

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: HEALTH SERVICES

DATE: SEPTEMBER 27, 2006

Committee Members Present:

Supervisors Sheehan
F. Thomas
Tessier
Champagne

Others Present:

Representing Health Services Department:

Patricia Auer, Director
Sharon Schaldone, Assistant Director, Home Care
Ginelle Jones, Assistant Director, Public Health
Services
Tawn Driscoll, Provisional Fiscal Manager
Joan Parsons, Commissioner of Administrative and
Fiscal Services
Joan Sady, Clerk, Board of Supervisors
Nicholas Caimano, Budget Officer
Supervisor Kenny
Supervisor VanNess
Supervisor Girard
Supervisor Gabriels
Joseph Fochler, Senior Account Executive, Delta Health
Technologies
Robert Lynch, Deputy County Treasurer
Katy Goodman, Secretary to the Clerk

Committee Members Absent:

Supervisors Haskell
Mason

Vacant:

Town of
Queensbury

Mr. Sheehan called the meeting to order at 9:36 a.m.

Due to the absence of a quorum for the meeting informational discussion was held.

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

Mr. Sheehan stated he would like to thank Mr. Barody, former Chairman of the Committee, for his dedication and service to the Health Services Department. He said Mr. Barody would certainly be missed.

Mrs. Auer welcomed Mr. Sheehan as the new Committee Chairman.

Mrs. Auer commenced with review of the agenda items. Under Pending Items, she stated a presentation on Point of Care was scheduled for the meeting and she asked if it would be all right with the Committee members if the presentation was made at the end of the meeting. The Committee members concurred with the request.

Next, Mrs. Auer stated relative to the status of the Department's Pandemic Flu Planning Efforts

agenda item, Ginelle Jones, Assistant Director, Public Health Services, had distributed copies of an update on the Department's recent efforts in this regard. A copy of the update is on file with the minutes.

Privilege of the floor was extended to Ms. Jones, and she referred the Committee members to the last paragraph of the update, which she noted concerned the County's Pandemic Influenza POD (Point of Distribution) Drill. She explained under the County's Pandemic Influenza Plan they were required to test the County's capability to hold three simultaneous PODs to provide the flu vaccine to the drill participants. Ms. Jones stated the participants in the drill would include first responders, EMS (Emergency Medical Services) people, firemen and funeral directors. She advised the State Department of Health (DOH) would provide up to 1000 doses of flu vaccine for free to be administered at the drill. Ms. Jones apprised the Department could charge an administration fee of \$15 for each dose of vaccine. However, she said because the drill would be for the various types of emergency services workers and they would be assisting the Department in its test, they would ask that they be allowed to waive the administration fee.

Mr. F. Thomas entered the meeting at 9:38 a.m. (With the presence of Mr. F. Thomas, there was a quorum existing with the members of the Committee.)

Mr. Tessier entered the meeting at 9:39 a.m.; and Mrs. Parsons entered at 9:40 a.m.

Discussion ensued, and Mrs. Auer expressed concern that if the fees were charged it would adversely affect the participation level which would then impact the test. However, she said they could go either way, and she was bringing the matter to the Committee members because she knew revenues were a concern. Mr. Champagne asked if the loss of the revenues would make a difference to the Department. Ms. Jones responded as they were looking at preparations for a pandemic flu event, they would want all types of emergency services workers to be vaccinated. However, she said historically that was not the case with this population. Ms. Jones noted the drill could also be used to educate those workers about the Department's pandemic flu planning efforts; and Mrs. Auer concurred.

Motion was made by Mr. Champagne and seconded by Mr. F. Thomas to approve the request to waive the \$15 administration fee for the flu vaccinations, etc.

Discussion ensued as Ms. Jones and Mrs. Auer responded to further questions from the Committee members on various aspects of the POD.

Mr. Sheehan 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 for the item is on file with the minutes.

Mrs. Auer noted as a quorum for the meeting was now present the minutes of the previous meeting could be approved.

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

Mrs. Auer proceeded with review of New Business items on the agenda. She spoke first on the issue of fees for County employees to receive the flu vaccinations. Mrs. Auer stated Resolution No. 565 of 2005 had established a fee of \$20.00 for the shots for County employees. She apprised this year they would be able to provide the shots to the employees for that cost so it would not be necessary to change the cost. Mrs. Auer explained pursuant to discussion with Joan Sady, Clerk of the Board of Supervisors, it would not be necessary to do another resolution for these costs unless the committee wished to change them.

In response to questions from the Committee members on the costs, Mrs. Auer apprised the Department did not lose money on the vaccinations at the \$20 fee. She advised they expected to receive the vaccine on time, and hoped there would be enough for everyone that wanted to receive it. The Committee members offered no objection to leaving the cost for the vaccinations at \$20.

Next, Mrs. Auer requested approval of a Transfer of Funds in the amount of \$500 to cover costs in the Preventive Salaries - Temp budget code. She advised that temporary clerical help was used when needed to assist in assuring information was kept up to date in patient records.

Motion was made by Mr. F. Thomas, seconded by Mr. Tessier and carried unanimously to approve the aforementioned resolution and to refer it to the Finance Committee. A copy of the Transfer of Funds is on file with the minutes.

Mrs. Auer requested approval of a resolution to authorize a contract with Toni Homenick, Special Educator, to provide special instruction for specific children enrolled in the Early Intervention Program.

Motion was made by Mr. F. Thomas, 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.

The next request Mrs. Auer presented was to amend Resolution No. 556 of 2006 to add Essex County as an authorized party with which Warren County may execute the Memorandum of Understanding (MOU) with Washington County as the lead agency for the USDA Telemedicine grant. She explained this was a technical amendment to the MOU that Trish Nenninger, Second Assistant County Attorney, had asked her to bring to the Committee members.

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 a resolution request form is on file with the minutes.

Mrs. Auer requested approval to backfill a vacant Account Clerk position, Grade 4, salary of \$23,296, that resulted from the promotion of the previous employee in the position to a Senior Account Clerk when the employee in that position became the Fiscal Manager. She stated the position had been filled by a temporary employee and now the (Civil Service) test would be given so a list would be coming out soon.

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

Concluding the Health Services Department's agenda items, Mrs. Auer stated she had included copies of an article in the agenda packet that she had received from NYSAC (New York State Association of Counties) regarding a situation that occurred in Clinton County concerning their Preschool Program expense. She stated the County had recently been hit with a very substantial bill from the reconciliation of the program's expenses by the State Education Department. Mrs. Auer said this was an informational item, and if anyone was going to the NYSAC Conference (being held this week) they might want to attend the sessions relative to this issue. She explained the State Education Department had used the same rate setting methodology for years, but they really needed to look at that methodology and at getting the costs back to the Counties much quicker than it did now. Mrs. Auer advised this situation could happen to this County. She said if the Committee members wished, she could discuss the matter in more length at the next Committee meeting. She stated lobbying efforts on this issue should be pursued.

General discussion ensued.

Next, Mrs. Auer presented two resolution requests on behalf of the Warren County Employee Health Committee. The first request was for approval of a resolution to authorize a contract with Jay Rifembary, President of The Rifembary Training & Development Center, for the provision of two one-hour motivational presentations to Warren County Employees in October. She noted the date would be October 24th and the sessions would be from 2:00 p.m. to 3:00 p.m. and 3:00 p.m. to 4:00 p.m.

Mrs. Auer advised in the past few years various presentations of this type had been offered by the Employee Health Committee and they had been well attended by County employees. She apprised the total cost for the speaker would be \$1,500 and the funds were already budgeted in the 2006 Employee Health Committee budget.

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

The second resolution request, Mrs. Auer stated was to authorize Department heads to release employees interested in attending the motivational presentations for one-hour periods at

staggered times so as not to compromise the continuity of operations in any department.

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 a resolution request form is on file with the minutes.

Mr. VanNess entered the meeting at 9:55 a.m.

Mrs. Auer stated at the last Department Head meeting the Department Heads were asked to provide their Department's Revenue and Expenditure Reports and Overtime Lists to the Committee members at each Committee meeting. She advised they did not have the reports this month because they had been involved in preparing the budget. The overtime information would be easy for them to compile monthly and they could provide the Revenue and Expenditure Reports monthly, she said. However, Mrs. Auer explained she was concerned that because of the way the Department's billing cycles fell, the Committee members would not see much change in those figures on a monthly basis. Thus, she noted perhaps those reports could be provided quarterly. Mr. Sheehan responded if it was not a problem for them to bring the reports monthly he would like them to do so. Mrs. Auer commented she did not want the Committee members to think there would be big news on the revenues each month; and Mr. Sheehan said they would be aware that would not be the case. Mrs. Auer acknowledged the request.

Mrs. Auer stated the aforementioned presentation on the Point of Care (POC) system would be made now. Privilege of the floor was extended to Ms. Schaldone, and she explained the system was the clinical record piece they had discussed previously with the Committee members relative to the automation of the Department's Home Care Division's care and records keeping procedures.

Ms. Schaldone introduced Joseph Fochler, Senior Account Executive, Delta HealthTechnologies, who provided a power point presentation to the Committee members on the POC system. A copy of the power point presentation is in writing and on file with the minutes. Mr. Fochler also left additional folders of information on the system for the Committee members to peruse at their convenience. Two of the packets are on file with the minutes. He invited the Committee members to ask any questions they might have at any time during the presentation.

Mr. Kenny left the meeting at 10:00 a.m.; Mrs. Parsons returned to the meeting at 10:01 a.m.; and Mr. Lynch entered the meeting at 10:15 a.m.

Brief discussion ensued as Mr. Fochler responded to questions on various aspects of the system.

Mrs. Auer stated one of the concerns of the Supervisors was the cost of the initial investment. She asked where Mr. Fochler saw the cost going, i.e., would this be the right year to acquire the system or would it cost half as much next year. Mr. Fochler responded they contracted with the entire State of South Carolina and with Washington County (New York). He advised they had put

together a proposed price that would be very favorable to the County that took into consideration the County's situation and what equipment the County would need. Mr. Fochler explained at first the Department had a back office system and it was thought perhaps only the clinical piece would be needed, and then that could be hooked up with the back office system. However, he apprised he had obtained a substantial reduction off the list price of the back office system and the company would be giving the County that system. Mr. Fochler noted they did not want to have to interface different systems as that created other problems.

Mr. Gabriels entered the meeting at 10:16 a.m.

Mr. Fochler advised the proposal also included a reduced price for the POC license. Thus, he said he did not think there would be a better time to purchase the system. If, Mr. Fochler noted the idea was to wait for a couple of years, he did not know whether or not the spirit to provide the back office system would still be there. However, he said the price would still be favorable down the road.

Mr. Caimano stated the issue for the County was the initial investment because the County did not have a quarter-of-a-million dollars to put into a program. He asked what could be done about that. Mr. Fochler asked if the need was to remove dollars from the investment and put them into subsequent years. He stated the company could be creative with a financing model to fit the situation. Mr. Fochler noted some agencies started small and then added on towards having every clinician in their agency automated. Mr. Caimano responded that seemed to defeat the purpose of being automated. In reply to Mr. Caimano's query about financing the costs; Mr. Fochler said they could work with the County on that. He stated they could do a leasing approach if the County would be interested.

Mr. Sheehan asked if Mr. Fochler could put together a package of the different offers and get back to the Committee. Mr. Fochler confirmed he could do that.

Mr. Sheehan thanked Mr. Fochler for his presentation; and Mr. Fochler thanked the Committee members for their time.

There being no further business to come before the committee, on motion by Mr. F. Thomas , and seconded by Mr. Tessier, Mr. Sheehan adjourned the meeting at 10:19 a.m.

Respectfully submitted,

Katy Goodman, Secretary to the Clerk