

**WARREN COUNTY BOARD OF SUPERVISORS**

**COMMITTEE: HEALTH SERVICES**

**DATE: AUGUST 23, 2021**

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**COMMITTEE MEMBERS PRESENT:**

SUPERVISORS FRASIER  
MCDEVITT  
CONOVER  
HOGAN  
STROUGH

**OTHERS PRESENT:**

REPRESENTING THE OFFICE FOR THE AGING:

DEANNA PARK, DIRECTOR  
ROSEANN O'ROURKE, COORDINATOR, NY CONNECTS

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, ACTING COUNTY ATTORNEY

SARAH MCLENITHAN, DEPUTY CLERK OF THE BOARD

FRANK E. THOMAS, BUDGET OFFICER

SUPERVISORS BEATY  
BRAYMER  
DICKINSON  
DRISCOLL  
GERAGHTY  
LEGGETT  
MAGOWAN  
WILD

SUEANNE LINEHAN, DEPUTY CLERK, COUNTY CLERK/DEPARTMENT OF MOTOR  
VEHICLES

JULIE BUTLER, PURCHASING AGENT

AMY MCBYRNE, DIRECTOR, COUNTRYSIDE ADULT HOME

TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR

DON LEHMAN, DIRECTOR OF PUBLIC AFFAIRS

LESLIE LOVELACE, SECRETARY TO THE CLERK OF THE BOARD

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*Please note, the following contains a summarization of the August 23, 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>

Mrs. Frasier called the meeting of the Health Services Committee to order at 12:02 p.m.

Motion was made by Mr. Strough, seconded by Mr. McDevitt and carried unanimously to approve the minutes from the previous Public Safety Committee meeting, subject to correction by the Clerk of the Board.

Copies of the Office for the Aging and Public Health meeting agendas were distributed to the Committee members; *copies of the agendas are on file with the meeting minutes.*

The Committee began with a review of the Office for the Aging (OFA) agenda, which included the following requests:

- 1) To authorize a Memorandum of Understanding between the Office for the Aging and Warren County Public Health for vaccination of the homebound population in Warren County for a term commencing retroactive to April 1, 2021 and terminating September 30, 2022 in an amount not to exceed \$11,577 (\$5,528.50 (ADRC-COVID19) and \$6,048.50 (VAC5)).

Mr. Conover entered the meeting at 12:05 p.m.

- 2) To authorize a Memorandum of Understanding between Office for the Aging and Hamilton County Public Health for vaccination of the homebound population in Hamilton County for a term commencing retroactive to April 1, 2021

and terminating September 30, 2022 in an amount not to exceed \$11,577 (\$5,528.50 (ADRC-COVID19) and \$6,048.50 (VAC5)).

Motion was made by Mr. Conover, seconded by Mr. McDevitt and carried unanimously to approve the requests as outlined above and the necessary resolutions were authorized for the September 17<sup>th</sup> Board meeting. *Copies of the resolution request forms are on file with the minutes.*

An extensive update was provided relative to Item 3 which pertained to bids for commodity of dry, frozen and canned foods, meat and deli, and dairy. It was noted that the responses received to the bids were not sufficient due to a lack of food items used on menus, lacking vendor willingness to deliver to certain sites, pricing higher in certain areas and the bids no longer supporting the meal program.

A discussion ensued during which an executive session was suggested to discuss specifics regarding the bids received.

A motion was made by Mr. Conover, seconded by Mr. McDevitt and carried unanimously to enter into an executive session pursuant to Section 105(e) of the Public Officer's Law.

Executive session was held from 12:09 p.m. until 12:56 p.m.; Ms. Braymer and Mr. Dickinson entered the meeting during executive session.

Upon reconvening it was announced that no action was taken during the executive session.

Motion was made by Mr. Conover, seconded by Ms. Braymer and carried by majority vote, with Ms. Hogan voting in opposition, to approve and agreement with Purfoods, LLC d/b/a Mom's Meals to provide refrigerated meals to clients in Warren and Washington Counties for home delivery, and if determined to be possible, in congregate settings for a term retroactive to September 1, 2021 and terminating August 31, 2022; the necessary resolution was authorized for the September 17<sup>th</sup> Board meeting. *A copy of the resolution request form provided subsequent to the meeting is on file with the minutes.*

- 4) To authorize a transfer of funds amongst various budget codes totaling \$36,472 to cover the 2021 CSEA contract settlement.

Motion made by Mr. Strough, seconded by Ms. Hogan 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. Note: Subsequent to the meeting this request was withdrawn prior to the September 17<sup>th</sup> Board meeting.*

- 5) To fill the vacant position of Meal Site Cook #2, Grade 2, Base Annual Salary \$18,113 (25hr/week).
- 6) To fill the vacant position of Meal Site Manager #1, Grade 2, Base Annual Salary \$21,736, (30hr/week), due to retirement.
- 7) To fill the vacant position of Meal Site Manager #3, Grade 2, Base Annual Salary \$14,491 (20hr/week), due to retirement.
- 8) To fill the vacant position of Meal Site Manager #5, Grade 2, Base Annual Salary \$18,113 (25hr/week), due to resignation.

Motion was made by Mr. McDevitt, seconded by Mr. Strough and carried unanimously to approve the requests as outlined above and refer same to the Personnel, Administration & Higher Education Committee for reporting purposes. *Copies of the Notices of Intent to Fill Vacant Position forms are on file with the minutes.*

A review of the Discussion Items section of the agenda was provided.

There being no further OFA business to discuss, the Committee moved on to review the Public Health agenda which included the following requests:

- 1) To increase supervisor on-call pay for week nights from \$45/night to \$60/per night and weekend rate (*for Saturday and Sunday*) from \$235 to \$350, for a term effective to July 1, 2021 and authorizing retroactive payments for this adjustment.

Motion was made by Mr. McDevitt, seconded by Ms. Hogan and carried unanimously to approve the request and refer same to the Personnel, Administration & Higher Education Committee. *A copy of the resolution request form is on file with the minutes.*

- 2) To authorize a new contract with Quadrant Biosciences, Inc. to facilitate COVID-19 testing to support schools and help to maintain in person instruction with services including \$20/pooled saliva test and \$200 wastewater specimens for a term commencing retroactive to July 1, 2021 and terminating July 31, 2022, with the option to renew for an additional one year term dependent upon grant funding availability and provided there is less than a 5% increase in rate for services.

Motion was made by Ms. Hogan, seconded by Mr. Conover and carried unanimously to approve the request and the necessary resolution was authorized for the September 17<sup>th</sup> Board meeting. *A copy of the resolution request form is on file with the minutes.*

- 3) To authorize submission of an application to the NYSDOH Bureau of Immunization for the Immunization Action Plan COVID Vaccine Response Grant in an amount not to exceed \$70,842.33 for the term commencing January 1, 2021 and terminating June 30, 2024, unless extended.

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 September 17<sup>th</sup> Board meeting. *A copy of the resolution request form is on file with the minutes.*

- 4) To fill the vacant position of Public Health Nurse #8, *Grade 21, Base Annual Salary \$53,675*, due to resignation.

Motion was made by Mr. Strough, 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.*

- 5) To fill the vacant position of Public Health Nurse #35, *Grade 21, Base Annual Salary \$53,675*, due to resignation.

Motion was made by Mr. McDevitt, 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.*

Next, Items 6 and 9 were entertained together, as follows:

- 6) To accept two donations totaling \$125 received by the Homecare Division.
- 9) To amend the 2021 County Budget in the amount of \$125 to reflect receipt of donations received.

Motion was made by Mr. Strough, seconded by Ms. Hogan and carried unanimously to approve the request and the necessary resolution was authorized for the September 17<sup>th</sup> Board meeting and the budget amendment was referred to the Finance Committee. *Copies of the resolution request forms are on file with the minutes.*

- 7) To amend the County Budget in the amount of \$70,842.33 to reflect receipt of Immunization Action Plan grant funding to support the current expenses related to promote and increase COVID-19 vaccine and other vaccine uptake.

Motion was made by Mr. McDevitt, seconded by Ms. Hogan 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 \$491,929 to reflect receipt of grant funding received from Health Research Inc. for the HRI ELC to support expenses related to working with public and private schools in Warren County.

Motion was made by Mr. Strough, 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.*

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10) To authorize a transfer of funds amongst various budget codes totaling \$47,936 to cover a shortfall in salaries.

Motion was made by Mr. McDevitt, 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 with an overview of the following documents included in the agenda packet:

- Report of Expenditures, Revenues, Overtime and Per Diem Use for 2021;
- Revenue and Expense Comparison Report for 2020 vs 2021;
- Status of Referrals;
- Emergency Response and Preparedness;
- Rabies Program Report; and
- Meeting/Conference Authorizations.

Certificate of completion of the Skilled Training & Effective Team Management Leadership Essentials & Conflict Resolution Training was presented to Ginelle Jones, *Director, Public Health/Patient Services.*

There being no further business to come before the Health Services Committee, on motion made by Mr. Strough, seconded by Mr. Conover and carried unanimously, Mrs. Frasier adjourned the meeting at 1:15 p.m.

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