



DANIEL P. McCOY  
County Executive

ELIZABETH F. WHALEN, MD, MPH  
Commissioner of Health

**DEPARTMENT OF HEALTH**  
COUNTY OF ALBANY  
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ALBANY, NEW YORK 12202

*The Dr. John J.A. Lyons*  
ALBANY COUNTY HEALTH FACILITY  
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MARIBETH MILLER, BSN, MS  
Assistant Commissioner for Public Health

SHANNA F. WITHERSPOON, MPA  
Assistant Commissioner Finance and Administration

April 28, 2021

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

Dear Chairman Joyce:

Albany County Department of Health (ACDOH) is requesting approval to create a Public Health Preparedness Coordinator position. This position will be in our Emergency Preparedness division, this division focuses on strengthening the capacity to respond to all types of hazards including infectious disease outbreaks, natural disasters, biological, chemical and radiological incidents, and explosions. The duties of this position include overseeing logistics planning and operations, maintains program inventory and supplies, and completes annual and quarterly reports related to public health emergency preparedness grants and performance management. This position will be funded partially from our emergency preparedness grant and state aid reimbursement.

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.