

# ULSTER COUNTY BOARD OF HEALTH

March 12, 2024

## AGENDA

### CALL TO ORDER

#### 1. OLD BUSINESS

- a. Approval of December 12, 2023 Minutes

#### 2. Commissioner's Report (Dr. Smith)

##### a. COVID

- Hospital COVID Stats
- COVID Wastewater Report
- NYSDOH Health Advisory: Prevention of COVID, flu and RSV

##### b. Lead Rental Registry

##### c. Medical Examiner

- 2024 To-Date Stats

### MEETING CONCLUSION

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Ulster County Board of Health  
March 12, 2024  
5:00 p.m.  
Golden Hill Office Building  
239 Golden Hill Lane  
Kingston, NY 12401

**PRESENT:** Stephanie Turco, Dr. Marta Sanchez, Dr. Gina Carena, Christy Keegan, Kathleen Rogan

**EXCUSED:** Dr. Ashanda Saint Jean, Naomi Stevens

**ABSENT:**

**UCDOH:** Dr. Carol Smith- Commissioner of Health

**GUEST:**

**Call To Order:** 5:01 PM in which the Board went into Executive Session. Open meeting resumed 5:17 pm.

**OLD Business:**

- Clarification of Minutes: Before approval of the meeting minutes, Ms. Rogan asked about the section of the minutes that stated Dr. Carena was officially appointed for another term. Ms. Rogan questioned the status of her reappointment. It was explained that she held the Board of Health seat which requires (3) three recommendations to be made by the Mayor, of which (1) one will be appointed by the County Executive. The County Executive's Office sent a letter to the Mayor regarding the request for recommendations. The Mayor has not yet responded. It was further explained that although no official reappointment has been made for Ms. Rogan, she is still an active member of the Board with voting powers until she is reappointed, or another individual is appointed.
- Vote to Approve Minutes: A motion was made to approve the December minutes by Dr. Carena, seconded by Dr. Sanchez and unanimously approved.

**Commissioner's Report:** Dr. Smith reported on the following:

**a. COVID Update**

- COVID Hospitalizations: COVID Hospitalizations at HealthAlliance have varied, range of 6-14. Ellenville Regional reported 0 cases.

Dr. Smith noted that although COVID deaths are tracked, Flu Adult deaths are not tracked only pediatric. Dr. Smith mentioned to NYSDOH that tracking Flu deaths could increase the number of individuals receiving Flu vaccinations.

- COVID Wastewater Report: The most recent report was distributed to the Board (see attached.) COVID in

wastewater is monitored at three sites: Kingston, Saugerties, and Village of New Paltz. As of the latest March 11<sup>th</sup> report, Saugerties and Kingston showed decreasing levels but New Paltz showed an increase. However, Dr. Smith stated that these levels continually fluctuate. This wastewater study is being looked at as a potential epidemiological tool to study trends in some major communicable diseases such as measles and polio and to determine where in the community diseases are most prevalent.

- NYSDOH Health Advisory: Prevention of COVID, Flu, and RSV: The Health Advisory was distributed to the Board (see attached.) Dr. Smith explained that there has been a shift in the guidance individuals with fever should stay home and away from others and resume normal activities when they have been free of fever and not using fever reducing medications for 24 hours. Upon return to normal activities, individuals are encouraged to take precautions for the next 5 days, distancing, testing, wearing mask, etc. This guidance shifts more of the responsibility of the individual to make safe decisions vs. it being a legislative mandate.

Ms. Rogan expressed the concern of individuals overlooking the precautionary recommendations to accommodate what works for them at the time.

Dr. Smith agreed and pointed out that this new advisory does not apply to healthcare settings.

- b. Lead Rental Registry:** A law was passed several months ago requiring owners of dwellings with two or more units, built prior to 1980, to register their rental units and certify units to be safe of lead hazards every three (3) years. The 12401 area code has been identified by NYS as being a community of concern for lead. Ulster County DOH is responsible for the implementation of these inspections and certification of these dwelling units be free of lead contaminants. UCDOH with the assistance of NYSDOH in establishing a database and system to track these dwellings and inspections. This will require UCDOH to establish a team consisting of staff such as a Project Manager and Sanitarians. UCDOH will receive a grant from NYS in surplus of \$500k each year to help offset the cost of implementing this newly established law (see attached.)

Dr. Sanchez asked if rental units with children identified with Elevated Blood Lead Levels will be targeted. Dr. Smith confirmed that those units will be prioritized. The UCDOH Nursing Division receives lab reports for those children with Elevate Blood Lead Levels and the Environmental Health Division tracks lead inspections in rental housing units. The two units work in conjunction to address the lead issues with the child and their dwelling.

Dr Smith explained, lead in housing units is identified through the use of dust wipes and the XRF device. The XRF is almost like an X-ray machine geared to detect lead in paint. This device was recently used at the Andy Murphy Center to assist with community concerns of potential lead hazards in a building known for children to congregate.

Ms. Rogan asked about the results of that testing. Dr. Smith explained that all lead testing at the Center came back as below the acceptable range, except for two slightly elevated locations which are not areas where activities for children are held.

**c. Medical Examiner Update:** The Medical Examiner reports for 2023 and 2024 YTD were distributed to the Board (see attached). Additional categories such as "Opioid w/Other Substances including Xylazine" and "Hypothermia" were added to the report. There has been an increase in motor vehicle accidents involving pedestrians as of late. DOH is working in conjunction with Westchester Medical Center regarding a traffic safety initiative. Dr. Smith commented on the (2) two FT Medicolegal Investigators currently working for the Department, noting their stellar work performance.

**Adjournment:** A motion to adjourn was made by Ms. Keegan, seconded by Ms. Rogan, and unanimously approved.

**Next Meeting:** Scheduled for Tuesday, April 9, 2024, at 5:00 PM, Golden Hill Office Building, 239 Golden Hill Lane, Kingston, NY 12401.

Respectfully submitted by:

A handwritten signature in black ink, appearing to read 'Stephanie Turco', written over a horizontal line.

Stephanie Turco, Chair

# Ulster County Wastewater Surveillance Update

DATE: March 11, 2024

TO: Ulster County Health Department, Wastewater Facilities, & Stakeholders

FROM: Shailla Raymond, MPH

RE: Ulster County Weekly Wastewater Surveillance Data Report

## Dashboard | Website

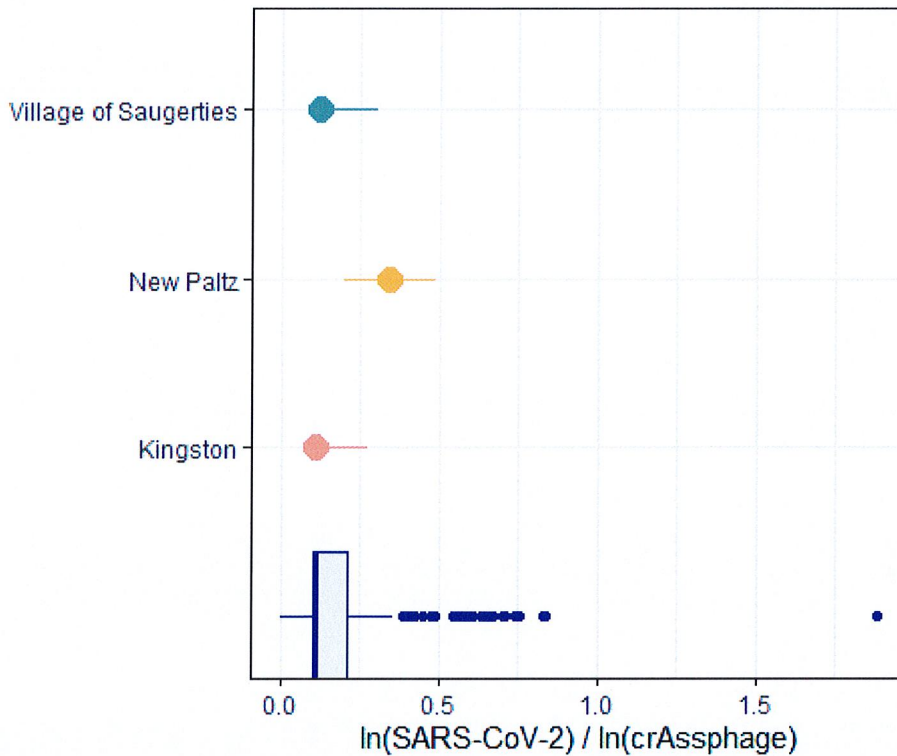
This report contains information **Ulster County** treatment plants over the time period of **2024-02-14 to 2024-03-06**.

All Samples from Ulster County			
From to			
Collection Date	Detection Level	Compared to NYS	Two-Week Trend
<b>Village of Saugerties</b>			
March 6, 2024	Detected, <LOQ	higher	decreasing
February 28, 2024	Detected, <LOQ	lower	decreasing
February 21, 2024	Quantifiable	higher	decreasing
February 14, 2024	Detected, <LOQ	lower	decreasing
<b>Kingston</b>			
March 6, 2024	Detected, <LOQ	comparable	decreasing
March 5, 2024	Detected, <LOQ	lower	decreasing
February 28, 2024	Detected, <LOQ	higher	decreasing
February 27, 2024	Detected, <LOQ	lower	decreasing
February 21, 2024	Detected, <LOQ	lower	decreasing
February 20, 2024	Detected, <LOQ	lower	decreasing
February 14, 2024	Quantifiable	higher	decreasing
<b>New Paltz</b>			
February 28, 2024	Quantifiable	higher	increasing
February 14, 2024	Quantifiable	higher	increasing

Above is a table describing the samples collected from the last two weeks. The table includes:

- Catchment location and sample collection date
- Comparison of SARS-CoV-2 from a facility to all NYS wastewater
- Level of SARS-CoV-2 detection: “Quantifiable” and “Detection <LOQ” levels suggest community-level transmission

## Box Plot for Treatment Plants in Ulster County from 2024-02-14 to 2024-03-06

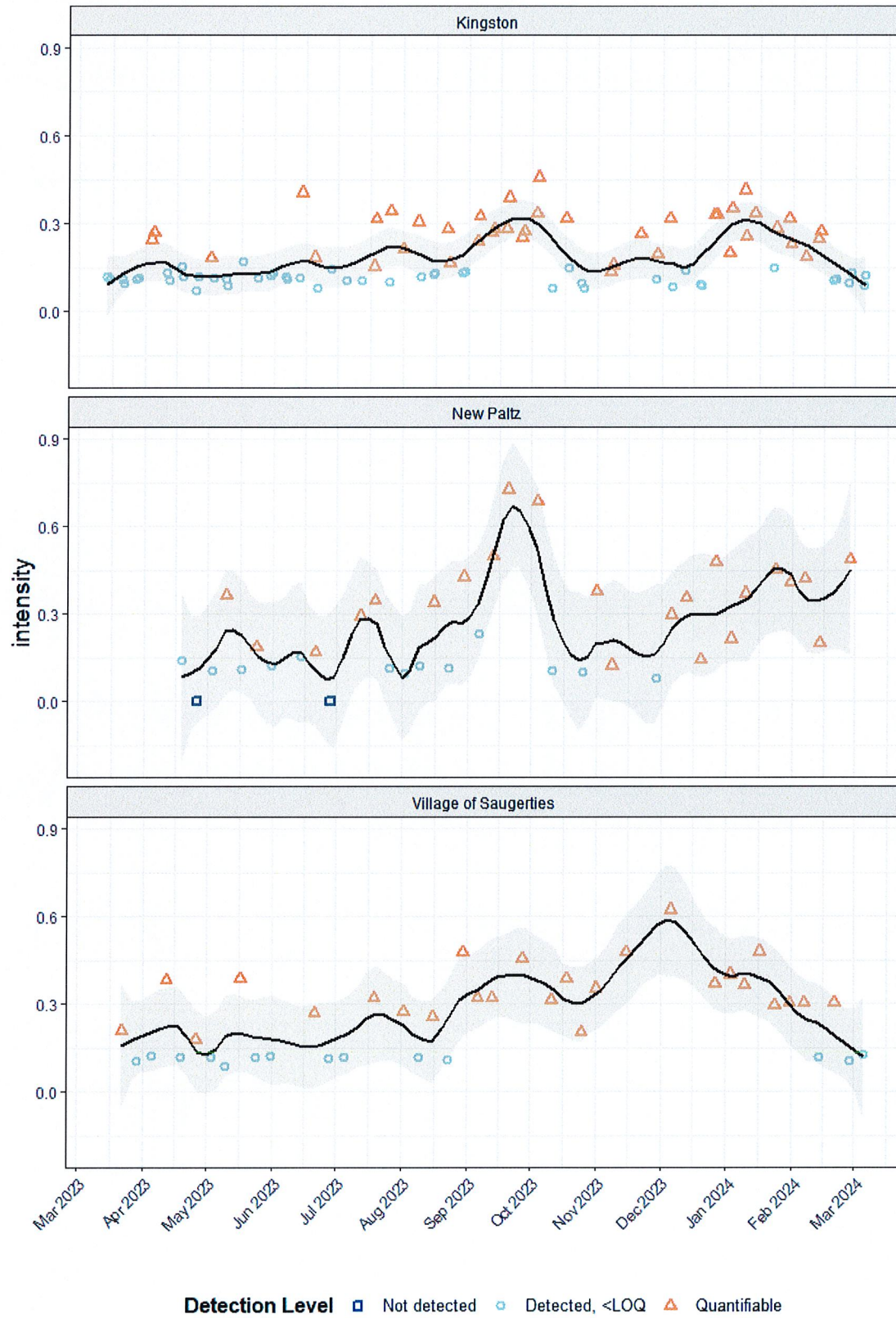


Points represent the SARS-CoV-2 intensity of samples taken at the influent over the last two weeks. The box plot represents all SARS-CoV-2 values from the previous two weeks as observed from wastewater treatment facilities across New York. The box plot shows the median (solid line), first and third quartiles (box edges), minimum (lower whiskers), maximum (upper whisker), and outliers (black dots) for all NY WWTP's. The concentration of SARS-CoV-2 is normalized by population,  $\ln(\text{SARS-CoV-2})/\ln(\text{crAssphage})$ , to give overall intensity.

The most recent sample from Kingston on March 06, 2024 is comparable when compared to New York State values.

The most recent sample from New Paltz on February 28, 2024 is higher when compared to New York State values.

The most recent sample from Village of Saugerties on March 06, 2024 is higher when compared to New York State values.





A smoothed trend line (black), uncertainty (gray), and wastewater samples (shapes) are shown. Wastewater sample points are color coded to specify the level of SARS-CoV-2 detected. The concentration of SARS-CoV-2 is normalized by population,  $\ln(\text{SARS-CoV-2})/\ln(\text{crAssphage})$ , to give overall intensity.

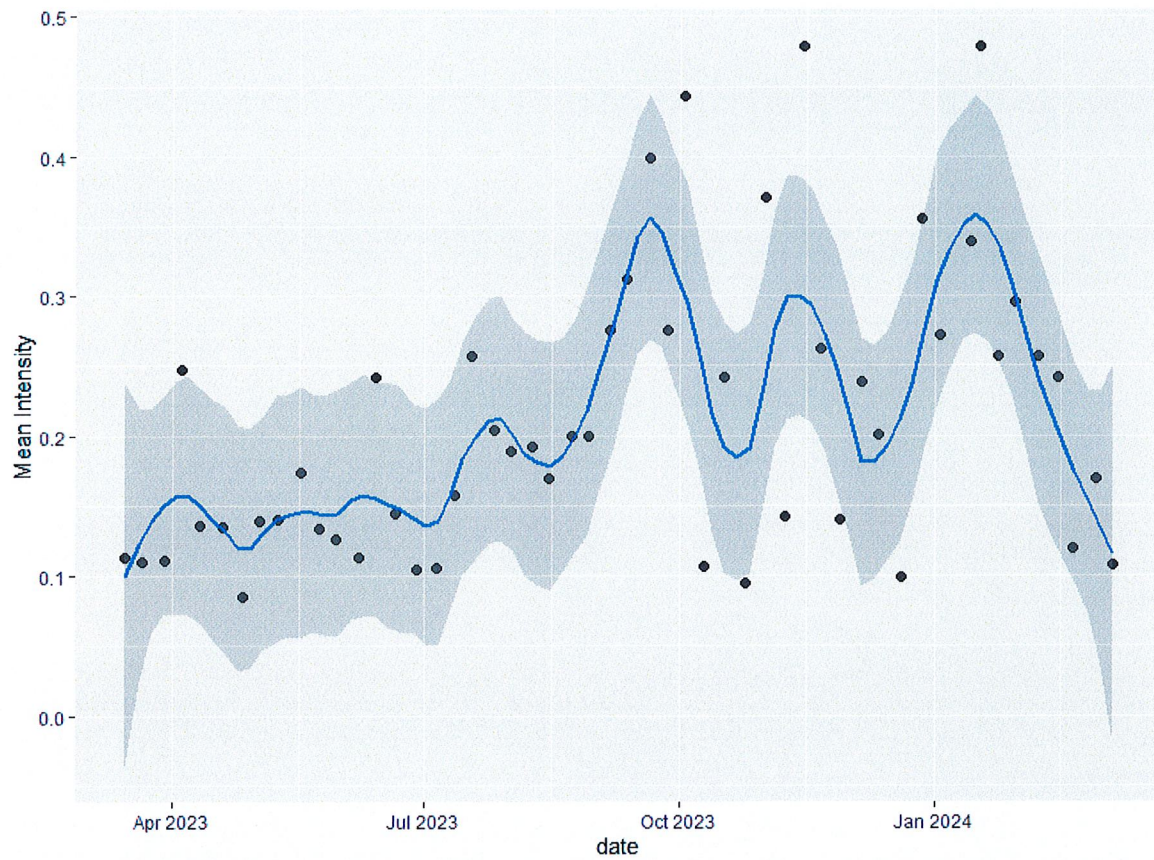
The level of SARS-CoV-2 RNA can tell us roughly how many cases can be expected in a population.

- Not detected: <10 cases per 100,000
- Detected, <LOQ: 10-50 cases per 100,000
- Quantifiable detection: >50 cases per 100,000

The most recent sample from Kingston on March 06, 2024, had a detection level of “Detected, <LOQ” suggesting daily case incidence of 10 to 50 cases per 100,000 people.

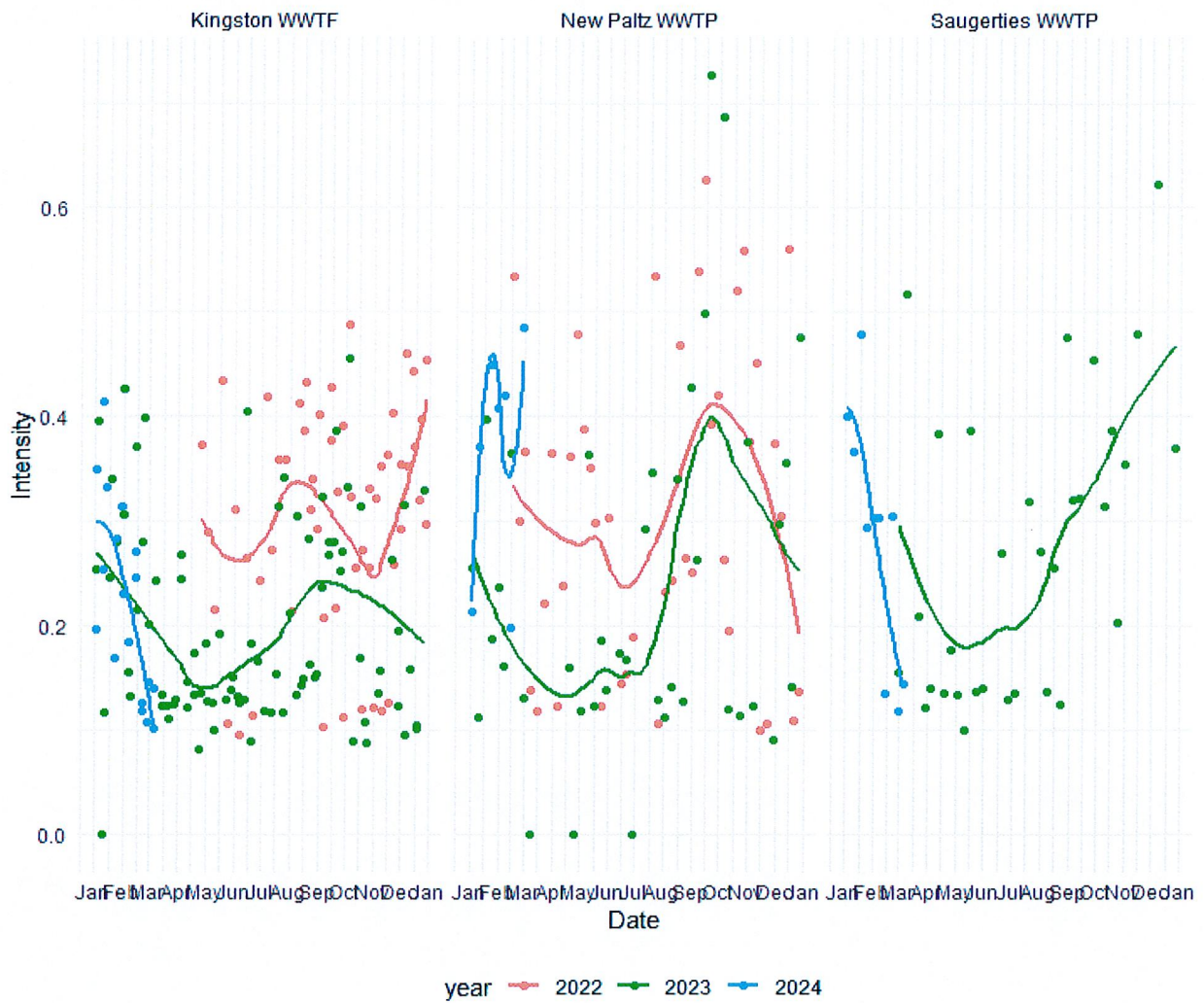
The most recent sample from New Paltz on February 28, 2024, had a detection level of “Quantifiable” suggesting daily case incidence of more than 50 cases per 100,000 people.

The most recent sample from Village of Saugerties on March 06, 2024, had a detection level of “Detected, <LOQ” suggesting daily case incidence of 10 to 50 cases per 100,000 people.



Average intensity (population weighted) for all Ulster WWTP's over the last 12 months.

### Trend lines by Site and Year

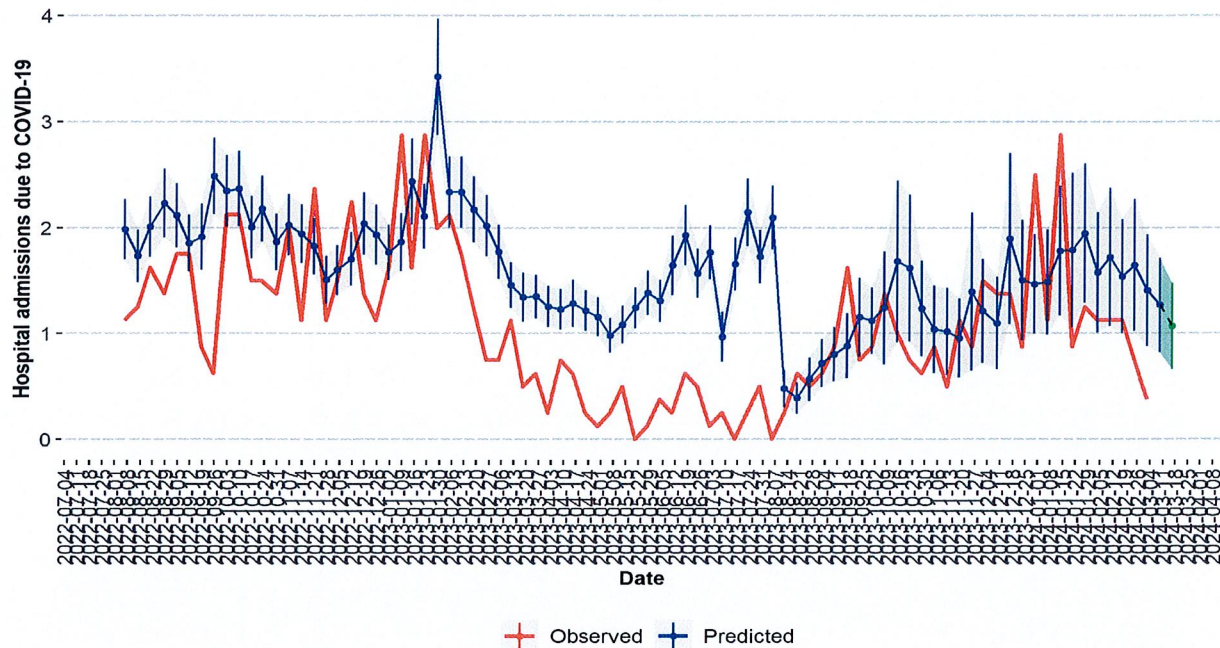


This figure shows an annual comparison of SARS-CoV-2 intensity. Smoothed trend lines, uncertainty (gray bands), and wastewater samples (dots) are shown. The recent trend is lower than year over year values.

## Ulster County COVID-19 in-patient hospitalization trend

Predicted 7-day average in-patient hospitalizations in the next 10 days: 1.07\*

15.75 percent decrease from previous week's prediction



\* 0.6 Per 100,000 population

This figure shows predicted new in-patient hospital admissions due to COVID-19 for your county. Predictions are calculated from a generalized linear mixed model that fits wastewater data with a ten-day lag, log transformed active case numbers, along with several covariates including population over 50 years old, estimated asthma and cardiovascular disease rate for the county, and county social vulnerability from the CDC social vulnerability index.

The new model also includes a regional average for SARS-CoV-2 intensity detection for the past 90 days indicative of the overall state of transmission for a region. This model makes predictions with new data for future hospital admissions and provides uncertainty around the prediction in the form of the 95% confidence interval (the light grey and green band around the predictions). Past predictions are in blue with the current prediction in light green. The red line is actual hospital admissions from the Department of Health HERDS or Health Electronic Response System data. These data are up-to-date for most counties. We will update these data and the models as new data are provided. Estimated new COVID-19 hospitalizations are predictions only and come with several uncertainties including whether new variants have arisen, what the current immunization state of the county is (including booster and bivalent shots or immunity from previous infection), and other factors not captured in the model such as intervention behaviors such as masking. Week to week predictions will vary in their accuracy and the width of the confidence interval around the prediction due to changes in the data. Week to week predictions will vary in their accuracy and the width of the confidence interval around the prediction due to changes in the data.

**Last 6 Weeks Ulster County Sewersheds:**  
Variants found from weeks beginning Sun, Jan 07, 24 to Sun, Feb 11, 24

Label	Sewershed	Variants Found
Variant of concern	Kingston	BA.2; EG.5; JN.1; XBB.1.9.2
Variant of interest	Kingston	EG.5.1.8; JN.1
Variant under monitoring	Kingston	JN.1
Variant of concern	New Paltz	BA.2.86; JN.1
Variant of concern	Village of Saugerties	BA.2.86; JN.1
Variant of interest	Village of Saugerties	JN.1

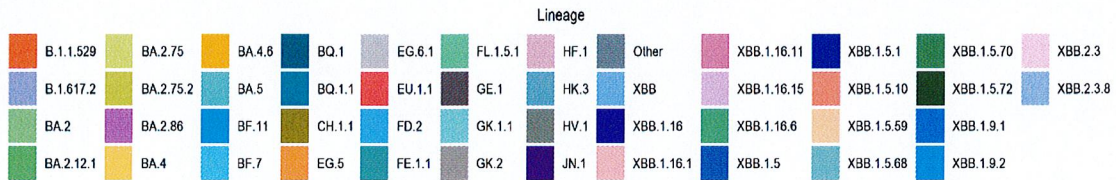
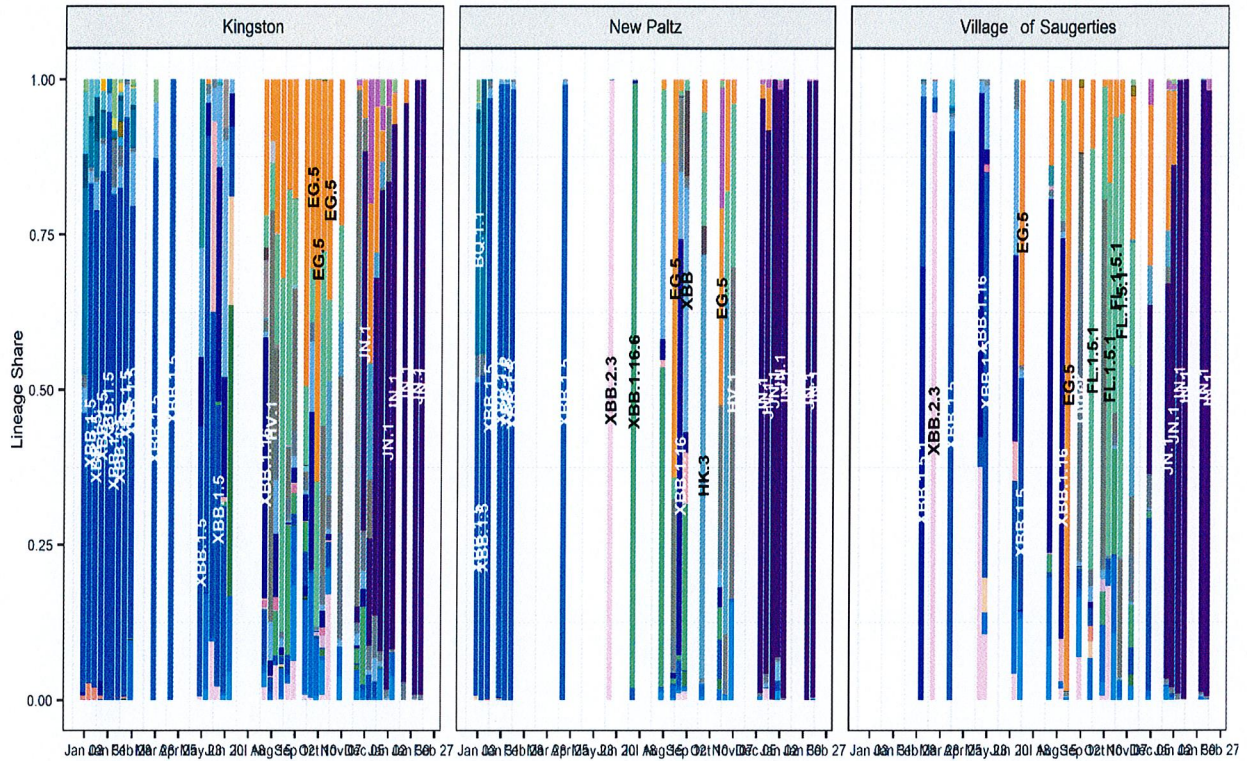
Variants found throughout state from 2024-01-07 to 2024-02-18: BA.2, BA.2.86, EG.5, EG.5.1.8, FL.1.5.1, GK.1.1, GK.2, HK.3, HV.1, JD.1.1, JF.1, JG.3, JN.1, XBB, XBB.1.16.11, XBB.1.16.6, XBB.1.42.2, XBB.1.5.70, XBB.1.5.72, XBB.1.9.1, XBB.1.9.2, XBB.2.3

County level variants under monitoring table in the last four and six weeks This table shows variants being monitored by various public health organizations. Variant name, source of information, monitoring status of variant, and presence within the county and state within the last four and six weeks are shown. Each variant is shown at four and six week intervals shown in the footnotes. Not detected within state or county: variant not detected at the state or county-level Detected at state-level: detected somewhere else in the state, but not in the county listed Detected within county: detected within the county showed

Find out more about monitoring status of SARS-CoV-2 variants: ECDC, WHO

# SARS-CoV-2 Genetic Sequencing in 2023

## Sewersheds in Ulster County

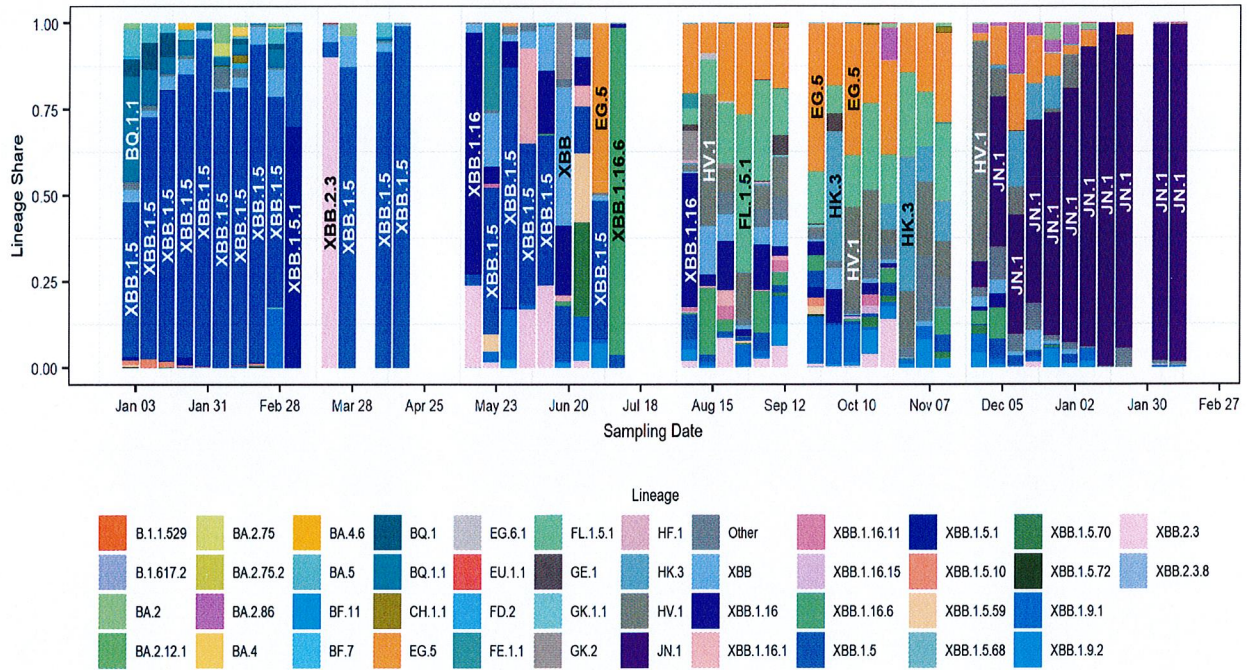


### Sewershed level of SARS-CoV-2 genetic sequencing throughout time

Each bar shows the relative abundance of SARS-CoV-2 lineages during a sample collection date. Lineages with an abundance of at least 20% are labeled on the bar sections with the lineage name. The color of the bar corresponds to lineage. See the legend for more information regarding lineages.

# SARS-CoV-2 Genetic Sequencing in 2023

## Ulster County Aggregation



### County aggregation of SARS-CoV-2 genetic sequencing throughout time

Each bar shows the relative abundance of SARS-CoV-2 lineages per sample collection date. Lineages with an abundance of at least 20% are labeled on the bar sections with the lineage name. The color of the bar corresponds to lineage. See the legend for more information regarding lineages.

# ULSTER COUNTY BOARD OF HEALTH

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##### a. COVID

- Hospital COVID Stats
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- NYSDOH Health Advisory: Prevention of COVID, flu and RSV

##### b. Lead Rental Registry

##### c. Medical Examiner

- 2024 To-Date Stats

### MEETING CONCLUSION





# Department of Health

**KATHY HOCHUL**  
Governor

**JAMES V. McDONALD, M.D., M.P.H.**  
Commissioner

**JOHANNE E. MORNE, M.S.**  
Executive Deputy Commissioner

March 7, 2024

**TO:** Local Health Departments, Healthcare Providers, Healthcare Facilities, Family Medicine, Internal Medicine, Pediatric, Adolescent Medicine, Infectious Disease, Primary Care Providers, Nursing Homes, Adult Care Facilities, School Nurses, and Infection Control/Epidemiology

**FROM:** New York State Department of Health (NYSDOH)

**HEALTH ADVISORY: Updated recommendations on when to stay home and when to go back to normal activities after respiratory illnesses including COVID-19, influenza, and respiratory syncytial virus (RSV) – Non-Healthcare Settings**

Following the [updated CDC recommendations](#), the NYSDOH is revising its guidance for when to stay home and when individuals can return to normal activities after respiratory infections including COVID-19, influenza, and RSV. This [infographic](#) from the CDC is helpful in simply illustrating this respiratory guidance. Please feel free to post in clinical spaces so staff and patients can easily understand this approach for viral respiratory diseases.

- Individuals should stay home and away from others, including people they live with who are not sick, if they have respiratory virus symptoms that are not better explained by another cause. These symptoms can include fever, chills, fatigue, cough, runny nose, and headache.
- Individuals can go back to normal activities when, for at least 24 hours, both of the following are true:
  - Symptoms are getting better overall, **and**
  - They no longer have a fever without the use of fever-reducing medication.
- When going back to normal activities, individuals should take added precautions over the next 5 days, including taking additional [steps for cleaner air](#), [hygiene](#), [masks](#), [physical distancing](#), and [testing](#) when they will be around other people, especially older adults, young children, and those with weakened immune systems. Children under age 2 should never wear a mask. Healthcare providers should discuss with their patients about how long a child under 2 should stay home.
- Keep in mind that people may still be able to spread the virus that made them sick, even if they are feeling better, so it is important to take extra precautions after resuming normal activities.

- If individuals develop a fever or start to feel worse, they should stay home and away from others again. They should use the same criteria for returning to normal activities as when they first had symptoms and take added precautions over the next 5 days.

These changes described above **DO NOT** pertain to individuals working in healthcare settings. Healthcare facilities should continue to follow the CDC's [Interim Guidance for Managing Healthcare Personnel with SARS-CoV-2 Infection or Exposure to SARS-CoV-2 | CDC](#) and [Strategies to Mitigate Healthcare Personnel Staffing Shortages](#). Transition from conventional to contingency to crisis staffing strategies should be based on ability to provide essential services, as determined by the facility. Also see: [https://coronavirus.health.ny.gov/system/files/documents/2023/02/doh-hcw\\_rtw\\_advisory\\_11\\_30\\_22.pdf](https://coronavirus.health.ny.gov/system/files/documents/2023/02/doh-hcw_rtw_advisory_11_30_22.pdf).

This document supersedes previous guidance on return to normal activities after testing positive for COVID-19 for non-healthcare settings.

Questions about this guidance may be addressed to the Bureau of Communicable Disease Control at [bcdc@health.ny.gov](mailto:bcdc@health.ny.gov) or call 518-473-4439.

**Attachment A: Implementation Timetable**  
**New York State Rental Registry & Proactive Inspection Program to Identify Lead Hazards**  
**Worksheet: Grant Year April 1, 2024 – March 31, 2025**

		Initial Submission Requirements	Quarter 1 Apr–June 2024	Quarter 2 July–Sept 2024	Quarter 3 Oct–Dec 2024	Quarter 4 Jan–Mar 2025
<b>Goal 1: Communities of Concern</b>						
1.1.1-1.1.3	Communities of Concern Data	X				
1.1.4	Proposed Changes to the Communities of Concern	X				
1.2.1	Planning Team	X				
1.2.2	Primary Point of Contact Information	X				
1.2.3 or 1.2.5	Inspection Model <i>*if determined</i>	X*	X			
1.2.4	Integrated Organization Chart (Existing)		X			
1.2.6	Proposed Organization Chart			X		
1.2.7	Hire Rental Registry Program Manager/Coordinator			X		
1.2.8	Subcontracting plans & MOUS			X		
1.2.9	Process to Audit third-party or owner inspections				X	
1.2.10	Process for Landlord Assistance Funds for Inspections				X	
<b>Goal 2: Policies &amp; Procedures</b>						
	Property Owner Outreach & Registration				X	
	Initial Inspection				X	
	Notice & Demand Issuance				X	
2.1	Owner Work Plan Approval				X	
	Dust Wipe Clearance Protocol				X	
	Data Management Protocols				X	
	Issuance of Certificate of Lead Safety Protocol				X	
	Description of how the Rental Registry will intersect with CLPPP/CLPPP+				X	
2.2				X		

*Proactive*

		Initial Submission Requirements	Quarter 1 Apr–June 2024	Quarter 2 July–Sept 2024	Quarter 3 Oct–Dec 2024	Quarter 4 Jan–Mar 2025
<b>Goal 3: Trained Workforce</b>						
3.1.1	Hire Program Mgr/Coord & Data Base Manager			X	X	X
3.1.2	Expand Risk Assessor/Inspector Capacity			X	X	X
3.1.3	Recruit and Train Property Owners			X	X	X
3.1.4	Recruit and Train Lead Abatement Contractors			X	X	X
<b>Goal 4: Community Outreach, Awareness &amp; Education</b>						
4.1.1	Develop a LHD Rental Registry Webpage			X	X	X
4.1.2	Educate Elected Officials			X	X	X
4.1.3	Educate Rental Property Owners			X	X	X
4.1.4	Educate the Community at Large			X	X	X
4.1.5	Targeted Education to Communities of Concern			X	X	X
<b>Goal 5: Partners and Cross Agency Collaboration</b>						
5.1.1	Plans and activities to engage municipal (City & County) Partners		X	X	X	X
5.1.2	Plans and activities to involve community-based agencies			X	X	X
5.2.1	Identification of existing Lead Coalition, Task Force and/or Multi-Disciplinary Workgroup	X				
5.2.2	Description of Coalition, Task Force or Workgroup or Plan to Organize Coalesce Partners		X			
5.2.3	Coalition, Task Force or Work Group Role in Rental Registry Development		X			
5.2.4	Plans to Engage Community Partners		X			
5.2.5	List of Partners and their Role in the Development of the Rental Registry		X	X	X	X
<b>Goal 6: Implementation, Compliance and Enforcement</b>						
6.1.1	Process to Register and Validate Owners				X	X
6.1.1.1	Process to Register Owners upon Property Transfer				X	X
6.1.2	Roll-Out or Targeting Plan			X		

		Initial Submission Requirements	Quarter 1 Apr–June 2024	Quarter 2 July–Sept 2024	Quarter 3 Oct–Dec 2024	Quarter 4 Jan–Mar 2025
6.1.3	Process to Grant Exemptions				X	X
6.2.1	Development of Compliance and Enforcement Plan				X	X
<b>Goal 7: Coordination with Existing Rental Registry and/or Certificate of Occupancy/Compliance Regulations</b>						
7.1	Identification of Existing Rental Registry and/or Certificate of Occupancy/Compliance	X				
7.1.2	Summary of Existing Rental Registry and/or Certificate of Occupancy/Compliance	X				
7.1.3	Description of how the Lead Safety Certification process with intersect with Existing Rental registry and/or Certificate of Occupancy/Compliance			X	X	
<b>Goal 8: Software System Development and Data Management</b>						
8.1	Identify Current Data Bases	X				
8.2.1	Participate in Staff Training			X	X	X
8.2.2	Participate in Software Testing			X	X	X
8.2.3	Draft data management policies and procedures				X	X
<b>Budget</b>		X				

# New York State Rental Registry & Proactive Inspection Program to Identify Lead Hazards

## Worksheet: Grant Year April 1, 2024 – March 31, 2025

**Introduction:** The New York State Rental Registry & Proactive Inspection Program to Identify Lead Hazards (Rental Registry) will officially launch on October 1, 2025. The work plan for Year 1 (4/24-3/25) and the first half of Year 2 (4/25-9/25) will largely focus on program development, community engagement, and local capacity building in anticipation of the October 1, 2025 effective date.

**Year One Deliverables:** At the end of the first year, it is anticipated that the following activities will be achieved or close to finalization.

- Identification of the Inspection Model to be used.
- Increased staff capacity, both hired and trained, at the Local Health Department (LHD) to support program implementation of the chosen Rental Registry inspection model.
- Identification of potential partner organizations/agencies and executed MOUs or subcontracts to support the chosen Rental Registry inspection model.
- Development and launch of outreach and training efforts aimed at workforce development for:
  - Property Owners and their Work Crews (RRP training)
  - Certified Lead Abatement Contractors
  - Private Lead Risk Assessment/Inspection Firms (if adopting the model of 3<sup>rd</sup> party inspection or utilizing a hybrid approach)
- Development of local Rental Registry Policies and Procedures manual. NYSDOH will provide guidance and templates for local adaptation. *(Note: Most of these will be in draft form at the end of Year 1 and finalized by 9/30/25)*
  - Property owner outreach and registration process
  - Inspection protocols
  - Data management policies and procedures
  - Protocols to issue Lead Safety Certificates
- Development and execution of community awareness and education campaign. NYSDOH will provide materials for local utilization and/or adaptation for:
  - Community at large
  - Rental property owners
  - Families residing in the high-risk area
  - Community-based organizations located in the high-risk areas
  - Elected Officials and Municipal partners
  - Lead Risk Assessors and Contractors
- Creation of local web-site presence dedicated to the Rental Registry.
- Coordination with existing Rental Registries and/or Certificates of Occupancy or Certificates of Compliance as applicable.

**Initial Worksheet Submission Requirements:** Worksheets will be approved, and contracts executed upon receipt of the following:

- Identification of Communities of Concern
- Identification of Planning Team
- Identification of Rental Registry Contact Person
- Identification of Inspection Model Selected (if determined)
- Acknowledgement of Local Lead Coalition, Task Force or Multi-disciplinary Work Group

- Acknowledgement of existing local Rental Registry and/or Certificate of Occupancy or Certificate of Compliance status
- Summary of existing local Rental Registry and/or Certificate of Occupancy or Certificate of Compliance
- Identification of additional data bases utilized for CLPPP/CLPPP+ outside of LeadWeb and CoInspect.
- Budget

The remaining deliverables will be provided throughout the contract year according to the timelines recommended throughout the worksheet and shown in Attachment A.

## GOAL 1 RENTAL REGISTRY MODEL, FUNDING, AND STAFFING

Secure adequate funding and staffing to implement the Rental Registry.

### Objective 1.1 Identify the Communities of Concern

Attachment B provides the geographic boundaries and the estimated number of eligible pre-1980 rental units in your jurisdiction. Input the information below as baseline data to be referenced during the planning period.

#### Initial Work Sheet Submission Requirements:

##### 1.1.1 Zip Codes included:

##### 1.1.2 Total number of eligible pre-1980 rental units:

1.1.3 Average number of units to be inspected per year to achieve inspection and certification of all eligible units within the first 3-year cycle (10/1/2025 – 9/30/2028):

##### 1.1.4 Please describe any proposed changes to the NYSDOH defined Communities of Concern (if applicable):

*Note:*

- You can broaden or narrow the geographic target areas.
- Provide justification if the target area will be refined to include/exclude specific zip codes or portions of zip codes. If you wish to refine the geographic boundaries for the Community of Concern, please provide the rationale (data) to support your proposal (Quarter 2 and ongoing when/if needed).
  - A LHD may apply rental registry requirements to additional zip codes within the identified municipality if they have the resources to do so.
  - If zip codes cross a municipal boundary into an area of lesser need, the LHD can provide justification to support refining the area to be served.

### Objective 1.2 Identify the Inspection Model for Your Jurisdiction

#### Initial Work Sheet Submission Requirements:

**1.2.1 Planning Team:** Identify the names and titles of your internal work team (LHD and municipal and community partners if applicable) dedicated to establishing the Rental Registry. If you have an existing Coalition and/or Task Force, please describe their involvement in the planning process only.



**1.2.2 Name and Email Address for Primary Point of Contact for Rental Registry:**

**1.2.3 Inspection Model:** If you know which Inspection Model you will be using, please document it here (*or Quarter 1 see below*).\*

Model A: Local Health Department maintains primary responsibility for performing inspections and administering the program.

Model B: Local Health Department subcontracts with local code enforcement.

Model C: Local Health Department subcontracts with another organization to conduct inspections and utilizes LHD legal authorities.

Model D: Local Health Department fulfills Basic (Minimal) Role, and relies on majority Third Party Inspections.

Model E: Hybrid Model(s) that utilize a combination of these approaches. Please provide a description of the proposed hybrid approach.

*\*All LHDs will be required to allow third party inspections and inspections done by EPA certified property owners regardless of the inspection model chosen. Please allow room in program planning with this aspect in mind.*

**Year 1 Activities/Deliverables to be Captured in Quarterly Reporting:**

- 1.2.4 Provide an integrated CLPPP, CLPPP+, HUD, and HCR organization chart that represents the entirety of your current childhood lead poisoning prevention staff with funding source identified (Quarter 1)
- 1.2.5 Identify your Inspection Model (Quarter 1, if not included in the initial Work Sheet submission)
- 1.2.6 Outline your staff plan and revise your organization chart to support the Rental Registry of your chosen model (Quarter 2)
- 1.2.7 Recruit and hire a Rental Registry Program Manager or Coordinator (Quarters 2-4) *Note: This position will oversee all Rental Registry program activities such as the software system, staff, partners, subcontractors, etc., regardless of model chosen.*
- 1.2.8 Describe any plans to subcontract Rental Registry responsibilities and include related MOUs/MOAs (Quarters 2-4)
- 1.2.9 Describe the process to audit at least 10% of third party or owner inspections. (Quarters 3-4)
- 1.2.10 Describe a process by which any landlord assistance funds to support third party inspection costs will be allocated (Quarters 3-4).

## GOAL 2 POLICIES AND PROCEDURES

*Develop policies and procedures to support all aspects of the program.*

**Initial Work Sheet Submission Requirements:** Nothing is required in this portion to execute your contract. However, if initial plans are in place, please provide or attach any details as they relate to Year 1 Activities/Deliverables.

### Objective 2.1 Develop and maintain policies and procedures manual to support all aspects of the program.

#### Year 1 Activities/Deliverables to be Captured in Quarterly Reporting:

The policies and procedure manual will include at minimum, a description of the policies/procedures related to:

Policies/Procedures Sections	Final	In Draft	Other
Property Owner Outreach and Registration Process	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Inspection Protocol, including:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Inspection Form	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Notice & Demand Issuance Process	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Owner Work Plan Approval Process	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Enforcement Process	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dust Wipe Clearance Protocol	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Data Management Protocols	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Protocols to Issue Certificates of Lead Safety	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

*Development progress will be tracked through quarterly reporting. At the end of Year 1, please provide copies of all protocols developed for the policies and procedures manual.*

### Objective 2.2 Coordinate CLPPP and CLPPP+ activities with the Rental Registry.

2.2.1 Describe how the rental registry program will interact/intersect with the CLPPP and CLPPP+ Program in your jurisdiction (Quarters 2-3)

## GOAL 3 TRAINED WORKFORCE

*Increase the number of certified lead professionals*

**Initial Work Sheet Submission Requirements:** Nothing is required in this portion to execute your contract. However, if initial plans are in place, please provide any details as they relate to Year 1 Activities/Deliverables.

### Objective 3.1 Increase the number of program staff and certified lead professionals in your area.

#### Year 1 Activities/Deliverables to be Captured in Quarterly Reporting:

3.1.1 Describe activities you will undertake to develop your internal capacity to manage and administer the Rental Registry. At a minimum this includes hiring a dedicated Program Manager/Coordinator and a Software (Database) Manager (Quarters 2-4).

3.1.2 Describe activities you will undertake to recruit, hire and train Risk Assessors/Inspectors for your staff, subcontractors, and/or third-party firms (Quarters 2-4).

- 3.1.3 Describe activities you will undertake to recruit and train property owners and their work crews in RRP (Quarters 2-4).
- 3.1.4 Describe activities you will undertake to recruit and train Lead Abatement Contractor Firms, Supervisors and Workers (Quarters 2-4).

Notes:

- Workforce development will focus on:
  - Rental Registry Core Staff (minimum requirements)
    - Dedicated Program Manager/Coordinator
    - Software (Database) Manager
  - Inspectors/Risk Assessors
  - RRP trained property owners and work crews
  - Lead Abatement Contracting firms, supervisors and workers
- EPA provides some information to help inform your current landscape:
  - Inspection, Risk Assessment, and Abatement Firms: <https://cfpub.epa.gov/flpp/pub/index.cfm?do=main.firmSearchAbatement>
  - RRP firms: <https://cfpub.epa.gov/flpp/pub/index.cfm?do=main.firmSearch>
  - Training Providers: <https://cfpub.epa.gov/flpp/pub/index.cfm?do=main.trainingSearchAbatement>

NYSDOH will provide sample outreach and education materials to support your work in raising awareness, educating, recruiting and training.

## GOAL 4 COMMUNITY OUTREACH, AWARENESS & EDUCATION

Increase awareness of the Rental Registry.

**Initial Work Sheet Submission Requirements:** Nothing is required in this portion to execute your contract. However, if initial plans are in place, please provide any details as they relate to Year 1 Activities/Deliverables.

### Objective 4.1 Provide outreach and education to key stakeholders in your community.

#### Year 1 Activities/Deliverables to be Captured in Quarterly Reporting:

- 4.1.1 Describe activities you will undertake to develop an LHD webpage dedicated to the Rental Registry. (Quarters 2-4)
- 4.1.2 Describe activities that you will undertake to educate and secure support among elected officials. (Quarters 2-4)
- 4.1.3 Describe activities you will undertake to educate rental property owners on the Rental Registry and their responsibilities. (Quarters 2-4)
- 4.1.4 Describe activities that you will undertake to educate the community at large (e.g., community awareness campaign) (Quarters 2-4)
- 4.1.5 Describe activities that you will undertake to educate residents and families living in the Communities of Concern (targeted communication). (Quarters 2-4)

Notes:

- NYSDOH will create a central statewide webpage dedicated to the Rental Registry
- NYSDOH will create outreach and education material for utilization or local adaptation targeted to:
  - Elected officials
  - Rental Property Owners
  - Community-at-large (community awareness campaign)
  - Residents/families living in the Communities of Concern

## GOAL 5 PARTNERS AND CROSS AGENCY COLLABORATION

Engage in collaboration to support this work.

### Objective 5.1 Provide outreach and education to key partnership organizations and agencies in your community.

**Initial Work Sheet Submission Requirements:** Nothing is required in this portion to execute your contract. However, if initial plans are in place, please provide any details as they relate to Year 1 Activities/Deliverables.

#### Year 1 Activities/Deliverables to be Captured in Quarterly Reporting:

**5.1.1** Describe activities that you will undertake to educate and involve municipal partners such as city and county code enforcement, community development, community planning, social services, Section 8, Public Housing, etc. (Quarters 1-4)

**5.1.1.1** Describe the roles and responsibilities of your partner agencies.

**5.1.1.2** Describe how you will support the ability of partner agencies to support implementation of the Rental Registry requirements.

**5.1.2** Describe activities that you will undertake to educate and involve community-based agencies that serve residents and families residing in the Community of Concern. (Quarters 2-4)

**5.1.2.1** Describe the roles and responsibilities of community-based agencies in supporting residents living in the community of concern.

Notes:

- NYSDOH will create outreach and education material for utilization or local adaptation targeted to:
  - Municipal Agency Partners
  - Community-Based Agencies

### Objective 5.2 Build a local coalition, task force or workgroup to support this work.

**Initial Work Sheet Submission Requirements:**

**5.2.1** Indicate if you have:

	Y	N
Existing Lead Coalition or Task Force	<input type="checkbox"/>	<input type="checkbox"/>
Multi-disciplinary Workgroup dedicated to Lead Prevention efforts (includes partners outside the LHD)	<input type="checkbox"/>	<input type="checkbox"/>

#### Year 1 Activities/Deliverables to be Captured in Quarterly Reporting:

**5.2.2** Describe your existing Coalition, Task Force or Multi-disciplinary Work Group. If you do not currently have an existing Coalition, Task Force, or Multi-disciplinary Work Group, describe your initial plans to bring together a diverse group of partners to support implementation of the Rental Registry. (Quarter 1)

**5.2.3** Describe how you will involve your existing Coalition, Task Force or Multi-disciplinary Work Group in the development of your local Rental Registry (if applicable, Quarter 1)

**5.2.4** Describe steps you will take to engage community partners in this work. (Quarter 1)

- 5.2.5 Identify your current (active) partnerships and how you will utilize them in the development of the Rental Registry (Quarter 1 and ongoing)

## **GOAL 6 IMPLEMENTATION, COMPLIANCE, AND ENFORCEMENT**

*Develop a plan that will support implementation, compliance, and enforcement.*

**Initial Work Sheet Submission Requirements:** Nothing is required in this portion to execute your contract. However, if initial plans are in place, please provide any details as they relate to Year 1 Activities/Deliverables.

### **Objective 6.1 Develop a plan that will support owner registration and prioritization of inspections**

#### **Year 1 Activities/Deliverables to be Captured in Quarterly Reporting:**

- 6.1.1 Describe efforts that you will use to register and validate owners of eligible dwellings in the Rental Registry between 10/1/25-12/31/25. (Quarters 3-4)
  - 6.1.1.1 Describe efforts you will use to register new owners when properties are sold/transferred. Changes must be reported within 30 days (Quarters 3-4)
- 6.1.2 Summarize a roll-out plan that will target all eligible units over the 3-year implementation period. Detail how you will select eligible units for inspection. For example, will you target specific census tracts? (Quarter 2)
  - 6.1.2.1 Based on 6.1.2, please provide a target number for the first year of implementation, October 1, 2025 – September 30, 2026. (Quarter 2)
- 6.1.3 Describe the process by which owners can apply for and be granted exemption from the rental registry and/or required inspections. (Quarters 3-4)

#### *Notes:*

- *Owner occupied units in dwellings with two or more units are exempt from the inspection requirement, but those units will need to be registered. Exemption from the inspection requirement will require a signed attestation of owner occupancy.*
- *A surface-by-surface XRF inspection which confirms no lead is present, may exempt dwelling from further inspections & sampling, but not from the rental registry.*
- *The Software System may be able to provide support for these activities including the number of housing units managed by Public Housing/Section 8.*

### **Objective 6.2 Develop a plan that will support compliance and enforcement.**

#### **Year 1 Activities/Deliverables to be Captured in Quarterly Reporting:**

- 6.2.1 Develop a comprehensive plan outlining strategies that will be used to enhance compliance, including penalties and enforcement measures. (Quarters 3-4)
  - 6.2.1.1 Outline compliance timeframes for each component of the rental registry

**6.2.1.2** Describe the specific enforcement actions/workflow included in your enforcement protocol referenced in Objective 2.1.2 (Inspection protocol) that address:

Enforcement Actions Related to the Failure to:	
Register eligible units	
Conduct inspections as required	
Remediate identified hazards	
Provide required documentation (e.g., remediation workplan, lead safety certificate)	
Meet timelines for the above	

## **GOAL 7 COORDINATION WITH EXISTING RENTAL REGISTRY AND/OR CERTIFICATE OF OCCUPANCY/COMPLIANCE REGULATIONS**

*Integrate the Rental Registry Program into Existing Local Programs and Priorities*

**Objective 7.1** Integrate the Rental Registry Program into Existing Local Programs and Policies

**Initial Work Sheet Submission Requirements:**

**7.1.1** Indicate if your jurisdiction has:

	<b>Y</b>	<b>N</b>
Existing Rental Registry/Certificate of Occupancy/Compliance without a lead safety component	<input type="checkbox"/>	<input type="checkbox"/>
Existing Rental Registry/Certificate of Occupancy/Compliance with a lead safety component	<input type="checkbox"/>	<input type="checkbox"/>

**7.1.2** Provide a summary of the requirements of the existing Rental Registry and/or Certificate of Occupancy/Compliance programs (if applicable):

**Year 1 Activities/Deliverables to be Captured in Quarterly Reporting:**

**7.1.3** Describe how the statewide rental registry program will interact/intersect with any existing Rental Registry and/or Certificate of Occupancy/Compliance Policies in your jurisdiction (Quarters 2-3)

## GOAL 8 SOFTWARE SYSTEM DEVELOPMENT AND DATA MANAGEMENT

*Develop Data Management Capacity*

### Initial Work Sheet Submission Requirements:

**8.1 Identify Current Data Base(s):** Indicate the names of data bases that you actively use beyond LeadWeb and CoInspect to manage your childhood lead poisoning prevention activities.

#### 8.1.1 Develop Rental Registry Software and Data Management Capacity

#### 8.2 Year 1 Activities/Deliverables to be Captured in Quarterly Reporting:

**8.2.1** Ensure that staff participate in required training programs (Quarters 2-4)

**8.2.2** Encourage staff to participate in any opportunities for development and testing of statewide software system for local integration. (Quarters 2-4)

**8.2.3** Begin drafting local policies and procedures for local data management. (Quarters 3-4)

#### Notes:

- *NYSDOH will procure software for Rental registry Software.*
- *Opportunities will be provided to participate in beta testing.*
- *Training will be provided by NYSDOH and/or the Vendor*

### Budget (Template provided separate from Work Sheet)

Create an itemized budget for expected programmatic costs including program staff, travel, operating expenses, promotional materials, office supplies, testing materials, and overhead. Narrative justification is required for each line item.

Include information on state and other funding for services provided by subcontractors and/or community partners. A Vendor Responsibility Questionnaire must be completed for any subcontract anticipated to exceed \$100k over the life of the 5-year contract: [File Your Vendor Responsibility Questionnaire | Office of the New York State Comptroller \(ny.gov\)](#)

Include necessary set aside to support 10% audit of all 3rd party/owner inspections. Include necessary set aside to provide landlord assistance for 3rd party/owner inspections depending on the inspection model utilized.

**\*Please note:** As the transition from Grants Gateway to SFS is still in progress, more budget preparation guidance will be forthcoming as we learn more.

# Ulster County Department of Health

## Medical Examiner's Office - Autopsy Cases

### Date of Death between 1/1/2023 and 12/31/2023

Total Number of Cases: 215

<i>Cases by Gender</i>	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Grand Total
F	4	5	6	3	5	8	3	3	2	4	2	8	53
M	12	12	17	13	15	8	16	13	11	15	18	12	162
<b>Grand Total</b>	<b>16</b>	<b>17</b>	<b>23</b>	<b>16</b>	<b>20</b>	<b>16</b>	<b>19</b>	<b>16</b>	<b>13</b>	<b>19</b>	<b>20</b>	<b>20</b>	<b>215</b>

<i>Cases by Manner</i>	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Grand Total
Accidental	7	7	12	6	7	9	10	4	8	7	6	8	91
Homicide	1	2	0	0	1	0	1	0	0	0	0	2	7
Natural	6	6	6	6	9	7	5	11	4	8	8	7	83
Pending	0	0	0	0	0	0	0	0	0	0	1	1	2
Stillborn	0	0	0	0	0	0	0	0	0	1	0	0	1
Suicide	2	2	5	4	2	0	3	1	1	3	5	2	30
Undetermined	0	0	0	0	1	0	0	0	0	0	0	0	1
<b>Grand Total</b>	<b>16</b>	<b>17</b>	<b>23</b>	<b>16</b>	<b>20</b>	<b>16</b>	<b>19</b>	<b>16</b>	<b>13</b>	<b>19</b>	<b>20</b>	<b>20</b>	<b>215</b>

<i>Cases by Category</i>	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Grand Total
Alcohol	0	1	0	1	1	0	0	1	0	0	1	0	5
Blunt Force Trauma - non-MVA	0	2	1	0	3	0	1	0	0	1	0	1	9
Carbon Monoxide	0	0	1	0	0	0	0	0	0	0	0	0	1
Cardiovascular	4	4	1	3	5	5	2	5	1	4	2	5	41
Cardiovascular and Diabetes	0	0	2	1	1	1	1	2	1	0	3	0	12
Cardiovascular and Obesity	1	0	1	0	2	1	0	0	1	2	2	1	11
Diabetes	1	0	0	0	0	0	1	0	1	0	0	0	3
Drowning	0	0	0	0	0	1	0	0	1	0	1	0	3
Fall	0	0	0	1	0	0	0	0	0	0	1	2	4
Gunshot Wound	2	2	1	2	1	0	4	1	0	2	2	0	17
Hanging	0	1	3	1	0	0	0	0	1	1	0	2	9
Infant	0	1	0	0	0	0	0	0	0	1	0	0	2
Motor Vehicle Accident	1	0	1	0	0	3	1	1	0	2	0	1	10
Non-Opioid Substance	0	1	0	1	0	0	0	0	0	0	1	0	3
Non-Opioid Substance w/ Alcohol	0	0	0	1	0	0	1	0	2	0	0	0	4
Non-Opioid Substance w/ Other Substances	1	0	0	0	0	0	0	0	0	0	0	0	1
Obesity	0	0	0	0	0	0	0	0	0	1	0	0	1
Opioid w/Other Substances including Xylazine	0	0	1	0	0	0	0	0	0	1	2	2	6
Opioid-Related, without Xylazine	4	2	6	4	6	4	6	3	5	3	1	2	46
Other	1	3	5	1	0	1	2	2	0	1	3	1	20
Pending	0	0	0	0	0	0	0	0	0	0	1	1	2
Pulmonary	0	0	0	0	0	0	0	0	0	0	0	1	1



# Ulster County Department of Health

## Medical Examiner's Office - Autopsy Cases

### Date of Death between 1/1/2023 and 12/31/2023

Total Number of Cases: 215

Smoke Inhalation	1	0	0	0	0	0	0	0	0	0	0	0	0	1
Stab Wound	0	0	0	0	0	0	0	0	0	0	0	0	1	1
Undetermined	0	0	0	0	1	0	0	1	0	0	0	0	0	2
<b>Grand Total</b>	<b>16</b>	<b>17</b>	<b>23</b>	<b>16</b>	<b>20</b>	<b>16</b>	<b>19</b>	<b>16</b>	<b>13</b>	<b>19</b>	<b>20</b>	<b>20</b>	<b>215</b>	

# Ulster County Department of Health

## Medical Examiner's Office - Autopsy Cases

### Date of Death between 1/1/2024 and 3/11/2024

Total Number of Cases: 39

<i>Cases by Gender</i>	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Grand Total
F	3	1	1	0	0	0	0	0	0	0	0	0	5
Fetal	1	0	0	0	0	0	0	0	0	0	0	0	1
M	15	12	6	0	0	0	0	0	0	0	0	0	33
<b>Grand Total</b>	<b>19</b>	<b>13</b>	<b>7</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>39</b>

<i>Cases by Manner</i>	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Grand Total
Accidental	8	1	2	0	0	0	0	0	0	0	0	0	11
Natural	6	2	2	0	0	0	0	0	0	0	0	0	10
Pending	2	6	3	0	0	0	0	0	0	0	0	0	11
Suicide	2	4	0	0	0	0	0	0	0	0	0	0	6
Undetermined	1	0	0	0	0	0	0	0	0	0	0	0	1
<b>Grand Total</b>	<b>19</b>	<b>13</b>	<b>7</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>39</b>

<i>Cases by Category</i>	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Grand Total
Carbon Monoxide	1	0	0	0	0	0	0	0	0	0	0	0	1
Cardiovascular	4	1	0	0	0	0	0	0	0	0	0	0	5
Cardiovascular and Diabetes	0	1	0	0	0	0	0	0	0	0	0	0	1
Cardiovascular and Obesity	0	0	1	0	0	0	0	0	0	0	0	0	1
Complications of Natural Disease	0	0	1	0	0	0	0	0	0	0	0	0	1
Fall - Intentional	1	0	0	0	0	0	0	0	0	0	0	0	1
Gunshot Wound	1	3	0	0	0	0	0	0	0	0	0	0	4
Hanging	0	1	0	0	0	0	0	0	0	0	0	0	1
Hypothermia	3	1	0	0	0	0	0	0	0	0	0	0	4
Motor Vehicle Accident	4	0	2	0	0	0	0	0	0	0	0	0	6
Other	1	0	0	0	0	0	0	0	0	0	0	0	1
Pending	2	3	1	0	0	0	0	0	0	0	0	0	6
Pending - Suspected Opioid	0	3	2	0	0	0	0	0	0	0	0	0	5
Pneumonia	2	0	0	0	0	0	0	0	0	0	0	0	2
<b>Grand Total</b>	<b>19</b>	<b>13</b>	<b>7</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>39</b>