

Health Committee



AGENDA - REGULAR MEETING

OSWEGO COUNTY, NEW YORK

Date/ Time: Tuesday, October 3, 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

RECOGNITION

- Tammy Thompson 30-year Recognition with photo

APPROVAL OF MINUTES:

- Approval of the Minutes for the Health Committee's regular meeting on September 6, 2023.

RESOLUTIONS:

- HE-1** Resolution Appointing Member to The Oswego County Board of Health
- HE-2** Resolution Authorizing Health Department Fine Schedule for Environmental Services
- HE-3** Resolution Authorizing the Increase of Budget in The Health Department to Purchase Covid Vaccine
- HE-4** Resolution Authorizing the Creation of Two Positions in The Health Department (1) Speech Language Pathologist and (1) Certified Special Education Teacher
- HE-5** Resolution Authorizing Health Department Vehicle Leases (4 Vehicles)
- HE-6** Resolution Appointing Members to the Oswego County Traffic Safety Board

COMMITTEE REVIEW & DECISIONS:

None

REPORTING DEPARTMENTS:

- Health Department Updates
 - Deputy Director's Report

ADJOURNMENT:

Health Committee

DRAFT



MINUTES - REGULAR MEETING

OSWEGO COUNTY, NEW YORK

Date/ Time: Wednesday, September 6, 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	Excused
Michael Solowy, Vice Chair	Legislator, 23 rd District	Present
Nathan Emmons	Legislator, 15 th District	Excused
Frank Castiglia	Legislator, 25 th District	Present
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	Vera Dunsmoor	Jennifer Walts	Richard Mitchell
Kelly Jordal			

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

Second: Legislator

Vote: Unanimous, motion carried

The minutes for the Health Committee's Regular Meeting on August 1, 2023 are approved

RESOLUTIONS:

HE-1 Resolution Authorizing the Creation/ Budget Modification of Three Positions In The Health Department (1) Senior Health Program Specialist and (2) Health Program Specialists

Motion to approve: Legislator

Second: Legislator

Vote: Unanimous, motion carried

HE-2 Resolution Authorizing Health Department Fee Schedule for Environmental Services

Motion to approve: Legislator

Second: Legislator

Vote: Unanimous, motion carried

COMMITTEE REVIEW & DECISIONS:

- None

REPORTING DEPARTMENTS:

- Vera Dunsmoor, Director provided Health Department updates (see handout that was passed around).

ADJOURNMENT:

Motion to adjourn at 11: p.m. Legislator

Second: Legislator

Vote: Unanimous, motion carried

DRAFT

Raven Ahart
Deputy Clerk of the Legislature

RESOLUTION NO.

October 12, 2023

RESOLUTION APPOINTING MEMBER TO THE OSWEGO COUNTY BOARD OF HEALTH

By Legislator James Karasck:

WHEREAS, a vacancy has occurred as a result of the resignation of a certain member of the Oswego County Board of Health; and

NOW, on recommendation of the Health Committee of this body; be it

RESOLVED, that the following individual be, and hereby is, appointed to the Oswego County Board of Health for a six-year term to expire as follows:

Dr. Arianne Hamblin-Smith

November 1, 2023 - October 31, 2029

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

YES:

NO:

ABSENT:

ABSTAIN:



INFORMATIONAL MEMORANDUM

SUBJECT: Appointment to the Oswego County Board of Health

PURPOSE: To recommend the appointment of an individual to serve as a member of the Oswego County Board of Health.

SUMMARY: The Oswego County Board of Health is a statutory body of seven members, created in accordance with provisions of the New York State Public Health Law. Appointments are by the County Legislature for a term of six years. The following individual is recommended for appointment.

Dr. Arianne Hamblin-Smith November 1, 2023 – October 31, 2029

RECOMMENDED

ACTION: The Health Committee recommends approval by the full Legislature of the requested appointment to the Board of Health.

Ariane Hamblin-Smith DVM

2903 County Route 57
Fulton NY 13069
315-592-4400
bcacllc2899@yahoo.com

Objective

I am interested in lending my unique medical knowledge and experience in the veterinary field to help maintain the public health of our county.

Education

2007 Doctorate of Veterinary Medicine, Kansas State University

2002 Bachelors of Science, Cornell University

2000 Associate of Applied Science, SUNY Cobleskill

Experience

2013-Present Owner and veterinarian at Black Creek Veterinary Clinic LLC in Fulton

2009-2013 Associate veterinarian at Highland Animal Hospital in Central Square

2007-2009 Associate veterinarian at North Country Veterinary Services in Pulaski

Organizations

2020-Present Member of Board of Directors for Oswego Industries

2020-Present Member of Volney Town Board

Honors and Awards

June 2013 Oswego Business 40 Under 40 Award

RESOLUTION NO.

October 12, 2023

RESOLUTION AUTHORIZING HEALTH DEPARTMENT FINE SCHEDULE FOR ENVIRONMENTAL SERVICES

By Legislator James Karasek:

WHEREAS, the rates for services rendered through Public Health Law and New York State Sanitary Codes must keep pace with the increased cost of doing business as well as being in line with industry trends; and

WHEREAS, the Director of Public Health has reviewed current rates and is looking to formally set new rates for services; and

WHEREAS, the fiscal impact for 2024 will increase \$29,475 for budgeted revenues in the Environmental Division A4090; and

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

RESOLVED, that this body authorizes the approval of the new fee schedule for Environmental Services; and be it further

RESOLVED, that certified copies of this resolution delivered to the County Treasurer, Budget Officer, and Director of Human Resources shall be their authority to make such changes.

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

YES:

NO:

ABSENT:

ABSTAIN:



Informational Memo

Subject: Fine Schedule for Environmental Services

Purpose: To formally set the rates for fines.

Summary: The rates for fines rendered through Public Health Law and New York State Sanitary Codes must keep pace with the increased cost of doing business as well as being in line with industry trends. If we do not agree with the rates and wish to appeal, it is necessary to demonstrate that the governing body by resolution has set the rates. The rates that have been set for 2024 are as attached:

2024 Fiscal Impact: Possible increase in revenue, depending on the number of violations in 2024.

Recommended

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



Environmental Health – Proposed Fine Schedule 1/1/24

Existing Fine Schedule in Accordance with ADM-2 Procedure as of March 1995:

- **Category 1 Imminent Public Health Hazard:**
 - First Offense: \$50
 - Second Offense: \$100
 - Third Offense: Legal or \$200
 - Subsequent Offenses: Legal or doubling of last fine.

- **Category 2 Public Health Hazards**
 - First Offense: \$0
 - Second Offense: \$50
 - Third Offense: \$100
 - Subsequent Offenses: Legal or doubling of last fine.

- **Other Violations:**
 - First Offense: \$0
 - Second Offense: \$25
 - Third Offense: \$50
 - Subsequent Offenses: Legal or doubling of last fine.

Proposed Changes effective 1/1/24:

- **Operating without a valid permit: \$200**
 - Facility opens without proper paperwork/permit.
 - Separate from enforcement policy when applications are sent in late.

- **Category 1 Imminent Public Health Hazard:**
 - First Offense: \$0 (Warning & education given)
 - Following ADM-2 procedures, we can fine for the first offense for this category of violations. We generally choose to educate and correct with a first offense violation.
 - Health Inspector & Director of Environmental Health would discuss major violations in this category to determine if we felt it necessary to fine on the first offense. If so, the fine would be \$100.
 - If we choose to fine on the first offense, each subsequent fine will double.
 - Second Offense: \$100
 - Third Offense: \$200
 - Subsequent Offenses: Legal or doubling of last fine.

- **Category 2 Public Health Hazard:**
 - First Offense: \$0 (Warning & education given)
 - Second Offense: \$100
 - Third Offense: \$200
 - Subsequent Offenses: Legal or doubling of last fine.

- **Other Violations:**

- First Offense: \$0
- Second Offense: \$50
- Third Offense: \$100
- Subsequent Offenses: Legal or doubling of last fine.

The Environmental Division reserves the right to revoke or suspend a permit to operate for repeated or persistent violations, or when the continued operation of the facility is believed to be an imminent hazard to public health. In this case, a timetable of compliance will be set, and a re-inspection will be conducted to ensure violations have been corrected before allowing to reopen.

Repeat violations may also prevent operators from obtaining any additional permits until compliance is met. (Ex: temporary food service permits, opening other businesses, etc.)

RESOLUTION NO.

October 12, 2023

**RESOLUTION AUTHORIZING THE INCREASE OF BUDGET IN THE
HEALTH DEPARTMENT TO PURCHASE COVID VACCINE**

By Legislator James Karasek:

WHEREAS, since its introduction in 2021, the COVID vaccine was provided at no cost to providers. Beginning September 11, 2023, it was transitioned to a commercial program. Providers will now need to purchase their own supply of vaccine for patients who have commercial insurance; and

WHEREAS, although this change was expected and extra funds were added to the 2023 budget, the cost is significantly higher than anticipated; and

WHEREAS, as this is a mandated service, we are requesting funding to purchase 400 doses of adult vaccine, 100 doses of pediatric vaccine and 90 doses of infant vaccine; and

WHEREAS, increase Biologicals, Medicare and Private Insurance. No increase to local share; and

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

RESOLVED, that certified copies of this resolution delivered to the County Treasurer, Budget Officer, and Director of Human Resources shall be their authority to make such changes.

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

YES:

NO:

ABSENT:

ABSTAIN:

**INFORMATIONAL MEMORANDUM**

Subject: Commercialization of COVID Vaccine

Purpose: Increase budget to purchase COVID vaccine.

Summary: Since it's introduction in 2021, the COVID vaccine was provided at no cost to providers. Beginning September 11, 2023, it was transitioned to a commercial program. Providers will now need to purchase their own supply of vaccine for patients who have commercial insurance.

Although this change was expected and extra funds were added to the 2023 budget, the cost is significantly higher than anticipated. As this is a mandated service, we are requesting funding to purchase 400 doses of adult vaccine, 100 doses of pediatric vaccine and 90 doses of infant vaccine. While the demand is unknown at this point, we believe this will be an adequate amount to serve the public as well as hold clinics for county personnel who would like to be vaccinated. Vaccine will be purchased as needed, following minimum order requirements. The cost is expected to be reimbursed through private insurance.

Fiscal Impact 2023: Increase Biologicals, Medicare and Private Insurance. No increase to local share.

Fiscal Impact 2024: Increase Biologicals, Medicare and Private Insurance. No increase to local share.

Recommended

Action: The Health Committee approves adding funds to the Biologicals and Private Insurance lines with the corresponding budget modification.

**COUNTY OF OSWEGO
BUDGET MODIFICATION REQUEST**

10.12.2023

ACCOUNT NUMBER		ACCOUNT NUMBER			DESCRIPTION	DOLLAR AMOUNT
ORG	OBJECT	PROJ	ORG	OBJECT		
A4035	416014					\$ (36,119.00)
A4035	416012				Prev: Private Insurance	\$ (23,100.00)
			A4035	543800	Prev: Medicare	\$ 59,219.00
					Prev: Biologicals	
					Purchase COVID Vaccine	

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

RESOLUTION NO.

October 12, 2023

RESOLUTION AUTHORIZING THE CREATION OF TWO POSITIONS IN THE HEALTH DEPARTMENT (1) SPEECH LANGUAGE PATHOLOGIST AND (1) CERTIFIED SPECIAL EDUCATION TEACHER

By Legislator James Karasek:

WHEREAS, The Early Intervention Program is a New York State Mandated program pursuant to the Federal Individual's with Disabilities Education Act reauthorized in 2004. The Early Intervention Program is for children from birth through 2 years of age who have a developmental delay or disability as defined by New York State; and

WHEREAS, by adding a full time Speech Language Pathologist and a Certified Special Education Teacher, would bring our waitlist down to more manageable numbers; and

WHEREAS, utilizing funds from a vacancy in A2980, expenses in A4059 will be increased \$15,452. Revenues will increase \$38,273 resulting in savings of \$22,821; and

WHEREAS, including contractual pay increases, the anticipated savings in local share to expand the Early Intervention program is \$29,426; and

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

RESOLVED, that one Certified Special Education Teacher, SG40, salary of \$58,000, and one Speech Language Pathologist, SG40, salary of \$65,000, positions in the Oswego County Professional Association Bargaining Unit be created; and be it further

RESOLVED, that certified copies of this resolution delivered to the County Treasurer, Budget Officer, and Director of Human Resources shall be their authority to make such changes.

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

YES:

NO:

ABSENT:

ABSTAIN:



INFORMATIONAL MEMORANDUM

- Subject:** Early Intervention Expansion
- Purpose:** Expand program to offer more services by the creation of 2 new positions.
- Summary:** The Early Intervention Program is a New York State Mandated program pursuant to the Federal Individual's with Disabilities Education Act reauthorized in 2004. The Early Intervention Program is for children from birth through 2 years of age who have a developmental delay or disability as defined by New York State.
- Oswego County has had capacity issues that started in 2019 and through the last several years, we have seen a bigger capacity issue as contract agencies are losing providers to school districts or moving out of the area. Some counties have moved to hiring their own employees to help fill gaps in services. We have had upwards of 175 children on a waiting list for services which leaves out of compliance with both State and Federal Mandates.
- By adding a full time Speech Language Pathologist and a Certified Special Education Teacher, we would be able to bring our waitlist down to more manageable numbers. While any waitlist is a problem, we do need to start thinking proactively on how we can provide services to our most needy children.
- Fiscal Impact 2023:** Utilizing funds from a vacancy in A2980, expenses in A4059 will be increased \$15,452. Revenues will increase \$38,273 resulting in savings of \$22,821.
- Fiscal Impact 2024:** Including contractual pay increases, the anticipated savings in local share to expand the Early Intervention program is \$29,426.
- Recommended Action:** The Health Committee to approve the expansion of the Early Intervention program, creation of 2 new positions and the corresponding budget modification.

POSITION REQUEST/DELETE BUDGET FORM

DEPARTMENT: Health

DIVISION/UNIT (NUMBER): A4059

A. NEW POSITION REQUEST

1. Position Title Requested: Speech Language Pathologist

2. Bargaining Unit: CO-OP Highway Silver Star Deputies OCPA Mgmt.

3. a. Bargaining Unit – Hourly Rate from Grade plan: _____ Grade: _____

b. Management or OCPA – Salary Requested: 65,000 Grade: SG40

4. Percent of Federal and or State Reimbursement: _____ Fringe Reimbursed: Yes No

5. Justification of Need (Use additional sheets as necessary):

Oswego County has had capacity issues that started in 2019 and through the last several years, we have seen a bigger capacity issue as contract agencies are losing providers to school districts or moving out of the area. Some counties have moved to hiring their own employees to help fill gaps in services. We have had upwards of 175 children on a waiting list for services which leaves out of compliance with both State and Federal Mandates. By adding a full time Speech Language Pathologist, we would be able to bring our waitlist down to more manageable numbers.

6. Complete New Position Duties Statement (p. 3 & 4).

B. RECLASSIFICATION REQUEST

1. Present Title:

2. Position #:

3. Present Salary/Hourly Rate:

Grade:

4. Requested Title:

5. Requested Salary: _____

a. Bargaining Unit: _____ Hourly Rate: _____ Grade: _____

b. Management or OCPA – Salary Requested: _____ Grade: _____

6. Percent of Federal and/or State Reimbursement: _____ Fringe Reimbursed: Yes No

7. Justification of Need (use additional sheets as necessary):

8. Complete New Position Duties Statement (p. 3 & 4).

C. POSITION DELETION

1. Title to be Deleted:

2. Position #

3. Salary Savings:

4. Reason for Deletion:

Civil Service Law: Section 22. Certification for positions.
 Before any new positions in the service of a civil division shall be created or any existing position in such service shall be reclassified, the proposal therefore, including a statement of the duties of the position, shall be referred to the municipal commission having jurisdiction and such commission shall furnish a certificate stating the appropriate civil service title for the proposed position or the position to be reclassified. Any such new position shall be created or any such position reclassified only with the title approved and certified by the commission.

**OSWEGO COUNTY HUMAN RESOURCES
 DEPARTMENT**

NEW POSITION DUTIES STATEMENT

Department head or other authority requesting the creation of a new position, prepare a separate description for each new position to be created except that one description may cover two or more identical positions in the same organizational unit. Forward two typed copies to this office.

1. DEPARTMENTS/SCHOOL DISTRICT/TOWN OR VILLAGE Health	DIVISION, UNIT, OR WORK SECTION A4059	LOCATION OF POSITION Bunner St Complex
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2. DESCRIPTION OF DUTIES: Describe the work in sufficient detail to give a clear word picture of the job. Use a separate Paragraph for each kind of work and describe the more important or time-consuming duties first. In the left column, estimate how the total working time is divided.

Title requested: *Speech Language Pathologist*

PERCENT OF WORK TIME	
70	<i>Provide Direct Services and periodic review and assessment to children to improve their Speech, Language, Communication and Articulation skills for children from Birth to five.</i>
10	<i>Participate in the development of individualized family services plans/individualized education programs.</i>
5	<i>Design learning environments and activities that promote the child's acquisition of skills in the area of Speech, Language, Communication and Articulation.</i>
10	<i>Assess children's current level of functioning in the areas of Speech, Language, Communication, Articulation and Phonological processes.</i>
5	<i>Prepares and maintains a variety of written records and reports such as session notes, discharge summaries and developmental progress reports.</i>
	(Attach additional sheets if more space is needed)

3. Names and titles of person supervising (general, direct, administrative, etc.).

NAME	TITLE	TYPE OF SUPERVISION
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4. Names and titles of persons supervised by employee in this position.

NAME	TITLE	TYPE OF SUPERVISION
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5. Names and titles of persons doing substantially the same kind and level of work as will be done by the incumbent of this new position.

NAME	TITLE	LOCATION OF POSITION
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6. What minimum qualifications do you think should be required for this position?

Education: High School _____ years
 College 6 years, with specialization in Speech Language Pathology
 Other _____ years, with specialization in _____

Experience (list amount and type): *A minimum of two years working in the home or community setting with children with speech needs from birth through 5.*

Essential knowledge, skills and abilities: *Thorough knowledge of the principles and practices of special education; thorough knowledge of children with special needs and socio-economic factors affecting children with special needs; good knowledge of community resources available to support or supplement the child's plan; ability to organize and analyze data and prepare records and reports.*

Type of license or certificate required: SLP, CCC

7. The above statements are accurate and complete.

Date: 9/18/2023

Title: Director of Programs for CSN

Signature:

CERTIFICATE OF OSWEGO COUNTY PERSONNEL OFFICER

8. In accordance with the provisions of Civil Service Law (Section 22), the Oswego County Personnel Officer certifies that the appropriate civil service title for the position described is:

POSITION CLASS TITLE:

JURISDICTIONAL CLASS:

Date:

Signature:

POSITION REQUEST/DELETE BUDGET FORM

DEPARTMENT: Health

DIVISION/UNIT (NUMBER): A4059

A. NEW POSITION REQUEST

1. Position Title Requested: Special Education Teacher

2. Bargaining Unit: CO-OP Highway Silver Star Deputies OCPA Mgmt.

3. a. Bargaining Unit – Hourly Rate from Grade plan: _____ Grade: _____

b. Management or OCPA – Salary Requested: 58,000 Grade: SG40

4. Percent of Federal and or State Reimbursement: _____ Fringe Reimbursed: Yes No

5. Justification of Need (Use additional sheets as necessary):

Oswego County has had capacity issues that started in 2019 and through the last several years, we have seen a bigger capacity issue as contract agencies are losing providers to school districts or moving out of the area. Some counties have moved to hiring their own employees to help fill gaps in services. We have had upwards of 175 children on a waiting list for services which leaves out of compliance with both State and Federal Mandates. By adding a full time Certified Special Education Teacher, we would be able to bring our waitlist down to more manageable numbers.

6. Complete New Position Duties Statement (p. 3 & 4).

B. RECLASSIFICATION REQUEST

1. Present Title: _____ 2. Position #: _____

3. Present Salary/Hourly Rate: _____ Grade: _____

4. Requested Title: _____

5. Requested Salary: _____

a. Bargaining Unit: _____ Hourly Rate: _____ Grade: _____

b. Management or OCPA – Salary Requested: _____ Grade: _____

6. Percent of Federal and/or State Reimbursement: _____ Fringe Reimbursed: Yes No

7. Justification of Need (use additional sheets as necessary):

8. Complete New Position Duties Statement (p. 3 & 4).

C. POSITION DELETION

1. Title to be Deleted:

2. Position #

3. Salary Savings:

4. Reason for Deletion:

Civil Service Law: Section 22. Certification for positions.
 Before any new positions in the service of a civil division shall be created or any existing position in such service shall be reclassified, the proposal therefore, including a statement of the duties of the position, shall be referred to the municipal commission having jurisdiction and such commission shall furnish a certificate stating the appropriate civil service title for the proposed position or the position to be reclassified. Any such new position shall be created or any such position reclassified only with the title approved and certified by the commission.

**OSWEGO COUNTY HUMAN RESOURCES
 DEPARTMENT**

NEW POSITION DUTIES STATEMENT

Department head or other authority requesting the creation of a new position, prepare a separate description for each new position to be created except that one description may cover two or more identical positions in the same organizational unit. Forward two typed copies to this office.

1. DEPARTMENTS/SCHOOL DISTRICT/TOWN OR VILLAGE Health	DIVISION, UNIT, OR WORK SECTION A4059	LOCATION OF POSITION Bunner St Complex
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2. DESCRIPTION OF DUTIES: Describe the work in sufficient detail to give a clear word picture of the job. Use a separate Paragraph for each kind of work and describe the more important or time-consuming duties first. In the left column, estimate how the total working time is divided.

Title requested: *Special Education Teacher*

PERCENT OF WORK TIME	
70	<i>Provide direct services and periodic review and assessment to children to improve cognitive, and social emotional functioning in children age birth to five.</i>
10	<i>Participate in the development of individualized service plans/individualied education programs.</i>
5	<i>Design learning environments and activies that promote the child's acquisition of skills in a variety of developmental areas including cognitvie processes and social/emotional interactions.</i>
10	<i>Assess children's current level of functioning in the five developmental domains including, Cognitive, Social/Emotional, Communication, Adapative Functioning and Motor functioning.</i>
5	<i>Prepares and maintains a variety of written records and reports such as session notes, discharge summaries and developmental progress reports.</i>
	(Attach additional sheets if more space is needed)

3. Names and titles of person supervising (general, direct, administrative, etc.).

NAME	TITLE	TYPE OF SUPERVISION
Vera Dunsmoor	Director of Public Health	General

4. Names and titles of persons supervised by employee in this position.

NAME	TITLE	TYPE OF SUPERVISION
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5. Names and titles of persons doing substantially the same kind and level of work as will be done by the incumbent of this new position.

NAME	TITLE	LOCATION OF POSITION
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6. What minimum qualifications do you think should be required for this position?

Education: High School _____ years
 College 6 years, with specialization in Special Education
 Other _____ years, with specialization in _____

Experience (list amount and type): *A minimum of two years of working with infants and toddlers in a home or community based setting.*

Essential knowledge, skills and abilities: *Thorough knowledge of the principles and practices of special education; thorough knowledge of children with special needs and socio-economic factors affecting children with special needs; good knowledge of community resources available to support or supplement the child's plan; ability to organize and analyze data and prepare records and reports.*

Type of license or certificate required: Possession of a current New York State Certification as a Special Education Teacher.

7. The above statements are accurate and complete.

Date: 9/18/2023 Title: Director of Programs for CSN Signature:

CERTIFICATE OF OSWEGO COUNTY PERSONNEL OFFICER

8. In accordance with the provisions of Civil Service Law (Section 22), the Oswego County Personnel Officer certifies that the appropriate civil service title for the position described is:

POSITION CLASS TITLE:

JURISDICTIONAL CLASS:

Date: Signature:

**COUNTY OF OSWEGO
BUDGET MODIFICATION REQUEST**

10.12.2023

ACCOUNT NUMBER		ACCOUNT NUMBER			DESCRIPTION	DOLLAR AMOUNT
ORG	OBJECT	PROJ	ORG	OBJECT		
A4059	427700	ESCR				\$ (38,273.00)
A2980	511000				Spec Ed Admin: Salaries	\$ (10,000.00)
A2980	590308				Spec Ed Admin: Fringe	\$ (765.00)
			A4059	511600	Ei: Salaries	\$ 21,288.00
			A4059	544200	Ei: Fuel	\$ 1,500.00
			A4059	544400	Ei: Mileage	\$ 800.00
			A4059	545500	Ei: Supplies	\$ 1,000.00
			A4059	590308	Ei: Social Security	\$ 1,628.53
					Expand Early Intervention Program	

Department Head _____ Date _____ County Administrator _____ DATE _____

Director of Human Resource _____ Date _____ Chairperson _____ DATE _____

County Treasurer _____ DATE _____

RESOLUTION NO.

October 12, 2023

**RESOLUTION AUTHORIZING HEALTH DEPARTMENT
VEHICLE LEASES (4 VEHICLES)**

By Legislator James Karasek:

WHEREAS, OCHD currently has a Master Lease Agreement with Enterprise Fleet Management for the leasing of Health Department vehicles; and

WHEREAS, OCHD is requesting approval to trade in 4 county owned vehicles and execute five-year leases for four vehicles; and

WHEREAS, Vehicles are eligible for Article 6 reimbursement. Vehicle Lease increase of \$19,300 and Article 6 increase of \$13,510 resulting in an anticipated Local Share increase of \$5,790; and

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

RESOLVED, that this body authorizes trade-in of four vehicles and leave of four vehicles for the Health Department; and be it further

RESOLVED, that certified copies of this resolution delivered to the County Treasurer, Budget Officer, and Director of Human Resources shall be their authority to make such changes.

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

YES:

NO:

ABSENT:

ABSTAIN:

**INFORMATIONAL MEMORANDUM**

- Subject:** Vehicle Leases
- Purpose:** Trade in 4 county owned vehicles for Enterprise leased vehicles.
- Summary:** OCHD currently has a Master Lease Agreement with Enterprise Fleet Management for the leasing of Health Department vehicles. In 2019, when the agreement with Enterprise was signed, a plan was put into place to transfer county owned vehicles to leases once they reached 5 years of age. This plan was put on hold through COVID as vehicles were not being utilized fully during the emergency. However, OCIID has now identified 4 county owned vehicles in need of replacement due to age and/or mileage. The overall number of vehicles in the fleet will remain unchanged.
- Due to high demand, potential increases in lease pricing and longer than usual lead times for ordering vehicles, OCHD is requesting approval to trade in 4 county owned vehicles and execute 5 year leases for 4 vehicles. This will allow the vehicles to be ordered in 2023 and available for use in 2024. Vehicles will have the required equipment and logo installed.
- Fiscal Impact 2024:** Vehicles are eligible for Article 6 reimbursement. Vehicle Lease increase of \$19,300 and Article 6 increase of \$13,510 resulting in an anticipated Local Share increase of \$5,790. A budget modification is not necessary as funding will be included in the 2024 budget.
- Fiscal Impact 2025:** No additional impacts from the above.
- Recommended Action:** The Health Committee to approve the trade in of 4 county owned vehicles and execution of 5-year lease agreements for 4 vehicles.

RESOLUTION NO.

October 12, 2023

RESOLUTION APPOINTING MEMBERS TO THE OSWEGO COUNTY TRAFFIC SAFETY BOARD

By Legislator Karasek:

WHEREAS, Local Law No. 2 of 1969 established the Oswego County Traffic Safety Board with members serving 3-year, staggered terms; and

WHEREAS, certain members of the Oswego County Traffic Safety Board have retired, and volunteers have come forth to fill those terms; and

NOW, on recommendation of the Health Committee of this body; be it

RESOLVED, that the following individuals be, and they hereby are, re-appointed and/or appointed to the Oswego County Traffic Safety Board for a term to expire as hereinafter set forth:

Jarret Marino City of Fulton Police Department 9/12/2026

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

YES:

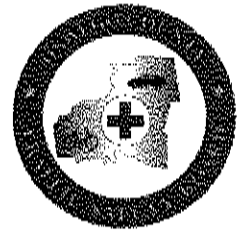
NO:

ABSENT:

ABSTAIN:

Oswego County Traffic Safety Board

317 W. 1st Street, Suite 111, Oswego, NY 13126
315-343-2344 ext. 122
www.icpoc.org/traffic



August 30, 2023

Hello,

We would like to nominate Sergeant Jarret Marino of the City of Fulton Police Department to be appointed to the Oswego County Traffic Safety Board. Sgt. Marino is the traffic and training division supervisor, he was preceded by Lt. Charles Burlingham who recently retired and resigned from the OCTSB. Lt. Burlingham nominated Sgt. Marino to take his place as a member of OCTSB. Sgt. Marino has been with the City of Fulton Police since 2009, and received the OCTSB Traffic Safety Champions award in both 2011 and 2014. He also received the officer of the year award in 2013, and many other accolades between 2009 and 2017 relating to traffic enforcement. Sgt. Marino would be a great addition to our board, as shown by his commitment to improving traffic safety.

Sincerely,

Margaret Beers

Margaret Beers, Board Chair

Aine Foley

Aine Foley, Board Coordinator