



DANIEL P. McCOY
County Executive

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
www.albanycounty.com

ELIZABETH F. WHALEN, MD, MPH
Commissioner of Health

MARIBETH MILLER, BSN, MS
Deputy Commissioner of Health

RANSOM E. MOORE III
Assistant Commissioner of Finance and
Administration

April 11, 2023

Dear Ms. Riley,

The Albany County Department of Health (ACDOH) requests an extension for the SHSP-20 grant. Please review below the justification for the requested changes.

- To date, \$362,844.21 of the grant's \$506,242.00 budget has been expended.
- The following projects are not complete, but the target completion dates are within the grant's original term.
 - Establish/enhance cyber security program by strengthening networking infrastructure by upgrading outdated infrastructure and introducing technologies that vastly improve security within State and local government agencies.
 - Purchase allowable cyber security equipment (firewalls, servers, software licenses and related items). Train appropriate personnel in the proper use of the equipment and place the equipment into services.
Target Completion Date: 08.31.2023
 - Enhance Citizen Corp Councils through the development, sustainment of citizen volunteer groups and initiatives.
 - Purchase allowable supplies for citizen preparedness. (S2)
Target Completion Date: 08.31.2023
 - Acquire services on web hosting and publishing subscriptions. (A5)
Target Completion Date: 08.31.2023
 - Enhance plans, procedures and protocols through the development, implementation, and maintenance of health emergency preparedness plans.
 - Conduct allowable planning activities related to homeland security initiatives.
Target Completion Date: 08.31.2023 (P1, P2, P3, P4; F1, F2, F3, F4)
 - Acquire services and/or provide maintenance on health preparedness equipment.
Target Completion Date: 08.31.2023 (A1, A3, A4, A6)



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

- The following projects are not complete and the target completion dates are beyond the grant's original term.
 - Enhance Citizen Corp Councils through the development and sustainment of citizen volunteer groups and initiatives.
 - Purchase printing and advertising to support volunteer recruitment. (A2)
Target Completion Date: 08.31.2024.
 Justification: *Volunteer recruitment activities were placed on hold during the COVID-19 and MPX responses. Additional time is needed to develop and implement a targeted campaign that increases representation from high to moderate SoVI communities.*
 - Enhance plans, procedures and protocols through the development, implementation, and maintenance of health emergency preparedness plans.
 - Procure consultant for planning activities related to homeland security initiatives.
Target Completion Date: 05.31.2024 (C1)
 Justification: *Planning activities including updates to the RegisteredandReady.com website were placed on hold due to COVID-19 and MPX response activities. Estimated time to build up the site is 6-8 months after a consultant is identified and approved.*
 - Purchase allowable supplies for planning. Train appropriate personnel in the proper use of the equipment and place the equipment into services.
Target Completion Date: 12.31.2023 (S1, S3, C2)
 Justification: *Additional supplies are needed to conduct training and exercises that incorporate best practices learned through the COVID-19 response and test new processes with Citizen Corp members and MRC volunteers. Previous stock was either depleted or requires replacement after 3 years of COVID-19 response activities.*
- For all equipment needs, ACDOH will reference FEMA Authorized Equipment List number <https://www.fema.gov/grants/guidance-tools/authorized-equipment-list>
- Please note that projects requiring an extension have not been started, but will commence upon approval and completed by the listed target dates.
- Upon an affirmative response, ACDOH will proceed with its legislative approval process.

Thank you for reviewing and considering this request. You may contact me at tricia.bulatao@albanycountyny.gov or at 518.447.4670 as needed to discuss further.

Sincerely,
 Tricia L. Bulatao
 Director, Public Health Emergency Preparedness & Performance Management



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