

NOTICE

TO: Members of the Lewis County Human Services Committee

FROM: Cassandra Moser, Clerk of the Board

DATE: August 20, 2026

SUBJECT: Human Services Committee Meeting

The Lewis County Human Services Committee will hold its regular meeting on Tuesday, August 25, 2026, at **2:30 p.m.** in the Legislative Board Chambers, 2nd Floor, Lewis County Courthouse, Lowville, New York.

Attached is a list of agenda items for the meeting which will be live-streamed on the Lewis County YouTube channel at: [Lewis County - YouTube](#).

cc: Community Services
Lewis County Health System
Office for the Aging
Probation

Public Health
Sheriff
Social Services/Youth Bureau
Veterans' Service Agency

HUMAN SERVICES COMMITTEE

AGENDA – August 25, 2026

Call to Order:

- Legislator Tom Kalamas, Chair.

Roll Call:

- Clerk of the Board records attendance.

Approval of Minutes:

- Motion to approve minutes from July 28, 2026.

Presentations / Discussion Items:

- Advancing a Hospice House for Lewis County – Timothy Hunt, County Manager (10 minutes)

Draft Resolutions:

1. Authorizing a three-year agreement with Epoch Health Solutions, LLC to provide medical record consulting and auditing services for the Lewis County Public Health Department. The agreement will include two medical record audits during the term, at a cost of \$4,600.00 per audit (\$9,200.00 total), fully funded through Article 6 State Aid.

Unfinished Business:

New Business:

- Preserving Home Rule and Local Law Enforcement Priorities against State Overreach – Sheriff Carpinelli (5 minutes)

Executive Session:

Adjournment:

Additional Information

- If any committee member has inquiries regarding agenda items, please do not hesitate to contact me.

RESOLUTION NO. __ - 2026

**AUTHORIZING AGREEMENT BETWEEN LEWIS COUNTY
AND EPOCH HEALTH SOLUTIONS, LLC**

Introduced by Legislator Thomas Kalamas, Chair of the Human Services Committee.

WHEREAS, the Lewis County Public Health Department ("Public Health") requires periodic medical record audits to ensure compliance with New York State Department of Health Diagnostic and Treatment Center (D&TC) regulations for medical record documentation and storage, and Public Health does not have a medical record professional on staff to conduct such audits; and

WHEREAS, Public Health has previously contracted with Epoch Health Solutions, LLC, Saratoga Springs, NY, for general medical record consulting services, which included review of the medical record management process, review of the medical record auditing process, review of medical record storage, provision of annual updates, conducting medical record audits and providing reports to Public Health's Quality Assurance Committee; and

WHEREAS, the previous agreement has expired and Public Health wishes to enter into a new three-year (3-year) agreement for the period September 1, 2026 through August 31, 2029. The new agreement will provide for Epoch Health Solutions to conduct two (2) audits during the three-year (3-year) term, at a cost of \$4,600.00 per audit (\$9,200.00 total), to be funded entirely from Article 6 State Aide; and

WHEREAS, the Lewis County Board of Legislators wishes to authorize said agreement;

NOW, THEREFORE, BE IT RESOLVED, as follows:

Section 1. The Lewis County Board of Legislators hereby authorizes an Agreement between Lewis County Public Health Department and Epoch Health Solutions, LLC provide generalized medical record consulting services to include the review of medical record management, auditing, storage and provision of annual updates and conduct medical record audits and provide a report to the Public Health Quality Assurance Committee.

Section 2. The term of this Agreement shall be September 1, 2026 through August 31, 2026 at a cost not to exceed \$4,600.00 per audit (\$9,200.00 total).

Section 3. The Chair or Vice-Chair of the Board of Legislators is hereby authorized to make, execute, seal and deliver such Agreement, pending approval by the County Attorney.

Section 4. The within resolution shall take effect immediately.

Moved by Legislator __, seconded by Legislator __, and adopted on the 1st day of September, 2026.

DRAFT