

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: HEALTH SERVICES

DATE: APRIL 19, 2021

COMMITTEE MEMBERS PRESENT:

SUPERVISORS FRASIER
MCDEVITT
CONOVER
HOGAN
STROUGH

OTHERS PRESENT:

DEANNA PARK, DIRECTOR, OFFICE FOR THE AGING
REPRESENTING THE DEPARTMENT OF PUBLIC HEALTH:
GINELLE JONES, DIRECTOR, PUBLIC HEALTH/PATIENT SERVICES
TAWN DRISCOLL, FISCAL MANAGER
RYAN MOORE, COUNTY ADMINISTRATOR
AMANDA ALLEN, CLERK OF THE BOARD
ROBERT TERWILLIGER, FIRST ASSISTANT COUNTY ATTORNEY
FRANK E. THOMAS, BUDGET OFFICER
SUPERVISORS BEATY
BRAYMER
DRISCOLL
GERAGHTY
LEGGETT
MAGOWAN
SMITH
WILD
TAMMIE DeLORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR
AMY McBYRNE, DIRECTOR, COUNTRYSIDE ADULT HOME
ERIKA PATTON, HUNTER EDUCATION TEACHER
JOHN BOWE, CORNELL COOPERATIVE EXTENSION
DON LEHMAN, DIRECTOR OF PUBLIC AFFAIRS
LESLIE LOVELACE, SECRETARY TO THE CLERK OF THE BOARD

Please note, the following contains a summarization of the April 19, 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". Supervisors Frasier and Hogan were physically present, while Supervisors McDevitt, Conover and Strough attended virtually.

Mrs. Frasier called the meeting of the Health Services Committee to order at 11:44 a.m.

Copies of the Office for the Aging (OFA) 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. Strough, 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 Deanna Park, *Director, OFA*, who proceeded with a review of the OFA agenda, presenting the following requests:

1) To authorize submission of the 2021 - 2022 Annual Implementation Plan to the New York State Office for the Aging.

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 May 21st Board meeting. *A copy of the resolution request form is on file with the minutes.*

- 2) To authorize revisions to the EISEP contract with Hamilton County Department of Social Services to remove the language limiting reimbursements to \$1,922/monthly.

Motion was made by Mr. McDevitt, seconded by Mr. Conover and carried unanimously to approve the request and the necessary resolution was authorized for the May 21st Board meeting. *A copy of the resolution request form is on file with the minutes.*

- 3) To authorize a new contract with PurFoods, LLC dba Mom's Meals in an amount not to exceed \$5,000 (\$7.49/meal, billed monthly) to provide meals to clients in Warren and Hamilton Counties if a meal site is unable for a term commencing May 1, 2021 and terminating April 30, 2022.

Following a brief discussion, 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 May 21st Board meeting. *A copy of the resolution request form is on file with the minutes.*

- 4) To amend the Table of Organization and Salary Schedule to delete the Food Service Manager position, *Grade 4, Base Annual Salary \$27,827 (35 hours/week)*, and create and fill the position of Meal Site Manager #10, *Grade 2, Base Annual Salary \$26,027 (35 hours/week)*, effective May 1, 2021.

Motion was made by Mr. McDevitt, seconded by Mr. Conover and carried unanimously to approve the request and forward same to the Personnel, Administration & Higher Education Committee. *Copies of the resolution request form and Notice of Intent to Fill Vacant Position form are on file with the minutes.*

With regard to Item 5, Ms. Park advised there were three office positions she was working with the Personnel Office to establish, but that information could not be provided for this meeting as they were still under Civil Service review. She said she hoped the positions could still be approved at the May Board meeting. Ryan Moore, *County Administrator*, suggested referring the matter to Personnel, Administration & Higher Education to keep the matter moving forward.

Motion was made by Mr. Conover, seconded by Mr. Strough and carried unanimously to refer this item to the Personnel, Administration & Higher Education Committee for further consideration.

- 6) To authorize two new contracts with Connect America in an amount not to exceed \$7,000/contract (\$30/installation, \$35/monthly service fee, paid monthly) to provide Personal Emergency Response Services (PERS) to residents of Warren & Hamilton Counties under Expanded In-Home Services for the Elderly Program (EISEP) and Community Services for the Elderly (CSE) for a term commencing April 1, 2021 and terminating March 31, 2022.

Motion was made by Mr. McDevitt, seconded by Ms. Hogan and carried unanimously to approve the request and the necessary resolution was authorized for the May 21st Board meeting. *A copy of the resolution request form is on file with the minutes.*

- 7) To fill the vacant Food Service Helper #2 (Cedars), *Grade 2, Base Annual Salary \$27,438 (30hr/week)*, due to resignation.

Following a brief discussion, motion was made by Mr. Conover, seconded by Ms. Hogan 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.*

Continuing to the Information for Discussion portion of the agenda, Ms. Park provided an update on the COVID vaccine clinic registration, stating her department had provided assistance to seniors with the registration process in both Warren & Hamilton Counties and there was difficulty obtaining the vaccine in Warren County due to only pharmacies having access to the vaccine for seniors. She apprised Kinney Drugs had worked with New York State to obtain access to the Pfizer vaccine

and worked with various area senior organizations to coordinate vaccine clinics for the senior population. She noted Warren County received 1,100 doses, with clinics held on March 13th and April 3rd at SUNY Adirondack for not only Warren County seniors, but also Washington, Saratoga and Hamilton Counties. She extended her appreciation to Kinney Drugs, SUNY Adirondack, Warren County Public Health Staff, Southern Adirondack Independent Living (SAIL), Caregiver Support Initiative, Herzog Law Firm, Conkling Center, RSVP of Warren & Washington Counties, Warren County Sheriff's Department, various volunteers who helped with registration, Kiwanis Club, Boy Scouts, Supervisor Driscoll and his family, Dr. Leach, Mike Colvin, *Director, Information Technology, Warren County* and his staff, Washington County Office for the Aging and the Warren County Office for the Aging staff for their dedication and support. She apprised they were down to ten on the wait list and had helped 5,000 seniors in Warren and Hamilton County receive vaccine doses.

There being no 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 amend the Table of Organization and Salary Schedule to delete the positions of Early Intervention Service Coordinator #2, *Base Annual Salary \$28,585*, and Early Intervention Service Coordinator PT #3, *Annual Salary \$29,577*, and to create the new position of Early Intervention Service Coordinator, *Grade 18, Base Annual Salary \$46,492*, effective May 24, 2021.
- 2) To fill the new position of Early Intervention Service Coordinator, *Grade 18, Base Annual Salary \$46,492*, due to creation.

Motion was made by Ms. Hogan, seconded by Mr. McDevitt and carried unanimously to approve the aforementioned requests and refer same to the Personnel, Administration & Higher Education Committee. *Copies of the resolution request and Notice of Intent to Fill Vacant Position forms are on file with the minutes.*

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

- 3) To authorize a transfer of funds in the amount of \$20,000 from Budget Code A.4193 110, *Public Health-COVID-Comm Care, Salaries Full-time*, to Budget Code A.4193 130, *Public Health, COVID-Comm Care, Salaries-Part-time*, to cover salaries.

Motion was made by Mr. McDevitt, seconded by Mr. Conover and carried unanimously to approve the aforementioned requests 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 2021- Ms. Driscoll reviewed the Revenue and Expenditure Report for 2021 in Attachment #4, apprising homecare had been billed and they were in the process of closing the CHHA program for March 2021. She stated regular salaries were lower compared to last year due to unfilled positions. She said overtime and part-time salaries were higher as compared to the year before due to COVID activities.

Revenue and Expense Comparison Report for 2020 vs 2021 - Ms. Driscoll reviewed the Revenue and Expense Comparison Report for 2020 vs 2021 in Attachment #5. She stated salaries were \$73,328.87 higher as compared to the year before due to COVID activities. She apprised contractual expenses were lower as a result of invoice timing. She reiterated revenues were lower as compared to the previous year due to revenues not yet reflected for the Preschool program and CHHA program. She noted the overtime and part-time salaries related to COVID activities totaled \$147,694.30.

Status of Referrals - Ms. Jones reviewed the referrals, included as Attachment #6A & 6B, noting the referrals were lower as compared to last year, but the number of visits were higher this year as compared to last.

Emergency Response and Preparedness - Ms. Jones advised Attachment #7 in the agenda packet included a review of the Emergency Response and Preparedness Activities for the months of March and April.

Rabies Program Report - Ms. Jones advised Attachment #8 outlined the March rabies report.

COVID-19 Update- Ms. Jones informed there were 200 doses of Moderna vaccines expected, along with two second dose

clinics this week. She said the focus of the Moderna clinics were to target high risk groups who did not have transportation and WIC clients. She said a request for the Pfizer vaccine was not able to be fulfilled for high school clinics and she had been made aware by Don Lehman, *Director of Public Affairs*, of appointment availability at the State clinic and she immediately contacted the high school superintendents, and her SUNY Adirondack and SUNY Plattsburgh contacts to inform them and those appointments were filled later that day which she hoped were for ages 16 and over Warren County residents. She expressed her appreciation to Office for the Aging, the Sheriff's Department, Town of Queensbury, SUNY Adirondack, local Emergency Squads and Glens Falls Fire Department for their help with the vaccination clinics.

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