

Cayuga County Board of Health  
Tuesday, April 25, 2023  
In-person & Virtual @ 12:15pm

Members Present: Ms. Dorothy Ainsworth  
Mr. Tim Fessenden  
Dr. Cassandra Archer  
Mr. Ralph Battista  
Dr. Brian Brundage  
Ms. Elane Daly

Members Excused: Dr. John Cosachov

Guests Present: Robert Harding, Citizen Newspaper- Virtual

Staff Present: Aileen McNabb-Coleman, Cayuga County Legislator  
Richard Graham- County Attorney's Office  
Shereen Androsko- County Operations Officer  
Kathleen Cuddy, MPH  
Deanna Ryan, MCH  
Janine Clifford  
Megan Bell

The meeting was called to order at 12:17pm.

**Cayuga County Operations Officer: Shereen Androsko**

Shereen conducted required annual Corporate Compliance training for the Board of Health members.

**Minutes of the March 28, 2023 Board of Health Meeting:** With no questions or corrections a motion to approve the minutes from the March 28, 2023 Board of Health meeting was made by Dr. Brian Brundage and seconded by Mr. Tim Fessenden with all other members in attendance in favor.

**Director of Administrative Services: Janine Clifford**

Janine reviewed the claims with warrant dates of 03/09/2023 and 03/23/2023 and credit card statements with dates of 03/01/2023 and 03/15/2023. Elane asked about a charge for legal services from Bond, Schenck and King. Janine shared that it was the Health Departments portion to cover labor relations negotiations. With no further questions or discussion, a motion to approve the claims was made by Ms. Elane Daly and seconded by Mr. Tim Fessenden with all other members in attendance in favor.

Janine also presented the 2023 Health Department Fee Scale. Staff review the updated federal poverty guidelines that are typically released in March and made adjustments necessary to the fee scale. Staff also reviewed current per dose costs of vaccines offered and made adjustments. Elane asked if Janine was aware of any changes to costs associated with the COVID vaccine.

Janine shared that she has not received any information regarding any changes so the administration fee remained the same on the fee scale. If changes are made to the costs associated with the COVID vaccine, we will revise the fee scale and bring it back before the Board of approval. With no further questions or discussion, a motion to approve the 2023 Health Department Fee Scale was made by Mr. Ralph Battista and seconded by Dr. Cassandra Archer with all other members in attendance in favor.

**Public Health Director: Kathleen D. Cuddy, MPH**

Kathleen updated the Board on current Health Department vacancies. We are still looking for a junior accountant, WIC Program Coordinator, WIC nutritionist, Public Health Engineer and a Director of Community Health Services. We have had a few applicants for WIC Program Coordinator and are beginning to set up interviews in the next week. Public Health Engineer has also had a few applicants with interviews next week as well. The other positions we are continuing to brainstorm on ways to bring in applicants.

Kathleen welcomed Dr. Dorothy Ainsworth to her first meeting as an official Board member.

A resolution is on the docket at tonight's legislature meeting for a Deputy Director and Kathleen is hopeful it will go through as it passed through both Health and Human Services Committee and Ways and Means Committee.

Kathleen reviewed the 2022 Annual Health Department Statistical report. This is a report that staff put together that highlights all the work conducted in the previous years. It is also a great tool to show the trend of data over a few years. A separate communicable disease report was shared breaking down the reportable diseases that have come in so far in 2023. Kathleen then shared a breakdown of immunization clinic statistics so far for 2023 with number of patients seen, number of vaccines given, and number of lead tests administered. Kathleen shared that we have returned to a set monthly schedule for immunization and lead testing clinics.

Early Intervention/Preschool Special Education program coordinator Lorie Fischer officially retires at the end of this week. Meghan Sedorus has been promoted from within the division to be the new Coordinator for Programs of Children with Special Healthcare Needs. The bid period for our Preschool Transportation Services recently closed. We received three bids from transportation agencies, and they are currently being reviewed and analyzed by VMC Transportation consultants. We will be bringing a resolution forward to the County Legislature in May to award the bid and enter into a contract with the awardee.

Kathleen also provided some updated program statistics for WIC stating that there are currently 1409 active participants with the target caseload for Cayuga County being 1500. This is the closest to target caseload the program has been and staff believe the option for virtual appointments has helped engage and retain participants.

Our Bike, Wheelsport and Pedestrian Safety grant program has some events coming up including Bike and Roll to School events at the Auburn Elementary Schools as well as Moravia and Weedsport. The program will also be hosting a Bike rodeo at the Auburn Fire House on May 20<sup>th</sup>.

**Supervising Public Health Administrator: Deanna Ryan, MCH**

Deanna shared that Healthy Neighborhoods is kicking off the second year of its five-year grant cycle and they are hoping to get into 400 homes this grant year. The program is targeting homeowners in the Towns of Montezuma and Mentz including the Village of Port Byron and the City of Auburn. They had a slow start during the first year of the grant and hoping by going to various outreach events in those communities will help encourage homeowners to reach out.

Kathleen also shared that there is a meeting scheduled with the State and the technical work group for the Watershed Rules and Regulations on May 2<sup>nd</sup> and hopefully will be able to provide an update to the Board at the May meeting.

With nothing further to discuss a motion to adjourn was made by Dr. Brian Brundage with Mr. Ralph Battista seconded and all other members in attendance in favor. The meeting was adjourned at 1:01pm.