

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: HEALTH SERVICES

DATE: MARCH 22, 2021

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COMMITTEE MEMBERS PRESENT:

SUPERVISORS FRASIER  
MCDEVITT  
CONOVER  
STROUGH

COMMITTEE MEMBER ABSENT:

SUPERVISOR HOGAN

OTHERS PRESENT:

ROB YORK, DIRECTOR, OFFICE OF COMMUNITY SERVICES  
DEANNA PARK, DIRECTOR, OFFICE FOR THE AGING  
REPRESENTING THE DEPARTMENT OF PUBLIC HEALTH:  
GINELLE JONES, DIRECTOR, PUBLIC HEALTH/PATIENT SERVICES  
TAWN DRISCOLL, FISCAL MANAGER  
RACHEL E. SEEBER, CHAIRWOMAN OF THE BOARD  
RYAN MOORE, COUNTY ADMINISTRATOR  
MARY ELIZABETH KISSANE, COUNTY ATTORNEY  
AMANDA ALLEN, CLERK OF THE BOARD  
FRANK E. THOMAS, BUDGET OFFICER  
SUPERVISORS BRAYMER  
DRISCOLL  
GERAGHTY  
LEGGETT  
MAGOWAN  
SMITH  
WILD  
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR  
ELIZABETH McLAUGHLIN, COMMISSIONER (D), BOARD OF ELECTIONS  
DON LEHMAN, DIRECTOR OF PUBLIC AFFAIRS  
TOSHA BROWNELL, COMPUTER HELP DESK TECHNICIAN  
LESLIE LOVELACE, SECRETARY TO THE CLERK OF THE BOARD

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Please note, the following contains a summarization of the March 22, 2021 meeting of the Health Services Committee; the meeting in its entirety can be viewed on the Warren County website using the following link:

<https://warrencountyny.gov/mma>

**Note: As per Governor Cuomo's Executive Order 202.1: "Article 7 of the Public Officers Law, to the extent necessary to permit any public body to meet and take such actions authorized by the 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 and that such meetings are recorded and later transcribed".** Supervisor Frasier was physically present, while Supervisors McDevitt, Conover and Strough attended virtually.

Mrs. Frasier called the meeting of the Health Services Committee to order at 11:31 a.m.

Copies of the Office of Community Services, Office for the Aging and Public Health meeting agendas were distributed to those in attendance, those participating virtually accessed the agendas via the Warren County website. Copies of the agendas are on file with the meeting minutes.

Motion was made by Mr. McDevitt, seconded by Mr. Conover and carried unanimously to approve the minutes of the previous Health Services Committee meeting, subject to correction by the Clerk of the Board.

Privilege of the floor was extended to Rob York, *Director, Office of Community Services*, who proceeded with a review of the Office of Community Services agenda, presenting a request to appoint Christian Hanchett to the Warren County Community Services Board for the term commencing April 16, 2021 through December 31, 2021.

Motion was made by Mr. Conover, seconded by Mr. Strough and carried unanimously to approve the request and the necessary resolution was authorized for the April 16<sup>th</sup> Board meeting. *A copy of the resolution request form is on file with the minutes.*

Proceeding to the Items for Discussion portion of the agenda, Mr. York apprised there had been a 20% withholding of State Aid for the last three quarters which was restored in the 3<sup>rd</sup> and 4<sup>th</sup> quarters of 2020 and the 1<sup>st</sup> quarter of 2021, and as a result the contracts would be updated to fund the agencies. He said there was a proposal for a 5% permanent cut to State Aid in the 2021 - 22 New York State Executive Budget which the State Senate and Assembly rejected in the one house budget bills which he would be following. He informed there was also a proposed 50% reduction in jail based addiction treatment/transition services, but that had been rejected in State Senate and Assembly bills.

There being no further Office of Community Services business to discuss, privilege of the floor was extended to Deanna Park, *Director, Office for the Aging (OFA)*, who proceeded with a review of the OFA agenda, presenting a request to enter into a Memorandum of Understanding between the Office for the Aging and Warren County Public Health in an amount not to exceed \$20,269 to provide assistance answering phones and registering seniors for COVID vaccines over the term commencing March 1, 2021 and terminating May 31, 2021. She noted the cost of the agreement would be completely covered by grant funds.

Motion was made by Mr. Strough, seconded by Mr. McDevitt and carried unanimously to approve the request and the necessary resolution was authorized for the April 16<sup>th</sup> Board meeting. *A copy of the resolution request form is on file with the minutes.*

Continuing to the Information for Discussion portion of the agenda, Ms. Park provided an update on vacant positions. She apprised there had been two resignations in positions which the Civil Service and Human Resources Departments were in the process of amending the titles for; she added that once she received these updates she would bring requests to fill those positions to Committee.

There being to further OFA business to discuss, privilege of the floor was extended to Ginelle Jones, *Director, Public Health/Patient Services*, who commenced review of the Public Health agenda, presenting the following requests:

- 1) To fill the vacant position of Registered Professional Nurse #37, *Grade 19, Base Annual Salary \$47,523*, due to resignation.

Motion was made by Mr. Conover, seconded by Mr. McDevitt and carried unanimously to approve the request and refer same to the Personnel, Administration & Higher Education Committee for reporting purposes. *A copy of the Notice of Intent to Fill Vacant Position form is on file with the minutes.*

- 2) To fill the vacant position of Registered Professional Nurse #31, *Grade 19, Base Annual Salary \$47,523*, due to resignation. She noted approval to fill the position had been granted in August of 2020, but that authorization had expired.

Motion was made by Mr. Conover, seconded by Mr. Strough and carried unanimously to approve the request and refer same to the Personnel, Administration & Higher Education Committee for reporting purposes. *A copy of the Notice of Intent to Fill Vacant Position form is on file with the minutes.*

- 3) To fill the vacant position of Registered Professional Nurse #32, *Grade 19, Base Annual Salary \$47,523*, due to resignation. She noted approval to fill this position had been granted in August of 2020, but that authorization had expired.

Motion was made by Mr. McDevitt, seconded by Mr. Conover and carried unanimously to approve the request and refer same to the Personnel, Administration & Higher Education Committee for reporting purposes. *A copy of the Notice of Intent to Fill Vacant Position form is on file with the minutes.*

- 4) To fill the position of Registered Professional Nurse #40, *Grade 19, Base Annual Salary \$47,523*, due to resignation. She noted approval to fill this position had been granted in August of 2020, but that authorization had expired.

Motion was made by Mr. Conover, seconded by Mr. McDevitt and carried unanimously to approve the request and refer same to the Personnel, Administration & Higher Education Committee for reporting purposes. *A copy of the Notice of Intent to Fill Vacant Position form is on file with the minutes.*

- 5) To fill the vacant position of WIC Assistant, *Grade 5, Base Annual Salary \$30,520*, due to resignation. She noted approval to file this position had been granted in June of 2020, but that authorization had expired.

Motion was made by Mr. Strough, seconded by Mr. McDevitt and carried unanimously to approve the request and refer same to the Personnel, Administration & Higher Education Committee for reporting purposes. *A copy of the Notice of Intent to Fill Vacant Position form is on file with the minutes.*

- 6) To fill the position of Infant Feeding Advocate-Part-time, *(20 hrs/week), Grade 3, Hourly Rate \$13.47*, due to resignation. She noted approval to file this position had been granted in August of 2020, but that authorization had expired.

Motion was made by Mr. Conover, seconded by Mr. Strough and carried unanimously to approve the request and refer same to the Personnel, Administration & Higher Education Committee for reporting purposes. *A copy of the Notice of Intent to Fill Vacant Position form is on file with the minutes.*

Tawn Driscoll, *Fiscal Manager*, presented and explained the following requests:

- 7) To authorize a transfer of funds between various budget codes totaling \$5,120 to cover employee benefits.

Motion was made by Mr. Conover, seconded by Mr. McDevitt and carried unanimously to approve the request and refer same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

- 8) To amend the 2021 County Budget in the amount of \$6,047 to reflect receipt of the increase of funds provided by New York State Early Intervention Program grant.

Motion was made by Mr. Conover, seconded by Mr. Strough and carried unanimously to approve the request and refer same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

A review of the Information for Discussion/Review portion of the agenda proceeded as follows:

Report of Expenditures, Revenues, Overtime and Per Diem Use for 2020- Ms. Driscoll reviewed the Revenue and Expenditure Report for 2021 in Attachment #9, apprising the CHHA program for February 2021 had not yet been closed and noting January was closed with revenues totaling \$190,518.41. She added there was no revenue for clinics as none had been held. She noted regular salaries were down due to vacant nursing positions, COVID related overtime salaries were \$29,238, which was 61.50% of the total year-to-date overtime and part-time salaries were \$64,607 or 64.61% of the total part-time salary expense. She said the part-time salaries related to COVID activities were \$6,090, or 15.03% of the budget which last year was 16.44% of the budget. She noted over \$93,000 had been utilized from the COVID grant and they were still utilizing funds from the COMCARE grant for contact tracers. She apprised Betsy Henkel, *Fiscal Manager, Department of Public Works*, notified she would be able to submit for overtime expenses related to COVID immunization clinics, adding she was hopeful for that revenue.

Revenue and Expense Comparison Report for 2020 vs 2021 - Ms. Driscoll reviewed the Revenue and Expense Comparison Report for 2020 vs 2021 in Attachment #10. She stated salaries were higher as compared to the year before due to COVID activities, while contractual allowances were lower due to the delay in Preschool Program invoices. She apprised contractual expenses were lower as a result of invoice timing. She informed equipment expenses were higher due to the purchase of pulse oximeters. She stated employee benefits were lower due to a savings in salaries within programs. She reiterated revenues were lower as compared to the previous year due to revenues not yet reflected for the January CHHA program, as well as no Rabies, Immunizations or Travel clinics being held due to COVID. She noted the overtime and part-time salaries related to COVID activities totaled \$94,151.52.

Status of Referrals - Ms. Jones reviewed the referrals, included as Attachment #11A & 11B, noting the number of visits were lower as compared to last January due to elective surgeries not taking place. She apprised there was an increase in referrals for March.

Emergency Response and Preparedness - Ms. Jones advised Attachment #12 in the agenda packet included a review of the Emergency Response and Preparedness Activities for the months of February and March.

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Rabies Program Report - Ms. Jones advised Attachment #13 outlined the February rabies report, adding there were 11 bites, 2 specimens tested and no positive cases.

COVID-19 Update- Ms. Jones informed there had been 2,908 positive cases to date with 2,726 recoveries. She said of those positive cases, 224 were in skilled nursing facilities, 13 were in assisted living, 2,451 were in the community, 220 were associated with schools; she noted this last figure did not represent exposures at school, but cases they had to do contact investigations for schools. She informed there appeared to be very little exposure in schools. She noted there were currently 6 hospitalizations and there had been 66 deaths. She apprised there were currently 261 mandatory quarantines, 4,888 in total to date, and there were no current precautionary quarantines, but there had been 900 to date. She said the current travel referral was 29 with 3,915 to date and of those 2,636 had been quarantined with the total number of quarantines to date of 8,824. She informed the County testing clinic continued and had tested 4,363 people to date, of which 2,518 had been Warren County residents. She stated out of the 4,363 tested there were 309 cases which equated to a positivity rate of 7.08%. She noted the Warren County resident cases were 157, with a positivity rate of 6.24%. She apprised the vaccination program was doing well; pharmacies were receiving more vaccines, Glens Falls Fire Department were providing homebound vaccines, Office for the Aging held a clinic for seniors and her department was receiving 500 doses a week for clinics. She noted as of April 1<sup>st</sup> travel quarantine was no longer mandatory; however, she noted, those traveling needed to be aware of the importance of mask wearing, monitoring for symptoms and maintaining a distance of six feet. She expressed her appreciation for support and cooperation received from the Health Services staff, Board of Supervisors, County Administrator's Office, Office for the Aging, Sheriff's Office, County Attorney's Office, those who had been vaccinated, those who had scheduled a vaccination appointment, those patiently waiting for vaccination appointments and those who were considering vaccination. She stated she strongly advocated for vaccination and urged the public to remain vigilant with precautions until the last person was vaccinated.

There being no further business to come before the Health Services Committee, on motion made by Mr. Conover, seconded by Mr. Strough and carried unanimously, Mrs. Frasier adjourned the meeting at 12:08 p.m.

Respectfully submitted,  
Leslie Lovelace, Secretary to the Clerk of the Board