

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: HEALTH SERVICES

DATE: JUNE 28, 2006

Committee Members Present:

Supervisors Barody
Sheehan
Haskell
F. Thomas
Champagne
Mason

Representing Health Services Department:
Patricia Auer, Director, Health Svces./Patient
Services
Sharon Schaldone, Assistant Director,
Patient Services
Ginelle Jones, Assistant Director, Public
Health Services
Tammie DeLorenzo, Fiscal Manager/Super-
visor Clerical Services
William Thomas, Chairman
Joan Parsons, Commissioner Administrative and
Fiscal Services
Joan Sady, Clerk, Board of Supervisors
Trish Nenninger, Second Assistant County Attorney
Supervisor Kenny
Katy Goodman, Secretary to the Clerk

Committee Member Absent:

Supervisor Tessier

Mr. Barody called the meeting to order at 9:30 a.m.

Motion was made by Mr., Sheehan, seconded by Mr. F. Thomas and carried unanimously to approve the minutes of the previous meeting, subject to correction by the clerk.

Privilege of the floor was extended to Mrs. Auer; and she distributed copies of her Agenda packet for the meeting to the committee members, a copy of which is on file with the minutes.

Mrs. Auer commenced with review of the agenda and under Pending Items she spoke on the Telehealth Project. She advised the process relative to the USDA grant (for the telemedicine monitors) was moving ahead slowly. Mrs. Auer noted Washington County was the lead agency for the grant and that presently they were looking at how they could arrange to have the monitors delivered here instead of having all the equipment delivered to Washington County for the department to pick up there. She stated they would be attending a meeting on July 12th to discuss the details of that arrangement.

Next, Mrs. Auer spoke on the Pandemic Influenza Planning efforts. She stated they were continuing with the efforts to prepare the plan that has to be submitted to the State Department of Health (NYSDOH) in August. She advised that to date they have held one meeting with community stakeholders from the business community to begin dialogue and plan for the "what if" and "when" scenarios of a pandemic. Mrs. Auer concluded they anticipated this would be an

ongoing activity and it would allow them to develop a new network of partners.

Mrs. Parsons, Mr. Kenny and Ms. DeLorenzo entered the meeting at 9:36 a.m.

General discussion ensued. In reply to Mr. Barody's query on when they would have some type of report on the Pandemic Influenza Plan for the committee members, Ms. Jones said they hoped they would have something for the August committee meeting.

Regarding the Defensive Driving Program (for the department's nurses) issue that was to come before the County Safety Committee, Mrs. Auer advised the Safety Committee had not met since the last meeting of this committee, so the issue had not been discussed yet. Thus, she noted the item would remain as pending.

The next pending item, Mrs. Auer noted concerned the Fluoridation Education Program. She stated the committee that is handling this effort had been unable to meet due to illness and vacation of several of the committee members. Thus, she said at this point she thought it would likely be fall by the time the presentation would be ready for them to provide to this committee.

Mrs. Auer stated relative to the Fleet Management Program, DPW has been very cooperative with them. However, she said it was still taking a lot of her department's clerical time to coordinate the vehicle usage. Mrs. Auer commented she did not think that would ever change because her department has to dispatch the cars they use.

Ms. Schaldone entered the meeting at 9:39 a.m.

Mr. Barody asked if the program had reduced any of the department's time that was being spent on vehicle issues. Mrs. Auer replied that was the case for the nurses because they did not have to take the vehicles in for oil changes now. However, she said the nurses do not arrange for using the vehicles and that was still taking the time of the other department staff.

Mrs. Parsons asked if she could be provided a detailed report on what the department was still doing relative to the required service on the vehicles and the clerical time it takes them to do that. She noted perhaps a way could be figured out to somehow shortcut that part of the work. Mr. Barody concurred. Mrs. Parsons said she had envisioned that eventually the vehicles would be serviced on a routine basis and that should be able to be predicted. Mrs. Auer responded she thought that was the case but unless someone came to the department to handle the work they would still have to do it. She said what happens is that cars go in for routine inspections and end up needing brakes etc., so they are out of service for a week. Then, she said they have problems finding out the status of the cars because they are in Warrensburg. Mrs. Auer concurred that she would provide the aforementioned information at the next committee meeting.

Mr. Champagne asked if the nurses still had to fuel the cars before they go out to see their patients in the morning. He expressed concern about the cost of the nurses' time to do that. He

suggested that someone be hired to gas up the cars and have them ready to go in the morning. Mrs. Auer responded if they also had to coordinate that it would be more work for them. Mrs. Auer concurred with Mr. Barody that she would also provide information on how much time the fueling takes in her report for the next meeting.

Concluding the Pending Items, Mrs. Auer requested approval of a resolution to accept the 2006 Warren County Public Health Emergency Response and Preparedness Plan. Copies of the Plan were distributed to the committee members and a copy is on file with the minutes.

Motion was made by Mr. Mason, seconded by Mr. Sheehan and carried unanimously to approve the aforementioned request, as presented, and to authorize the necessary resolution for the next board meeting. A copy of the resolution request form is on file with the minutes.

Mrs. Auer proceeded with review of the New Business agenda items.

The first item, Mrs. Auer presented was to approve a resolution to authorize an agreement with Hudson Headwaters Health Network to allow for the receipt of funds in the amount of \$2,500.00 for the purpose of conducting HIV Health Education and Outreach Activities.

Motion was made by Mr. Champagne, seconded by Mr. F. Thomas and carried unanimously to approve the aforementioned request, as presented, and to authorize the necessary resolution for the next board meeting. A copy of the resolution request form is on file with the minutes.

Mrs. Auer requested approval of a resolution to award the transportation bid for children in the Early Intervention and Preschool Special Needs Program to the low bidder for the service, Blueline Commuter, Incorporated.

Mr. Haskell entered the meeting at 9:43 a.m.

Mrs. Auer stated only Blueline, Incorporated and Stanski Transportation submitted bids for the services and they were also the bidders last year. She apprised Stanski's bid was \$34.50 per child per day and Blueline's was \$36.50 per day. However, Mrs. Auer explained the rates for the daily bus monitors were what decided which company to award the contract to as Blueline came in at \$75.00 per day compared to Stanski's rate of \$100.00 a day. As a result, she stated Blueline's total costs came to approximately \$250.00 a day less than Stanski's. Mrs. Auer noted the committee members would recall that last year they did have some problems with Blueline. Although, she said there have been some problems from time to time this year the company has been more cooperative about addressing them.

Mr. Barody asked how many school days there were; and Mrs. Auer replied there were 180 for the regular school year and then there was a summer program. Mr. Barody commented at the going rates the total costs of the services were considerable.

Motion was made by Mr. Haskell and seconded by Mr. Sheehan to approve the aforementioned request, as presented.

Discussion ensued. Mr. Barody asked what the annual value of the contract was; and Mrs. Auer replied it was probably about three-quarters of a million dollars. She explained because some of the families with children in the program sometimes move from place to place the contract provides that if a child is absent more than twice the department has to be informed and they check with the school attendance records because they do not pay for more than two absences. Mr. Barody commented the County should provide these programs but he did not think the County taxpayers realized that part of the County's annual budget was three-quarters of a million dollars for these programs or even that the County supported them.

Mr. F. Thomas queried if there was any State reimbursement for the program. Mrs. Auer explained they tried to have a monitor on every bus for safety reasons. They work with the school districts to have any special needs of the clients included in their individual intervention plans because they can charge back a minimum reimbursement of 59.5% on those costs to the State, she said.

Mr. Barody called the question and the motion to approve the aforementioned agreement with Blueline Commuter, Incorporated was carried unanimously. The necessary resolution was authorized for the next board meeting. A copy of a resolution request form is on file with the minutes.

Next, Mrs. Auer requested approval of a resolution to authorize submission of a grant application for a Robert Wood Johnson Foundation grant in the amount of \$8,000. She advised the grant would be to fund flu immunization clinics at polling places on Election Day. Mrs. Auer noted they held a flu clinic at the Municipal Center polling place last Election Day and it was received quite well.

Motion was made by Mr. Mason, seconded by Mr. Champagne and carried unanimously to approve the aforementioned request, as presented, and to authorize the necessary resolution for the next board meeting. A copy of a resolution request form is on file with the minutes.

Mrs. Auer requested approval of a resolution to amend the 2006 Warren County Budget in the amount of \$10,691.93 to reflect receipt of insurance recovery payments for property damage to vehicles.

Motion was made by Mr. Champagne, seconded by Mr. F. Thomas and carried unanimously to approve the aforementioned request, as presented, and to refer it to the Finance Committee. Copies of a resolution request form and receipts for the payments are on file with the minutes.

The next request, Mrs. Auer outlined was to approve a resolution to amend Resolution No. 133 of 2006 which authorized an agreement with Capital District Beginnings, Incorporated for services

to the Early Intervention and Preschool Programs. She advised the agreement needed to be amended to include language outlining a provision for "Related Services" at NYSED (Education Department) set rates for the Preschool Program and NYSDOH set rates for the Early Intervention Program. Mrs. Auer stated there would be no fiscal impact from the language change.

Motion was made by Mr. Sheehan, seconded by Mr. Champagne and carried unanimously to approve the aforementioned request as presented and to authorize the necessary resolution for the next board meeting. A copy of a resolution request form is on file with the minutes.

Mrs. Auer stated the next agenda item was a request to enter into an agreement with MVP (Health Maintenance Organization) to obtain reimbursement for various health services at negotiated rates.

Privilege of the floor was extended to Ms. DeLorenzo, and she explained that although the request was to enter into an agreement with MVP, an agreement with the company was already in place. She stated Ms. Nenninger, the Second Assistant County Attorney, was present today to provide any other information on the rate negotiation process, if needed.

Ms. DeLorenzo advised they had been trying to streamline the rate negotiation process with insurance companies so the department could ask for rate increases and take advantage of them whenever the companies agreed to them. She stated the rate increases would increase the department's reimbursement rates. Ms. DeLorenzo said they had been working with the County Attorney's Office on this process and she felt they had accomplished their goals in that regard.

Continuing, Ms. DeLorenzo stated Resolution No. 449 of 2006 had been adopted last month relative to the rates and it needed to be amended again to include MVP and GHI insurance companies. In addition, she advised Exhibit A of the resolution which listed the services the department would provide for the insurance reimbursement also needed to be amended to automatically include any future services the department would provide such as the Telehealth Program in the rate negotiations.

Ms. Nenninger explained that by listing the services in Exhibit A in a non-specific way the rate negotiation process would be further streamlined so that each time a new service was added under one of the general service categories the department would not have to come back to the committee for approval of more resolutions. If there were any major changes in the agreements with the companies they would be addressed separately, she added.

Motion was made by Mr. Mason and seconded by Mr. Champagne to approve the aforementioned request.

Mr. Champagne asked why the language could not say any and all services provided by the department per the rate as agreed upon by the administrators. He noted that would put everything under one umbrella. Ms. Nenninger responded they would make the language as

broad as possible without putting the committee members in the position that they were making decisions beyond their scope. For example, she said the category skilled nursing services would cover a very large scope of services.

Mr. Barody called the question and the motion was carried unanimously. The necessary resolution was authorized for the next board meeting. A copy of a resolution request form is on file with the minutes.

Next, Mrs. Auer requested approval to back fill a Registered Nurse (RN) position due to a resignation that occurred without notice. She stated she had spoken with Mr. Barody last week about the situation when it occurred and he had given her permission to post the position in accordance with the CSEA contract requirements and in anticipation of asking the committee for its formal approval at this meeting.

Motion was made by Mr. Haskell, seconded by Mr. Champagne and carried unanimously to approve the aforementioned request, as presented, and to refer it to the Personnel Committee. A copy of Notice of Intent to Fill Vacant Position is on file with the minutes.

Mrs. Auer requested approval of a resolution to authorize out-of-state travel for Sharon Schaldone, Assistant Director of Patient Services, to attend the Honeywell HomMed User Conference in Las Vegas, Nevada, on August 16 – 19, 2006.

Privilege of the floor was extended to Ms. Schaldone. She noted as this was a national company the conference was being held in Las Vegas and it was identical to the user conferences they have attended about healthcare automation. Ms. Schaldone apprised all her expenses for the conference would be paid except for her airfare. She stated the conference is part of the department's contract with Honeywell HomMed for the telehealth monitoring equipment.

Motion was made by Mr. Haskell and seconded by Mr. Champagne to approve the request, as presented.

Dialogue ensued between Mr. Barody and Ms. Schaldone on the conference. Mr. Barody recalled she had just recently attended another conference that Honeywell HomMed was involved in. He commented she must have done a very good job there since the firm wanted her to attend this conference. Ms. Schaldone responded that conference was held by the American Telehealth Association and many vendors attended it. She stated because the agency had very good results with the Telehealth Program she had served as a poster person at the firm's booth. However, Ms. Schaldone explained this User conference was the same as the one in Rhode Island that Mr. Barody had attended. She noted such items that would be discussed were about future monitors, how other agencies do their programs, etc. Mr. Haskell spoke in support of participating in the conference.

Mrs. Parsons asked if Honeywell HomMed was looking for the County to promote their product

to agencies that do not have it now. Ms. Schaldone replied no. She explained the conference was for all members who already have either rental or purchase agreements with Honeywell HomMed for the equipment. In reply to Mr. Barody's query on what other educational programs there would be, Ms. Schaldone advised the agenda for the conference was included in the agenda packet with the resolution request for this item and she referred the committee members to the document.

Ms. Schaldone concurred with Mr. Barody that the County would be paying her salary while she was at the conference and her airfare while the firm would cover all the other costs. Relative to the cost of the airfare, Ms. Schaldone said she had not looked into that yet but she thought it would be about \$500 for a round trip like it was for the trip to the aforementioned user conference in San Diego, California. She confirmed for Mr. Mason that the department has the funds in their budget for attending conferences.

Mr. Barody called the question and the motion was carried unanimously. The necessary resolution was authorized for the next board meeting. A copy of the resolution request form is on file with the minutes.

Concluding the agenda, Mrs. Auer spoke on the status of the search for a Fiscal Manager for the department. She reported despite advertising the position in *The Post-Star*, *Saratogian* and other places they have not been successful in finding someone to fill the position. Mrs. Auer advised that 17 inquiries were received but only 14 resumes were submitted and only two interviews were conducted because a third potential candidate declined the interview because she did not want to have to take the required Civil Service test for the position.

Mrs. Auer advised there was an employee in the department who is currently a Senior Account Clerk who is qualified for the Fiscal Manager position but she has not been interested in pursuing it. However, Mrs. Auer said after she spoke with Mrs. Parsons and the employee again she has agreed to fill the position temporarily. She confirmed for Mr. Barody that she would continue to recruit for someone to fill the position permanently. In reply to Mr. Barody's questions, Mrs. Auer said under Civil Service regulations the position could be filled provisionally and if the employee did not take it permanently she would move back to the Senior Account Clerk position.

Relative to the problems with filling the Fiscal Manager position, Mr. Haskell stated obviously there was a problem with the salary. He recalled the salary issue had been discussed by the Personnel Committee and 30 days had been given to see what would happen and that time is up. Mr. Haskell recommended the issue be sent back to the Personnel Committee for further discussion. He commented if the salary had to be increased that would have to be done.

Motion was made by Mr. Haskell and seconded by Mr. F. Thomas to refer the salary issue for the Fiscal Manager position back to the Personnel Committee.

Mrs. Auer concurred with Mr. Barody that she had discussed the salary issue with people from

the private sector and she had obtained some good information on it. Mr. Barody noted the information showed that salaries for such a position varied widely. Mrs. Auer said she would provide the information to the Personnel Committee.

Mr. Barody called the question and the motion to refer the aforementioned issue to the Personnel Committee was carried unanimously.

Mrs. Auer stated with moving the employee to the Fiscal Manager position there was now a vacant Senior Account Clerk position that needed to be filled. She stated this was a full-time position so it needed to be filled. Mrs. Auer requested approval of a resolution to temporarily backfill the vacancy.

Motion was made by Mr. Haskell and seconded by Mr. F. Thomas to approve the aforementioned request, as presented.

Discussion ensued, and Mr. Haskell expressed concern about temporarily filling the Senior Account Clerk position. Mrs. Auer explained there were a couple of staff members who had passed the Senior Account Clerk test so one of them could fill the position temporarily. She confirmed they would understand that it was temporary. Mr. Barody asked what would then happen to their current position; and Mrs. Auer explained it would be backfilled at the Account Clerk level on a temporary basis. However, she said she had not gotten to that point yet, since this whole situation had just come up yesterday. Ms. DeLorenzo noted this was what the Personnel Officer suggested they do about the positions.

Mr. Barody queried if anyone could be hired to temporarily fill the Account Clerk position. Mrs. Parsons stated she thought if there was an existing list for that position someone could be hired temporarily for up to 90 days. She noted she believed there was a list; and Mrs. Auer said there was. Mrs. Parsons suggested it would be advisable to hire someone from the list on a temporary basis if they were willing to work temporarily because if someone who was not on the list was hired they would have to leave the position after 90 days.

Mr. Barody called the question and the motion to refer the request to fill the Senior Account Clerk position on a temporary basis was approved and referred to the Personnel Committee. A copy of a Notice of Intent to Fill Vacant Position is on file with the minutes.

There being no further business, on motion by Mr. Haskell and seconded by Mr. Sheehan, Mr. Barody adjourned the meeting at 10:08 a.m.

Respectfully submitted,

Katy Goodman, Secretary to the Clerk