processed to date representing \$20K in reimbursements.</li> </ul> </li> <li>➤ Board of Health Conference Call 6/16, 5pm</li> <li>➤ Article 78 Proceeding 6/1</li> <li>➤ Upcoming Overnight Travel</li> </ul> <p><u>ENVIRONMENTAL:</u></p> <ul style="list-style-type: none"> <li>➤ <a href="#"><u>April Environmental Health Report, attached</u></a></li> </ul> <p><u>PUBLIC HEALTH NURSING:</u></p> <p><u>PH EMERGENCY PREPAREDNESS:</u></p> <p><u>MWHS:</u> DOH verbal announcement of grant extension through 12/31/2021 at current funding levels.</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>April Activity Report, attached</u></a></li> </ul> <p><b>FYI:</b><br/> <i>NYS is making available \$986,114.00 to Wyoming County Health Department (believed to be a federal appropriation) to “...enable schools/districts in the county to establish COVID-19 screening testing programs to support and maintain in-person learning...”.</i></p> <p><i>We have not yet reached out to the schools districts yet to discuss their interest/preferences &amp; will be meeting internally tomorrow to discuss it. Response due to NYS by 6/3, the conference call today did not give much in the way of particulars re deliverables/timeline etc.</i></p> |            | <p>Motion:</p> <p>Ayes:</p> <p>Noes:</p> <p>Absent:</p> | <p>Carried:</p> <p>Defeated:</p> <p>Referred to:</p> |

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

## PUBLIC HEALTH COMMITTEE MEETING MINUTES

In accordance with Executive Order 202.1 issued by Governor Cuomo, dated March 12, 2020 and entitled, CONTINUING TEMPORARY SUSPENSION AND MODIFICATION OF LAWS RELATING TO THE DISASTER EMERGENCY (COVID 19) permits any public body to meet and take such actions authorized by law without permitting in public in-person access to meetings and authorizing such meetings to be held remotely by conference call or similar service, provided that the public has the ability to view or listen to such proceeding...

Date: Wednesday, May 26, 2021 @ 9:00 AM

Location: *Supervisors' Committee Room, 2<sup>nd</sup> floor of the government center & Zoom Conference Call. Meetings remain closed to the public.*

The public can observe via *BOS YouTube Channel* (<https://www.youtube.com/channel/UCcfZs0H1gcOl67v1R8g-Ow>)

Present: *Davis*, King, Becker, Roche, Roberts, Brick, May (Zoom)

Absent: *Grant*, Berwanger

Also Present: C. Ketchum/Board Clerk; B. Kehl, T/Attica; D. Granger, T/Gainesville; B. Ryan/Board Chair (9:18 AM); A. Brunner, T/Java (9:19 AM); S. Klein, T/Castile (9:48 AM)

| Department Agenda Item          | Discussion                 | Decision                             | Action                                |
|---------------------------------|----------------------------|--------------------------------------|---------------------------------------|
| <b>Committee Chair's Agenda</b> |                            |                                      |                                       |
|                                 | <i>~Nothing to Report~</i> | Motion:<br>Ayes:<br>Noes:<br>Absent: | Carried:<br>Defeated:<br>Referred to: |

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

Next Public Health Committee Meeting scheduled for **Wednesday, June 30, 2021 @ 9:00 AM.**

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