



DANIEL P. McCOY
County Executive

ELIZABETH F. WHALEN, MD, MPH
Commissioner of Health

DEPARTMENT OF HEALTH
COUNTY OF ALBANY
175 GREEN STREET
ALBANY, NEW YORK 12202

The Dr. John J.A. Lyons
ALBANY COUNTY HEALTH FACILITY
(518) 447-4580 FAX (518) 447-4698

MARIBETH MILLER, BSN, MS
Assistant Commissioner for Public Health

SHANNA F. WITHERSPOON, MPA
Assistant Commissioner Finance and Administration

August 3, 2020

Honorable Andrew Joyce, Chairman
Albany County Legislature
112 State Street, Room 710
Albany, New York 12207

Dear Chairman Joyce:

Enclosed is a Request for Legislative Action (RLA) for the September meeting of the Legislature. Albany County Department of Health (ACDOH) has been notified of \$830,466 in grant funding for COVID-19 response activities for the period of 7/1/20 – 6/30/22. The funding is to be used to increase health department staff in order to provide rapid and complete case investigations. ACDOH would like to create four positions, three of the positions will be used as case investigators and one position will be used for community education around mask and social distance compliance and help with call center volume. We are also requesting to increase the overtime line which is currently negative and to increase equipment/supply lines for the new employees.

Please don't hesitate to contact me if you have any questions or need additional information.

Sincerely,

Elizabeth F. Whalen, MD, MPH
Commissioner of Health

cc: Hon. Dennis Feeney, Majority Leader
Hon. Frank A. Mauriello, Minority Leader
Rebekah Kennedy, Majority Counsel
Minority Counsel

Enclosures



Albany County Department of Health is nationally accredited and meets rigorous public health standards set forth to best meet the needs of our community.



Legislation Text

File #: TMP-1821, **Version:** 1

REQUEST FOR LEGISLATIVE ACTION

Description (e.g., Contract Authorization for Information Services):

Request to enter into a contract with NYSDOH/HRI and amend the 2020 Health Department budget for COVID-19 grant funding.

Date: August 3, 2020
Submitted By: Dr. Elizabeth Whalen
Department: Health
Title: Commissioner of Health
Phone: 518-447-4584
Department Rep.
Attending Meeting: Dr. Elizabeth Whalen

Purpose of Request:

- ☐ Adopting of Local Law
- ☐ Amendment of Prior Legislation
- ☐ Approval/Adoption of Plan/Procedure
- ☐ Bond Approval
- ☒ Budget Amendment
- ☒ Contract Authorization
- ☐ Countywide Services
- ☐ Environmental Impact/SEQR
- ☐ Home Rule Request
- ☐ Property Conveyance
- ☐ Other: (state if not listed) Click or tap here to enter text.

CONCERNING BUDGET AMENDMENTS

Increase/decrease category (choose all that apply):

- ☒ Contractual
- ☒ Equipment
- ☐ Fringe
- ☒ Personnel
- ☒ Personnel Non-Individual

☒ Revenue

Increase Account/Line No.: Various lines
Source of Funds: NYS Department of Health
Title Change: Click or tap here to enter text.

CONCERNING CONTRACT AUTHORIZATIONS

Type of Contract:

- ☐ Change Order/Contract Amendment
☐ Purchase (Equipment/Supplies)
☐ Lease (Equipment/Supplies)
☐ Requirements
☐ Professional Services
☐ Education/Training
☐ Grant

Choose an item.

Submission Date Deadline Click or tap to enter a date.

- ☐ Settlement of a Claim
☐ Release of Liability
☐ Other: (state if not listed) Click or tap here to enter text.

Contract Terms/Conditions:

Party (Name/address):

NYSDOH/HRI
150 Riverview Center, Suite 516
Menands, NY 12204

Additional Parties (Names/addresses):

Click or tap here to enter text.

Amount/Raise Schedule/Fee: \$830,466
Scope of Services: The ELC COVID-19 funds are intended to increase public health staffing capacity. Increasing case investigators will allow for rapid and complete case investigations.

Bond Res. No.: Click or tap here to enter text.
Date of Adoption: Click or tap here to enter text.

CONCERNING ALL REQUESTS

Mandated Program/Service: Yes ☐ No ☒
If Mandated Cite Authority: Click or tap here to enter text.

Is there a Fiscal Impact: Yes ☒ No ☐

Anticipated in Current Budget: Yes ☐ No ☒

County Budget Accounts:

Revenue Account and Line: A34010.0.3343

Revenue Amount: \$124,382

Appropriation Account and Line: Various lines

Appropriation Amount: \$174,382

Source of Funding - (Percentages)

Federal: Click or tap here to enter text.

State: 100%

County: Click or tap here to enter text.

Local: Click or tap here to enter text.

Term

Term: (Start and end date) 07/01/2020 - 6/30/2022

Length of Contract: 24 months

Impact on Pending Litigation

Yes ☐ No ☒

If yes, explain: Click or tap here to enter text.

Previous requests for Identical or Similar Action:

Resolution/Law Number: 175/2020

Date of Adoption: May 11, 2020

Justification: (state briefly why legislative action is requested)

Albany County Department of Health (ACDOH) has been notified of \$830,466 in grant funding for COVID-19 response activities for the period of 7/1/20 - 6/30/22. The funding is to be used to increase health department staff in order to provide rapid and complete case investigations. ACDOH would like to create four positions, three of the positions will be used as case investigators and one position will be used for community education around mask and social distance compliance and help with call center volume. We are also requesting to increase the overtime line which is currently negative and to increase equipment/supply lines for the new employees.

Exhibit A - Deliverables
Epidemiology & Laboratory Capacity (ELC) - COVID-19
Capacity Building for Case Investigations and Contact Tracing Coordination
7/1/20 – 6/30/22

Funding is provided to Local Health Departments (LHD) for increased capacity to conduct case and contact investigations. The majority of this funding is expected to support new personnel to strengthen case investigations. Additional staff for coordination of contact investigation and reporting will be eligible under this award. Some funding may be allocated to travel, computers and other miscellaneous expenses in support of staff activities.

Deliverables:

- Increased staffing to conduct rapid and complete case investigations. Case investigation staff must be:
 - reflective of the demographics of the community
 - have experience in public health or clinical services
 - staffing ratios must be appropriate for current case counts and be flexible based on possible variations
 - staffing levels must be appropriate to investigate cases within 24 hours of reporting
- Increased staffing to coordinate contact tracing activities with State contact tracers to ensure contacts are reached within 48 hours of contact elicitation.
- Increase staffing where necessary to ensure contacts have access to testing within three days of initial notification, establish and maintain a current testing protocol within the county, provide transportation and coordination for contacts to be tested, and provide proper reporting in CDCMS of suspect cases/PUIs.
- Ensure daily monitoring of cases and contacts and any social support needs are being met for effective isolation/quarantine.
- Utilize the CDCMS (CommCare) to report all case and contact data.

Reporting Requirements:

CDCMS (CommCare) must be used to report all case and contact data. Data input into this system will be used to report to CDC on all performance measures.

NOTE: The ELC COVID-19 funds are intended to increase public health staffing capacity and cannot supplant existing commitments. Should existing County-funded staff be moved to these funds, their existing position must be backfilled by the County. These funds should result in a net increase of total County public health staff.

ELC COVID-19 Funding - LHD Allocations for 7/1/20 - 6/30/22

		Population-Based Funding	Burden-Based Funding	Total Funding	75% Initial Release	25% Funds On Hold	Total Funding	Emergency Placeholder	Total Contract Amount
Region	County								
Metropolitan	SUFFOLK	\$ 1,250,000	\$ 1,801,424	\$ 3,051,424	\$2,288,568	\$ 762,856	\$ 3,051,424	\$1,000,000	\$ 4,051,424
Metropolitan	NASSAU	\$ 1,250,000	\$ 1,750,779	\$ 3,000,779	\$2,250,584	\$ 750,195	\$ 3,000,779	\$1,000,000	\$ 4,000,779
Metropolitan	WESTCHESTER	\$ 1,000,000	\$ 1,312,196	\$ 2,312,196	\$1,734,147	\$ 578,049	\$ 2,312,196	\$1,000,000	\$ 3,312,196
Western	ERIE	\$ 1,000,000	\$ 261,818	\$ 1,261,818	\$ 946,364	\$ 315,454	\$ 1,261,818	\$1,000,000	\$ 2,261,818
Western	MONROE	\$ 1,000,000	\$ 123,825	\$ 1,123,825	\$ 842,869	\$ 280,956	\$ 1,123,825	\$1,000,000	\$ 2,123,825
Central	ONONDAGA	\$ 750,000	\$ 90,946	\$ 840,946	\$ 630,710	\$ 210,236	\$ 840,946	\$1,000,000	\$ 1,840,946
Metropolitan	ORANGE	\$ 750,000	\$ 477,399	\$ 1,227,399	\$ 920,549	\$ 306,850	\$ 1,227,399	\$1,000,000	\$ 2,227,399
Metropolitan	ROCKLAND	\$ 750,000	\$ 595,872	\$ 1,345,872	\$1,009,404	\$ 336,468	\$ 1,345,872	\$1,000,000	\$ 2,345,872
Capital	ALBANY	\$ 750,000	\$ 80,466	\$ 830,466	\$ 622,850	\$ 207,616	\$ 830,466	\$1,000,000	\$ 1,830,466
Metropolitan	DUTCHESS	\$ 750,000	\$ 167,184	\$ 917,184	\$ 687,888	\$ 229,296	\$ 917,184	\$1,000,000	\$ 1,917,184
Capital	SARATOGA	\$ 500,000	\$ 20,735	\$ 520,735	\$ 390,551	\$ 130,184	\$ 520,735	\$1,000,000	\$ 1,520,735
Central	ONEIDA	\$ 500,000	\$ 43,854	\$ 543,854	\$ 407,890	\$ 135,964	\$ 543,854	\$1,000,000	\$ 1,543,854
Western	NIAGARA	\$ 500,000	\$ 43,314	\$ 543,314	\$ 407,486	\$ 135,828	\$ 543,314	\$1,000,000	\$ 1,543,314
Central	BROOME	\$ 400,000	\$ 23,614	\$ 423,614	\$ 317,710	\$ 105,904	\$ 423,614	\$1,000,000	\$ 1,423,614
Metropolitan	ULSTER	\$ 400,000	\$ 77,048	\$ 477,048	\$ 357,786	\$ 119,262	\$ 477,048	\$1,000,000	\$ 1,477,048
Capital	RENSSELAER	\$ 400,000	\$ 20,915	\$ 420,915	\$ 315,686	\$ 105,229	\$ 420,915	\$1,000,000	\$ 1,420,915
Capital	SCHENECTADY	\$ 400,000	\$ 29,731	\$ 429,731	\$ 322,298	\$ 107,433	\$ 429,731	\$1,000,000	\$ 1,429,731
Western	CHAUTAUQUA	\$ 300,000	\$ 3,643	\$ 303,643	\$ 227,732	\$ 75,911	\$ 303,643	\$1,000,000	\$ 1,303,643
Central	OSWEGO	\$ 300,000	\$ 4,948	\$ 304,948	\$ 228,711	\$ 76,237	\$ 304,948	\$1,000,000	\$ 1,304,948
Central	JEFFERSON	\$ 300,000	\$ 3,148	\$ 303,148	\$ 227,361	\$ 75,787	\$ 303,148	\$1,000,000	\$ 1,303,148
Western	ONTARIO	\$ 300,000	\$ 8,996	\$ 308,996	\$ 231,747	\$ 77,249	\$ 308,996	\$1,000,000	\$ 1,308,996
Central	ST LAWRENCE	\$ 300,000	\$ 8,906	\$ 308,906	\$ 231,679	\$ 77,227	\$ 308,906	\$1,000,000	\$ 1,308,906
Central	TOMPKINS	\$ 300,000	\$ 6,837	\$ 306,837	\$ 230,128	\$ 76,709	\$ 306,837	\$1,000,000	\$ 1,306,837
Metropolitan	PUTNAM	\$ 300,000	\$ 60,136	\$ 360,136	\$ 270,102	\$ 90,034	\$ 360,136	\$1,000,000	\$ 1,360,136
Western	STEUBEN	\$ 300,000	\$ 10,840	\$ 310,840	\$ 233,130	\$ 77,710	\$ 310,840	\$1,000,000	\$ 1,310,840
Western	WAYNE	\$ 300,000	\$ 4,948	\$ 304,948	\$ 228,711	\$ 76,237	\$ 304,948	\$1,000,000	\$ 1,304,948
Western	CHEMUNG	\$ 300,000	\$ 6,117	\$ 306,117	\$ 229,588	\$ 76,529	\$ 306,117	\$1,000,000	\$ 1,306,117
Capital	CLINTON	\$ 300,000	\$ 4,453	\$ 304,453	\$ 228,340	\$ 76,113	\$ 304,453	\$1,000,000	\$ 1,304,453
Central	CAYUGA	\$ 300,000	\$ 3,733	\$ 303,733	\$ 227,800	\$ 75,933	\$ 303,733	\$1,000,000	\$ 1,303,733
Western	CATTARAUGUS	\$ 300,000	\$ 3,553	\$ 303,553	\$ 227,665	\$ 75,888	\$ 303,553	\$1,000,000	\$ 1,303,553
Metropolitan	SULLIVAN	\$ 300,000	\$ 59,686	\$ 359,686	\$ 269,765	\$ 89,921	\$ 359,686	\$1,000,000	\$ 1,359,686
Central	MADISON	\$ 300,000	\$ 13,718	\$ 313,718	\$ 235,289	\$ 78,429	\$ 313,718	\$1,000,000	\$ 1,313,718
Capital	WARREN	\$ 250,000	\$ 11,379	\$ 261,379	\$ 196,035	\$ 65,344	\$ 261,379	\$1,000,000	\$ 1,261,379
Western	LIVINGSTON	\$ 250,000	\$ 5,217	\$ 255,217	\$ 191,413	\$ 63,804	\$ 255,217	\$1,000,000	\$ 1,255,217
Central	HERKIMER	\$ 250,000	\$ 4,543	\$ 254,543	\$ 190,907	\$ 63,636	\$ 254,543	\$1,000,000	\$ 1,254,543
Capital	WASHINGTON	\$ 250,000	\$ 10,345	\$ 260,345	\$ 195,259	\$ 65,086	\$ 260,345	\$1,000,000	\$ 1,260,345
Capital	COLUMBIA	\$ 250,000	\$ 16,867	\$ 266,867	\$ 200,150	\$ 66,717	\$ 266,867	\$1,000,000	\$ 1,266,867
Capital	OTSEGO	\$ 250,000	\$ 3,103	\$ 253,103	\$ 189,828	\$ 63,275	\$ 253,103	\$1,000,000	\$ 1,253,103
Western	GENESEE	\$ 250,000	\$ 8,726	\$ 258,726	\$ 194,044	\$ 64,682	\$ 258,726	\$1,000,000	\$ 1,258,726
Capital	FULTON	\$ 250,000	\$ 8,681	\$ 258,681	\$ 194,011	\$ 64,670	\$ 258,681	\$1,000,000	\$ 1,258,681
Capital	FRANKLIN	\$ 250,000	\$ 945	\$ 250,945	\$ 188,208	\$ 62,737	\$ 250,945	\$1,000,000	\$ 1,250,945
Capital	MONTGOMERY	\$ 250,000	\$ 3,643	\$ 253,643	\$ 190,232	\$ 63,411	\$ 253,643	\$1,000,000	\$ 1,253,643
Central	TIOGA	\$ 250,000	\$ 5,487	\$ 255,487	\$ 191,616	\$ 63,871	\$ 255,487	\$1,000,000	\$ 1,255,487
Central	CORTLAND	\$ 250,000	\$ 1,799	\$ 251,799	\$ 188,849	\$ 62,950	\$ 251,799	\$1,000,000	\$ 1,251,799
Central	CHENANGO	\$ 250,000	\$ 5,577	\$ 255,577	\$ 191,683	\$ 63,894	\$ 255,577	\$1,000,000	\$ 1,255,577
Capital	GREENE	\$ 250,000	\$ 10,615	\$ 260,615	\$ 195,461	\$ 65,154	\$ 260,615	\$1,000,000	\$ 1,260,615
Western	ALLEGANY	\$ 250,000	\$ 1,934	\$ 251,934	\$ 188,951	\$ 62,983	\$ 251,934	\$1,000,000	\$ 1,251,934
Capital	DELAWARE	\$ 250,000	\$ 3,688	\$ 253,688	\$ 190,266	\$ 63,422	\$ 253,688	\$1,000,000	\$ 1,253,688
Western	ORLEANS	\$ 250,000	\$ 9,355	\$ 259,355	\$ 194,517	\$ 64,838	\$ 259,355	\$1,000,000	\$ 1,259,355
Western	WYOMING	\$ 250,000	\$ 3,688	\$ 253,688	\$ 190,266	\$ 63,422	\$ 253,688	\$1,000,000	\$ 1,253,688
Capital	ESSEX	\$ 200,000	\$ 1,664	\$ 201,664	\$ 151,248	\$ 50,416	\$ 201,664	\$1,000,000	\$ 1,201,664
Western	SENECA	\$ 200,000	\$ 2,384	\$ 202,384	\$ 151,788	\$ 50,596	\$ 202,384	\$1,000,000	\$ 1,202,384
Capital	SCHOHARIE	\$ 200,000	\$ 2,114	\$ 202,114	\$ 151,585	\$ 50,529	\$ 202,114	\$1,000,000	\$ 1,202,114
Central	LEWIS	\$ 200,000	\$ 945	\$ 200,945	\$ 150,708	\$ 50,237	\$ 200,945	\$1,000,000	\$ 1,200,945
Western	YATES	\$ 200,000	\$ 1,799	\$ 201,799	\$ 151,349	\$ 50,450	\$ 201,799	\$1,000,000	\$ 1,201,799
Western	SCHUYLER	\$ 200,000	\$ 540	\$ 200,540	\$ 150,405	\$ 50,135	\$ 200,540	\$1,000,000	\$ 1,200,540
Capital	HAMILTON	\$ 200,000	\$ 180	\$ 200,180	\$ 150,135	\$ 50,045	\$ 200,180	\$1,000,000	\$ 1,200,180
		22,750,000	7,250,000	\$ 30,000,000	22,500,002	7,499,998	30,000,000	57,000,000	87,000,000

AGREEMENT

This Agreement, made this 31st day of July 2020 by and between HEALTH RESEARCH, INC., with offices located at Riverview Center, 150 Broadway, Ste. 560, Menands, NY, 12204, hereinafter referred to as "HRI, a domestic not-for profit corporation, and

Albany County Department of Health
175 Green Street
Albany, NY 12202- hereinafter referred to as the "Contractor"
(a(n) State/Local Government

WITNESSETH

WHEREAS, HRI has been awarded a grant/contract from the Center Disease Control Prevent, hereinafter referred to as the "Project Sponsor" under grant/contract number 6NU50CK0005160107, hereinafter referred to as "Sponsor Reference"; and,

WHEREAS, part of the overall project involves the following:

COVID-19 Enhanced Detection

WHEREAS, the Contractor has represented to HRI that it is knowledgeable, qualified, and experienced in the skill(s) required for this project, and that it is willing and capable of performing the services required hereunder

Now therefore, in consideration of the promises and mutual covenants herein, the parties hereto agree as follows:

Definitions: Throughout this Agreement, the following terms shall have the following definitions:

"Contract Start Date": 07/01/2020

"Contract End Date": 06/30/2022

"Total Contract Amount": \$1,830,466

"Maximum Reimbursable Amount": \$622,850

"HRI Project Director": Blog, Dr. Debra S.

"Required Voucher Frequency": Monthly

"FAIN Number": NU50CK000516

"HRI Contract Number": 6446-01

"Catalog of Federal Domestic Assistance Number": 93.323 ("This contract is "Federally" funded.")

Budget Flexibility Percentage: 25 % Percent of Total - Cumulative re-budget among categories is allowed by this percentage of the Total Contract Amount, or \$250,000, whichever is less

Attachments / Exhibits: The following are hereby incorporated and made a part of this Agreement:

Exhibit A - "Scope of Work"

Exhibit B - "Budget"

Exhibit C - "Reporting/Vouchering Instructions"

Exhibit D - "Prime Federal Award Information" (if checked) [x]

Attachment A - "General Conditions for HRI Contracts"

Attachment B - "Program Specific Clauses" (if checked) [x]

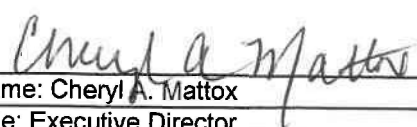
Attachment C - "Modifications to General Conditions and/or Program Specific Clauses" (if checked) [x]

Attachment D - "Modifications to General Conditions and/or Program Specific Clauses" (if checked) [x]

IN WITNESS WHEREOF, this Agreement has been duly executed by the parties hereto as of the date first above set forth.

Health Research, Inc

Albany County Department of Health
Federal ID: 14-6002563-
DUNS#:060536653


Name: Cheryl A. Mattox
Title: Executive Director

Name:

Title:

2020 Health Dept. Budget Amendment

[illegible]