

Health Committee



AGENDA - REGULAR MEETING

OSWEGO COUNTY, NEW YORK

Date/ Time: Tuesday, December 5, 2023 at 11:00 a.m.

Location: Conference Room E - Legislative Office Building 46 East Bridge Street Oswego

COMMITTEE MEMBERS:

James Karasek, Chair	Legislator, 22 nd District
Michael Solowy, Vice Chair	Legislator, 23 rd District
Frank Castiglia	Legislator, 25 th District
Marc Greco	Legislator, 24 th District
Richard Kline	Legislator, 12 th District
James Scanlon	Legislator, 16 th District
Kevin Hill	Legislator, 15 th District

CALL TO ORDER:

- Pledge of Allegiance

APPROVAL OF MINUTES:

- Approval of the Minutes for the Health Committee's regular meeting on October 31, 2023, and Special Meeting November 8, 2023.

RESOLUTIONS:

- HE-1** Resolution Authorizing Budgetary Modification Health Department- to Increase Funds in Preschool Other Supplies and Expense
- HE-2** Resolution Authorizing Budgetary Modification Health Department – to Transfer Funds from the Insurance Recovery Fund to CP#134
- HE-3** Resolution Authorizing the Increase of Budget in the Health Department- To increase Vaccine Administration Fees

COMMITTEE REVIEW & DECISIONS:

- Approval of Health Department Professional Advisory Committee, June 8th, 2023, Minutes

REPORTING DEPARTMENTS:

- Health Department Updates
 - Directors Report

ADJOURNMENT:

Health Committee



DRAFT

MINUTES - REGULAR MEETING

OSWEGO COUNTY, NEW YORK

Date/ Time: Tuesday, October 31, 2023 at 11:00 a.m.

Location: Conference Room E - Legislative Office Building 46 East Bridge Street Oswego, New York 13126

COMMITTEE MEMBERS:

James Karasek, Chair	Legislator, 22 nd District	Present
Michael Solowy, Vice Chair	Legislator, 23 rd District	Present
Kevin Hill	Legislator, 15 th District	Present
Frank Castiglia	Legislator, 25 th District	Excused
Marc Greco	Legislator, 24 th District	Present
Richard Kline	Legislator, 12 th District	Present
James Scanlon	Legislator, 16 th District	Present

STAFF AND GUESTS:

Phil Church	Jennifer Walts	Savannah Wyckoff	Vera Dunsmore
Eric Bresee	Candy Herbert		

CALL TO ORDER:

A Regular Meeting of the Health Committee was called to order at 11:00 a.m. by Committee Chairman James Karasek with Deputy Clerk of the Legislature present. The meeting commenced with the Pledge of Allegiance

APPROVAL OF MINUTES:

Motion to approve the meeting minutes: Legislator House

Second: Legislator Solowy

Vote: Unanimous, motion carried

The minutes for the Health Committee's Regular Meeting on October 3, 2023, are approved.

RESOLUTIONS:

HE-1 Resolution Appointing Member to the Oswego County Board of Health

Motion to approve: Legislator House

Second: Legislator Solowy

Vote: Unanimous, motion carried

HE-2 Resolution Authorizing Budgetary Modification Health Department – Cost of Spraying to Control Disease Carrying Mosquitoes

Motion to approve: Legislator House

Second: Legislator Solowy

Vote: Unanimous, motion carried

HE-3 Resolution Authorizing Budgetary Modification Health Department – To Increase Funds in Early Intervention Other Fees and Services

Motion to approve: Legislator House

Second: Legislator Solowy

Vote: Unanimous, motion carried

HE-4 Resolution Authorizing Budgetary Modification Health Department – To Reallocate Unused Funds in the Hospice Division

Motion to approve: Legislator Solowy

Second: Legislator House

Vote: Unanimous, motion carried

COMMITTEE REVIEW & DECISIONS:

- None

REPORTING DEPARTMENTS:

- Eric Bresee, Executive Director, Family Farnham Services, provided a Project update (See handout).
- Vera Dunsmore provided a Health Department update (See handout).

ADJOURNMENT:

Motion to adjourn at 11:59 p.m. Legislator Kline

Second: Legislator Hill

Vote: Unanimous, motion carried

DRAFT

Raven Ahart
Deputy Clerk of the Legislature

Health Committee



DRAFT

MINUTES – SPECIAL MEETING

OSWEGO COUNTY, NEW YORK

Date/ Time: Wednesday, November 08, 2023 at 1:00 p.m.

Location: Conference Room E - Legislative Office Building 46 East Bridge Street Oswego, New York 13126

COMMITTEE MEMBERS:

James Karasek, Chair	Legislator, 22 nd District	Present
Michael Solowy, Vice Chair	Legislator, 23 rd District	Present
Kevin Hill	Legislator, 15 th District	Present
Frank Castiglia	Legislator, 25 th District	Excused
Marc Greco	Legislator, 24 th District	Present
Richard Kline	Legislator, 12 th District	Present
James Scanlon	Legislator, 16 th District	Present

STAFF AND GUESTS:

Phil Church Veronica Turner Jennifer Walts Vera Dunsmore

CALL TO ORDER:

A Special Meeting of the Health Committee was called to order at 1:00 p.m. by Committee Chairman James Karasek with Deputy Clerk of the Legislature present. The meeting commenced with the Pledge of Allegiance

BUDGET REVIEW:

- **Health Department**
Motion to amend position 405924701 from a typist to a senior typist, new salary \$33,030.24: Legislator Greco
Second: Legislator Kline
Vote: Unanimous, motion carried

Motion to approve as amended: Legislator Greco
Second: Legislator Solowy
Vote: Unanimous, motion carried

ADJOURNMENT:

Motion to adjourn at 1:09 p.m. Legislator Greco

Second: Legislator Solowy

Vote: Unanimous, motion carried

DRAFT

Raven Ahart
Deputy Clerk of the Legislature

RESOLUTION NO.

December 14, 2023

**RESOLUTION AUTHORIZING BUDGETARY MODIFICATION
HEALTH DEPARTMENT-TO INCREASE FUNDS IN PRESCHOOL OTHER
SUPPLIES AND EXPENSE**

By Legislator James Karasek:

WHEREAS, to increase funds in Preschool Other Supplies & Expense for Preschool Special Education (CPSE); and

WHEREAS, due to a late claim submission of a 2022 Fiscal Year payment, a new eligible district for Fiscal Year 2023, and increased costs the program requires an additional \$90,500 to fully reimburse Fiscal Year 2023 CPSE costs; and

NOW, upon recommendation of the Health Committee and with approval of the Finance and Personnel Committee of this body, so be it

RESOLVED, the Health Committee to approve and recommend increasing the Preschool Special Education Other Supplies & Expense and the corresponding budget modification; and

RESOLVED, that a certified copy of this resolution delivered to the County Treasurer shall be his authority to affect such transfer and make such adjustments and all documents that may be necessary to access and reallocate these funds

RESOLUTION PASSED/FAILED, WITH A VOICE/ROLL CALL VOTE
YES: NO: ABSENT: ABSTAIN:

**INFORMATIONAL MEMORANDUM**

Subject: Committee on Preschool Special Education (CPSE) Costs

Purpose: To increase funds in Preschool Other Supplies & Expense.

Summary: Section 4410 of NYS education Law authorizes school districts to receive reimbursement from counties for reasonable and necessary CPSE administrative costs incurred for preschool students. Historically, school districts have not been consistent in charging counties for their administrative costs. Each year, there has been at least one school district who does not bill. In 2016, all but 1 school district started billing us on a consistent basis. That district has begun billing us in 2023. The State typically sends out the current Fiscal Year approved district expenses in October or November each year.

Due to a late claim submission of a 2022 Fiscal Year payment, a new eligible district for Fiscal Year 2023, and increased costs the program requires an additional \$90,500 to fully reimburse Fiscal Year 2023 CPSE costs.

Fiscal Impact 2023: Increase of \$90,500 in Preschool Other Supplies & Expense and increase of \$53,847 in State Aid. The remainder is offset from unused funds in the Preschool Division. No change in local share.

Fiscal Impact 2024: The 2024 budget request contained funds to reimburse all 9 districts, including a slight anticipated increase in expenses.

Recommended Action: The Health Committee to approve and recommend increasing the Preschool Other Supplies & Expense and the corresponding budget modification.

12.14.2023

[illegible]

Department Head	Date	County Administrator	DATE
Director of Human Resource	Date	Chairperson	DATE
		County Treasurer	DATE

RESOLUTION NO.

December 14, 2023

**RESOLUTION AUTHORIZING BUDGETARY MODIFICATION
HEALTH DEPARTMENT--TO TRANSFER FUNDS FROM THE INSURANCE
RECOVERY FUND TO CAPITOL PROJECT NO.134**

By Legislator James Karasek:

WHEREAS, to transfer \$718.81 from the Insurance Recovery Fund to Capitol Project No. 134; and

WHEREAS, a supplemental insurance check has been received for the claim from the theft incident at Silk Road in 2022. The original insurance payment was received at the beginning of 2023. This supplemental claim covered reimbursement of stolen items that were replaced; and

NOW, upon recommendation of the Health Committee and with approval of the Finance and Personnel Committee of this body, so be it

RESOLVED, that a certified copy of this resolution delivered to the County Treasurer shall be his authority to affect such transfer and make such adjustments and all documents that may be necessary to access and reallocate these funds.

RESOLUTION PASSED/FAILED, WITH A VOICE/ROLL CALL VOTE

YES:

NO:

ABSENT:

ABSTAIN:

OSWEGO COUNTY

VERA DUNSMOOR, DIRECTOR OF PUBLIC HEALTH
PHONE 315.349.3545



HEALTH DEPARTMENT

70 BUNNER STREET, OSWEGO, NEW YORK 13126-3357
FAX 315.349.3435

INFORMATIONAL MEMORANDUM

Subject: Request for Budget Modification for Silk Road Landfill.

Purpose: To transfer funds to CP#134 from the Insurance Recovery Fund.

Summary: Silk Road Landfill falls under the jurisdiction of the USEPA. Maintenance & site security are required for the site to remain compliant with EPA O&M guidelines. A supplemental insurance check has been received for the claim from the theft incident at Silk Road in 2022. The original insurance payment was received at the beginning of 2023. This supplemental claim covered reimbursement of stolen items that were replaced. This request is being made to transfer \$718.81 from the Insurance Recovery Fund to CP#134.

Recommended Action: The Health Committee recommend that the Finance and Personnel Committee approve the attached budget modification and send it to the full Legislature for final approval.

12.14.2023

[illegible]

Department Head

Date

County Administrator

DATE _____

Director of Human Resource

Date

Chairperson

DATE _____

County Treasurer

DATE _____

RESOLUTION NO.

December 14, 2023

**RESOLUTION AUTHORIZING THE INCREASE OF BUDGET IN THE
HEALTH DEPARTMENT TO INCREASE VACCINE ADMINISTRATION FEES**

By Legislator James Karasek:

WHEREAS, the administration fee for vaccines has not been increased since 2012. We are requesting to increase the rate from \$20 to \$25 for the first vaccination and \$10 to \$15 for subsequent vaccinations given in the same visit; and

NOW, upon recommendation of the Health Committee and with approval of the Finance and Personnel Committee of this body, so be it

RESOLVED, that this body authorizes the approval of the new vaccine administration fees; and be it further

RESOLVED, that a certified copy of this resolution delivered to the County Treasurer shall be his authority to affect such transfer and make such adjustments and all documents that may be necessary to access and reallocate these funds.

RESOLUTION PASSED/FAILED, WITH A VOICE/ROLL CALL VOTE

YES:

NO:

ABSENT:

ABSTAIN:



Informational Memo

Subject: 2024 Vaccine Administration Fee Increase

Purpose: Set 2024 vaccine administration fees.

Summary: The administration fee for vaccines has not been increased since 2012. We are requesting to increase the rate from \$20 to \$25 for the first vaccination and \$10 to \$15 for subsequent vaccinations given in the same visit.

2024 Fiscal Minimal impact on self-pay revenue, unknown how private insurance revenue will be affected at this time.

Recommended

Action: The Health Committee recommends approval by the full Legislature of the attached resolution.

**PROFESSIONAL ADVISORY COMMITTEE**

June 8, 2023

ATTENDANCE:

Diane Oldenburg, Associate PHE, OCHD
Betty Dunsmoor, Healthy Families Program Manager, OCHD
Jennifer Walts, Principal Accountant, OCHD
Amanda Barbera, Program Coordinator, PCHC, Reach CNY
Natalie Reeser, Patient Care Representative, Lincare
Tammy Thompson, Director of CWSN, OCHD
Jennifer Purtell, SPHN, OCHD

Missy Verdoliva, Grade B Supervisor, DSS
Jeanne King, Compliance Officer, OCHD
Cali Sweeting, Coordinator of Health Access Services, OCO
Cathy Hogan, Clinical Director, Staffings
Brenda Hillman, Administrative Secretary, OCHD

1. Call to Order

Jennifer Purtell called the meeting to order at 1:33 PM.

2. Approval of Minutes

Jennifer Purtell asked for a motion to accept the minutes of the March 9, 2023 PAC meeting.
Motion to accept was made by Cathy Hogan; seconded by Diane Oldenburg.
All voted in favor. Motion passed.

3. Nursing Dashboard Review & Branch SummariesPreventive/LHCSA/D&T-Jennifer PurtellMCH – Jennifer Purtell

- End of quarter 9, 30 total served, 27 referrals, 23 admits, 4 non-admits, 21 discharged. Average length of stay is 45.73.
- Staffing –1 FT LPN, 1 FT PHN, Typist; Vacant – 1 PT RN, 1 FT RN, 1 Sr. PHN, 1 Account Clerk.
- Referrals –Continuing outreach. Increased number of cases.
- Lead – Hospice SPHN was assisting with care coordination. About 2-4 new cases per month.

D&TC – Jennifer Purtell

- Immunizations – Clinics once weekly for routine immunization and COVID-19. Offer monthly clinics to OCJ Have vaccinated at four migrant camps.
- Communicable Disease – Flu and COVID-19 cases continue to decline. Gastrointestinal reports have increased due to summer months.

Lead – Jennifer Purtell

- End of Quarter – 91, Total served 95, Referrals 8, Admissions 8, 0 Non-Admits, 6 Discharges.

PCA-Jennifer Purtell

- Dashboard – 50 end of quarter census, served 56, 6 referrals, 6 admits, 0 non-admits, 6 discharged. Average length of stay went to 718.
- Staffing –1 FT RN.
- Visits – In home visits made. Quarterly meeting with DSS regarding cases/issues. Receiving referrals for new cases through New York Independent Assessor (NYIA) program.

Hospice-Jennifer Purtell

- Dashboard – End of quarter census is 0, 0 total served, 0 number of referrals, 0 admission, 0 non-admits, 0 discharges and the average length of stay is 0.
- Bereavement Cases – 11, the last one to close in September.
- Staffing –1 Senior Typist – no open positions at this time due to closure.

Healthy Families Oswego County – Betty Dunsmoor

- Dashboard – End of quarter census is 17, 27 total served, 5 number of referrals, 3 admissions, 7 non-admits, 1 discharge.
- Staffing: Supervisor FRS position available at CCE and 1 new FSS will begin on March 23rd.
- Referrals: We are accepting screens as staff time allows. We will begin to perform outreach.

QAPI Committee – Jeanne King

- QAPI committees meet quarterly. Branch subcommittees meet to discuss details of nursing programs. Participants include: Hospice, LHCSA, Preventive, D&T Center, Healthy Families and Finance.

PIPs

- LHCSA/Preventive – Jeanne King
 - Plan of Care (tags 404 & 408) – 100%
 - Current orders signed/requested – 100%
 - Change of plan/treatment orders signed/requested – 100%
 - All orders signed within 30 days of date of order – 71%
 - HealtheConnections Consent – N/A
 - MCH Satisfaction Surveys – 11, submitted, 50%. 100 % Excellent.
- D&TC – Jeanne King
 - Annual Mandatory Staff Trainings – Tag T2107 – All mandatory trainings are up to date
 - Policy and Procedure Review – Tag 2079 – N/A Will monitoring 4th Quarter 2023
 - Advance Directives – Tag Y4360 – 0%
 - D&T Center Survey – 24, 99% Excellent, 1% V Good
 - Expedited Partner Therapy – 100%
- Healthy Families – Betty Dunsmoor
 - 9 of 12 Performance Targets achieved 89%
 - Program Capacity 42.5%, NYS target performance is 85%
 - Retention rate at 1 year 44%, NYS target performance is 50%
 - Creative Outreach Percentage of Families not on 100%, NYS target performance is 90%
 - Home Visit Rate 92%, NYS target performance is 75%
 - 1st Home visit prior to 3 months after birth 97%, NYS target performance is 95%
 - Prenatal enrollment 60%, NYS target performance is 65%
 - Assessment (FROG) done within 30 days 100%, NYS target performance is 100%
 - Follow-up forms completed on time 90%, NYS target performance is 75%
 - Use of CHEERS Check-in 100%, NYS target performance is 90%
 - Trainings for orientation, core, shadowing, prenatal and FGP 100%
 - Wraparound trainings for 3, 6, & 12 month 100%
 - Protected supervision 100%, NYS target performance is 75%
 - Supervisor Observations 1 per quarter 100%

4. Compliance Report – Jeanne King

Incidents

- Client Falls
 - Preventive/LHCSA/D&T
- Medications
 - Preventive - 1
 - Hospice – None
- Employee Incident
 - Preventive – None
 - Hospice – None
- Other
 - Preventive - 1

Complaints

- Preventive/LHCSA/D&T Center
 - None
- Hospice
 - None
- Administrative
 - None

5. Public Health Education/Public Health Emergency Planning – Diane Oldenburg

Public Health Educator activities in the last quarter included:

- There are two vacant Public Health Educator positions
- Suicide Prevention Training
- Vaping prevention education
- Stepping On Class
- Chronic Disease Self-management
- Diabetes Self-management
- Schools and summer safety
- Re-think your drink
- Smoothie bike
- Child Passenger Safety Recertification
- Cooling Centers

6. Emergency Preparedness – Diane Oldenburg

- Radiological drills
- Mass Fatality Drill
- End of budget year (June 30)
- Budget prep for next grant
- COOP Plan
- Mass Fatality Plan
- ELC school reopening – distribution of mitigation supplies to daycares/summer camps

7. OD2A – Overdose Data to Action – Diane Oldenburg

- Hired a Public Health Educator and will start June 12.
- Grant ends the end of July, will be funded by opioid settlement money.
- PHAST team – Speaker Matt Griffin.
- Harm reduction
- Fentanyl and xylazine distribution
- Naloxone training

- Data and data use agreements
- Overdose Fatality review
- State Summit in Syracuse
- Rx Summit

8. New York State Public Health Corps – Diane Oldenburg

- Current position:
 - 2 Epidemiologist (1 vacant)
 - 3 Health Education Assistants (1 vacant)
 - 1 Sr, Account Clerk
 - 1 Public Information Specialist
 - 1 Public Health Educator (vacant)
- Fellows continue eCornell training and projects
- One fellow is taking additional training through the Fellowship BEAM training (administration, finance)

9. Accreditation – Jeanne King

- The Health Department applied Accreditation through PHAB, Public Health Accreditation Board
- Strategic Plan is being created – SWOT conducted with staff, community, legislators and Board of Health
- Accreditation Coordinator has been chosen
- Policies are being reviewed and created
- Beginning to complete mandatory changes
- Mentoring with neighboring counties

10. SWOT Analysis – Strengths, Weaknesses, Opportunities and Threats

A SWOT analysis was conducted with the Professional Advisory Committee members in attendance.

11. Policies & Procedures

A motion to approve the policies and procedures was made by Diane Oldenburg and seconded by Cathy Hogan.

All were in favor.

12. Community Updates

David Murray – via email – Retiring as of June 27. Darcy Daniszewski will take his place on the committee.

Natalie Reeser – As things return to normal, pre-Public Health Emergency, There is more qualifying diagnosis for oxygen patients. This is being looked at more as needed rather than diagnosis driven. The insurance companies are accepting acute diagnosis, like pneumonia and COVID as long as there is proper documentation for the need for oxygen. Lincare is now offering wound care wound box and chest percussion vests. Thinking coordination with the health department on wound care with the xylazine and fentanyl. Lincare offers home PTI and home testing, coumadin, warfarin and anticoagulants. They now reinstated the 90-day requirement for that. The patient must be using or on the anticoagulant for 90 days to be considered for home testing.

Missy Verdoliva – DSS held an open house and it was successful. They continue to fill vacancies. Between CPS and Family Services there is still 19 Case Worker vacancies and it has been tough.

Cali Sweeting – Insurance through the Market Place, with the PHE winding down and ending. Wanted to remind people to recertify for health insurance. She wanted to make people aware that their coverage might be expiring without recertifying.

Cathy Hogan – PCA class in April and started with 22 students and finished with 5. Had a State survey which was the fourth one in less than two years between the six branches.

13. Closing and Adjournment

Motion to adjourn at 2:38 pm by Tammy Thompson and seconded by Amanda Barbera.

The PAC will meet next on Thursday, September 14, 2023 at 1:30 PM in the Training Room
at Oswego County Health Department