

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: BUDGET - PUBLIC HEALTH

DATE: AUGUST 11, 2008

COMMITTEE MEMBERS PRESENT:

SUPERVISORS GERAGHTY
BELDEN
O'CONNOR
CHAMPAGNE
KENNY
SHEEHAN
MERLINO

OTHERS PRESENT:

REPRESENTING PUBLIC HEALTH:

PAT AUER, DIRECTOR
TAWN DRISCOLL, FISCAL MANAGER
TAMMIE DELORENZO, CLINICAL & FISCAL INFORMATICS
COORDINATOR
CHAIRMAN MONROE
HAL PAYNE, COMMISSIONER OF ADMINISTRATIVE & FISCAL SERVICES
JOANN MCKINSTRY, DEPUTY COMMISSIONER OF ADMINISTRATIVE &
FISCAL SERVICES
JOAN SADY, CLERK OF THE BOARD
SUPERVISORS SOKOL
STEC
TESSIER
THOMAS
ALYSON MARTIN, *THE POST STAR*
TOM RANDALL, *THE ADIRONDACK JOURNAL*
AMANDA ALLEN, SR. LEGISLATIVE OFFICE SPECIALIST

Mr. Geraghty called the meeting of the Budget Committee to order at 11:10 a.m.

Copies of the 2009 Warren County Health Services Budget request were distributed to the Committee members and a copy of same is on file with the minutes.

The Budget request consisted of 14 sections which were as follows:

1. Health Services A.4010;
2. Physically Handicapped Children A.4011;
3. Long Term Home Health Care A.4016;
4. Preventive Program A.4018;
5. Preventive Program - Family Health A.4018 0020;
6. Preventive Program - Disease Control A.4018 0030;
7. Preventive Program - Health Education A.4018 0040;
8. Preventive Program - Tobacco Entitlement A.4018 0055;
9. Laboratory A.4025;
10. Physically Handicapped Programs A.4046;
11. Ed/Physically Handicapped Children A.4054;
12. Ed/Physically Handicapped Children-Early Intervention A.4054 0060;
13. Public Health - Bio Terrorism A.4189;
14. Employee Health Committee A.9061.

Beginning with the first section, Health Services A.4010, Mr. Geraghty questioned a \$25,000 appropriation for Automotive Equipment in Code A.4010 230. Pat Auer, Director of Public Health, apprised that the appropriation had been included at the direction of DPW Fleet Management staff who had determined that it was appropriate

to replace two of the fleet vehicles currently being used by the Public Health Nursing staff. Mr. Kenny asked what vehicles would be replaced and Tawn Driscoll, Fiscal Manager, replied that both vehicles were late 1990's models with mileage in the range of 80,000 miles.

Subsequent to discussion on the matter, it was the determination of the Committee that new vehicle purchases were not necessary and that the \$25,000 appropriation for two new vehicles listed under the Automotive Equipment Code A.4010 230 should be removed from the Budget request.

Mr. Geraghty pointed out that the totals listed under the Contractual 400 Codes were approximately \$16,000 higher for the 2009 Budget request, while estimated revenues had decreased by about \$116,000 and he asked for an explanation of this. Mrs. Auer apprised that Code A.4010 411, Rent-Building/Property, had increased by \$10,000 as when the CASA (Community Alternative Systems Agency) Unit was moved to the CNA Building the Health Services Department assumed the space they had vacated and therefore they had also assumed the rental costs accompanying this space.

Hal Payne, Commissioner of Administrative & Fiscal Services, questioned if the rent costs were funded completely through State Aid and Tammie DeLorenzo, Clinical and Fiscal Informatics Coordinator, replied in the negative. She advised that although rent costs were used to determine the amount of Medicare and Medicaid reimbursement received, the costs were not completely recovered through this funding. Ms. DeLorenzo stated that it was very important to pay Warren County for these costs for inclusion in the Medicaid and Medicare reimbursement process.

Mr. Geraghty asked what provisions were included under Code A.4010 428, Data Processing & Internet Fees, for which \$105,000 had been requested. Ms. DeLorenzo apprised that the costs were for the maintenance contract and agreement for the Point of Care Project, which totaled \$60,000 per year and was billed as a monthly fee to cover all updates to the system. She reminded the Committee that the Budget Worksheet Report reflected a vast increase in this Code in comparison to the 2007 Actual Budget amounts due to the fact that the Point of Care System was not in place at that time. Ms. Driscoll interjected that the old system would have to be maintained for about another year until it was no longer necessary and the costs for maintenance of the old system had been included in the 2009 Budget Request. She said that once the old system was no longer necessary, only costs for the new system would be accounted for.

Mr. Champagne asked what percentage of the \$60,000 for the Point of Care Project was reimbursable through the State and Ms. DeLorenzo replied that it was a minimum of 36%, she added that these costs were also included in determining the Medicaid and Medicare reimbursement rates.

Subsequent to discussion, the A.4010 Health Services 2009 Budget Request was reduced by a total of \$32,500 as follows:

- A.4010 230, Automotive Equipment, reduced to \$0, *savings of \$25,000*;
- A.4010 436, Advertising Fees, reduced to \$2,500, *savings of \$2,500* and
- A.4010 444, Travel/Education/Conference, reduced to \$5,000, *savings of \$5,000*.

Proceeding to the Physically Handicapped Children, Code A.4011, Budget, Mr. Geraghty noted that the 2009 Budget request was for \$5,650, the same as had been appropriated for the 2008 Budget.

Mr. Kenny pointed out that Code A.4011 423, Telephone, reflected that a total of \$108.68 was spent in 2007, while \$200 was appropriated for 2008 and was being requested for 2009. Additionally, he noted that while only \$11.59

had been spent under Code A.4011 424, Postage, in 2007, \$200 had been appropriated for 2008 and was being requested for 2009. Ms. Driscoll advised that in both instances, the 2008 figures had simply been carried forward in the 2009 Budget request.

Subsequent to discussion, the Physically Handicapped Children, A.4011, 2009 Budget Request was reduced by \$225 as follows:

- A.4011 423, Telephone, reduced to \$125, *savings of \$75* and
- A.4011 424, Postage, reduced to \$50, *savings of \$150*.

Mr. Geraghty apprised that the WIC (Women, Infants & Children), Code A.4013, 2009 Budget request reflected an increase in Contractual costs of approximately \$63,000.

Ms. DeLorenzo apprised that the WIC program was fully funded by the State and the only difference between the expenditures and revenues was an error in the salary schedule. She said that once the personnel change was made the reports would reflect a zero net effect to the County. Mr. Geraghty asked if employee benefits were included in the State funding and Mrs. Auer replied affirmatively.

No changes were made to the WIC A.4013 2009 Budget request.

Continuing to the Long Term Home Health Care (LTHHC) Code A.4016 2009 Budget Request, Mr. Geraghty noted that the request reflected anticipated revenues that were higher than expenditures and Ms. DeLorenzo apprised that this was because the LTHHC was a program that the Health Services Department was permitted to bill for. She added that this program consisted mainly of patients who were Medicaid recipients partaking of the Telemed Program; therefore, she said, the LTHHC program stood the best chance of recouping the Telemed expenses.

Mr. Belden noted that the total for the Salary Codes in the 2009 Request were only \$206,328, as opposed to the figure of \$240,355 listed in the 2008 Amended Budget and he asked if a loss of staff had led to this decrease. Mrs. Auer replied in the negative, noting that this was most likely a case where an employees salary had been listed incorrectly under another section of the Budget Request.

Mr. Geraghty noted that the total for Code A.4016 470, Contract, had increased significantly from the 2007 expenditure figures and he asked if these contracts were paid for at the beginning of each year to which Ms. DeLorenzo replied in the negative, advising that the contracts were paid on a per visit basis according to the area visited. Mr. Geraghty pointed out that approximately \$200,000 of the \$447,305 figure budgeted for 2008 had been used and Ms. Driscoll advised that the figure quoted might not include all of the current billing for the month of July as invoice processing ran behind. She added that by her estimation the total at the end of the year could come very close to the figure budgeted; however, she said, they would not know until the end of the year when all of the services rendered were accounted for.

Mr. Geraghty suggested that the total for Code A.4016 470, Contract, be reduced to \$425,000 for the 2009 appropriation and Ms. Driscoll noted that it was important to keep in mind that the Therapists involved with the contracts had not received an increase in rates for over five years until March of 2007, when an increase in the per visit rates was approved. She said that because of this there was not a Budget Worksheet Report that reflected the impact of the increase over a full year, nor where they would be in 2008 or 2009. Mr. Sokol suggested that the 2009 Budget Request be reduced to \$440,000, rather than to \$425,000 as suggested by Mr. Geraghty, and Ms. Driscoll

stated that she would feel much more comfortable with the more lenient reduction. Mr. Champagne stated that he agreed with the reduction to \$440,000 as he did not want to risk a shortage in this Code.

Subsequent to discussion, the Long Term Home Health Care, A.4016, 2009 Budget Request was reduced by \$9,000 as follows:

- A.4016 441, Auto Supplies, reduced to \$2,000, *savings of \$1,500*;
- A.4016 444, Travel/Education/Conference, reduced to \$500, *savings of \$500* and
- A.4016 470, Contract, reduced to \$440,000, *savings of \$7,000*.

Moving on to the Preventive Program Code A.4018 2009 Budget Request, Mr. Belden questioned an increase in Code A.4018 110, Salaries - Regular, of approximately \$53,000. Mrs. Auer apprised that the increase was a direct result of the addition of salary for Ms. DeLorenzo's position, which had been added for 2008. Mr. Sokol apprised that the revenues received from the Point of Care Program would offset Ms. DeLorenzo's salary; Mrs. Auer apprised that when the position was approved documentation had been provided that the additional position would cause a minimal cost to the County as it was offset by a position she had deleted. She noted that documentation was available to support the minimal costs stated, which she said she would forward to Mr. Belden for his review.

Mr. Belden then asked why income was reflected under Code A.4018 3403, Family Health Prevention Program, for 2007 but not for 2008 or 2009. Ms. DeLorenzo apprised that although revenues for this Code had been included under the Prevention Program section of the Budget for 2008, this was not the correct placement and it had been corrected for 2009 to place the revenues under the Family Health section of the Budget, as was appropriate.

Mrs. Auer directed the Committee members to the salmon colored sheet entitled Requested Personnel Changes for 2009, which was included in the Budget Request. She explained that although she understood the fiscal constraints facing the County for 2009, she felt that the reclassification of a current Senior Clerk position, base salary \$24,480, to that of a Principal Clerk, base salary of \$28,041, was necessary as the job duties and responsibilities of the position exceeded those of a Senior Clerk. Mr. Geraghty asked if the increased salary of the position reclassification would be offset by the two positions previously deleted within the Department and Ms. Auer replied affirmatively, noting that there would actually be additional savings to the County.

Subsequent to discussion, the 2009 Budget Request for Code A.4018, Preventive Program, was reduced by \$1,200 as follows:

- A.4018 423, Telephone, reduced to \$400, *savings of \$100*;
- A.4018 424, Postage, reduced to \$300, *savings of \$200*;
- A.4018 441, Auto - Supplies & Repair, reduced to \$300, *savings of \$200*;
- A.4018 444, Travel/Education/Conferences, reduced to \$300, *savings of \$200* and
- A.4018 445, Foods, reduced to \$500, *savings of \$500*.

Proceeding to the Preventive Program - Family Health Code A.4018 0020 2009 Budget Request, Mrs. Auer apprised of her request to delete two positions, a Senior Clerk and a Word Processing Operator each with a base salary \$24,480, and add a new position of Supervising Public Health Nurse with a base salary of \$56,150. She explained that the new position was necessary to reduce the overwhelming workload being handled by Ginelle Jones, Assistant Director of Public Health. Mrs. Auer noted that approval had been given to fill the two vacant positions that they intended to delete; however, the positions had not been filled and per diem services had been used to complete the

work associated with the positions. She said that although the salaries of the two positions to be deleted did not total the base salary for the new position, State Aid would be granted in connection with it, which would make up the difference.

Mr. Payne asked if there were any Supervising Public Health Nurse positions currently and Mrs. Auer replied in the negative.

No changes were made to the Preventive Program - Family Health Code A.4018 0020 Budget Request.

Continuing, the Committee reviewed the Preventive Program - Disease Control Code A.4018 0030 Budget Request. Subsequent to their review, the Committee reduced the Budget by \$3,900, as follows:

- A.4018 0030 410, Supplies, reduced to \$2,000, *savings of \$1,000*;
- A.4018 0030 422, Repairs, reduced to \$100, *savings of \$100*;
- A.4018 0030 424, Postage, reduced to \$2,500, *savings of \$1,500*;
- A.4018 0030 427, Membership and dues, reduced to \$200, *savings of \$200*;
- A.4018 0030 436, Advertising Fees, reduced to \$500, *savings of \$500*;
- A.4018 0030 439, Miscellaneous Fees & Expenses, reduced to \$200, *savings of \$300* and
- A.4018 0030 441, Automotive - Supplies & Repair, reduced to \$200, *savings of \$300*.

Proceeding to the Preventive Program - Health Education, Code A.4018 0040, 2009 Budget Request, Mr. Geraghty questioned the slight increase in Part-Time Salaries, Code A.4018 0040 130. Mrs. Auer apprised that two employees, one part-time and the other full-time, had switched positions and the person assuming the part-time position had earned more longevity pay than the other employee which had resulted in the increase.

Ms. Driscoll noted that the anticipated revenues included in the 2009 Budget request had decreased slightly as two grants, the Ryan White and Health Heart grants, had ended. She added that the Health Educator staff were currently working to attain other grant funds for 2009; however, she said, these were not included in the anticipated revenues as they could not be sure of what would be received.

Subsequent to their review, the Committee reduced the Preventive Program - Health Education, Code A.4018 0040, Budget Request by \$2,450 as follows:

- A.4018 0040 435, Medical Fees, reduced to \$1,000, *savings of \$2,000*;
- A.4018 0040 444, Travel/Education/Conference, reduced to \$750, *savings of \$250* and
- A.4018 0040 445, Foods, reduced to \$200, *savings of \$200*.

The Committee reviewed the Preventive Program - Tobacco Entitlement, Code A.4018 0055, 2009 Budget Request, and determined that no reduction would be made.

Continuing to the Laboratory, A.4025, 2009 Budget Request, Ms. Driscoll apprised that this Budget was necessary in seeking State Aid to reflect that funds had been appropriated if needed for laboratory services.

No reductions were made to the Laboratory, A.4025, 2009 Budget Request.

Mr. Geraghty directed the Committee to the Physically Handicapped Programs, Code. A.4046, 2009 Budget

Request, which was \$6,000, the same amount that had been appropriated for 2008, while only \$373.18 had been spent in 2007. Mrs. Auer apprised that the Physically Handicapped Program was not mandated and although it was an amenity, it was not necessary. She added that there were now alternate places to refer people for the services that would be granted under this Program and although she would like to retain some funding in the Program, the appropriation could be reduced as the Program would only be used as a last resort fund for those persons who had already been denied Medicaid benefits.

Mr. Geraghty suggested that Code A.4046 435, Medical Fees, be reduced to \$1,000, and the Committee agreed. Ms. DeLorenzo noted that the revenues received from State Aid would be 50% of the appropriation amount and should be reduced to \$500.

Pursuant to their review, the Committee determined that the 2009 Budget Request for Code A.4046, Physically Handicapped Programs, should be reduced by \$5,000 as follows:

- A.4046 435, Medical Fees, reduced to \$1,000, *savings of \$5,000.*

Continuing to the Education of Physically Handicapped Children, Code A.4054, 2009 Budget Request, Mrs. Auer apprised that this Budget was comprised of the costs for programs mandated by the State of New York. She said that there was a great demand in services and she did not foresee these increases changing in the near future. Mrs. Auer said that she and her staff attempted to maximize revenues at every opportunity; however, she said, she feared that Medicaid reimbursements might not be as great as they had been in the past as they were already learning of possible funding cuts in areas such as transportation and such. She stated that in developing the budget for these programs they used worst-case-scenario figures as the demand for such services continued to grow at a tremendous rate each year.

Subsequent to discussion on the 2009 Budget Request for Code A.4054, Education of Physically Handicapped Children, the Committee determined that no reduction would be made.

Mrs. Auer stated that the next section of the Budget Request, Code A.4054 0060, Education Physically Handicapped Children - Early Intervention, also consisted mainly of costs for State mandated programs for which there was growing public demand.

Pursuant to discussion, the Committee determined that there would be no reduction in the Code A.4054 0060, Education of Physically Handicapped Children - Early Intervention, 2009 Budget Request.

Proceeding to the Public Health - Bio Terrorism, Code A.4189, 2009 Budget Request, Mrs. Auer apprised that this Budget was completely funded through State Aid and had no fiscal impact to the County.

Based on the information provided by Mrs. Auer, the Committee determined that there would be no reductions made to the Public Health - Bio Terrorism, Code A.4189, 2009 Budget Request.

Concluding the Budget review, Mrs. Auer presented the Employee Health Committee, Code A.9061, 2009 Budget Request, which consisted of an appropriation of \$6,000, which was identical to the 2008 appropriation. Mr. Geraghty pointed out that only \$2,840 had been spent in 2007 and although the programs provided through this funding were beneficial to Warren County employees, he felt that it was unrealistic to double that amount for 2009 due to the financial constraints faced.

Subsequent to discussion on the matter, the Committee determined that the Employee Health Committee, A.9081, 2009 Budget Request would be reduced by \$2,000 as follows:

- A.9061 889, Employees Health, reduced to \$4,000, *savings of \$2,000.*

Mr. Champagne stated that he felt it was inappropriate for the Employee Health Committee budget to be included under Public Health and that it would be more appropriately placed under Human Resources as the program was to benefit all County employees. Mr. Payne countered that the program was included under the umbrella of Health Services as the efforts of the Employee Health Committee were primarily directed by two Health Educators who worked in the Health Services Department.

Mr. Geraghty thanked the Committee members and Health Services staff for their efforts in reducing the 2009 Budget requests.

As there was no further business to come before the Budget Committee, on motion made by Mr. Champagne and seconded by Mr. Sheehan, Mr. Geraghty adjourned the meeting at 12:44 p.m.

Respectfully submitted,
Amanda Allen, Sr. Legislative Office Specialist

SUMMARY OF CHANGES MADE TO HEALTH SERVICES 2009 BUDGET REQUEST:

<u>Budget Code:</u>	<u>Requested Amt.:</u>	<u>Reduced Amt.:</u>	<u>Savings:</u>
Health Services A.4010			
230, Automotive Equipment	\$25,000	\$ 0	\$25,000
436, Advertising Fees	5,000	2,500	2,500
444, Travel/Education/Conference	10,000	5,000	5,000
		Subtotal:	32,500
Physically Hand. Children A.4011			
423, Telephone	200	125	75
424, Postage	200	50	150
		Subtotal:	225
Long Term Home Health Care A.4016			
441, Auto - Supplies & Repair	3,500	2,000	1,500
444, Travel/Education/Conference	1,000	500	500
470, Contract	447,000	440,000	7,000
		Subtotal:	9,000
Preventive Program A.4018			
423, Telephone	500	400	100
424, Postage	500	300	200
441, Auto - Supplies & Repair	500	300	200
444, Travel/Education/Conference	500	300	200
445, Foods	1,000	500	500
		Subtotal:	1,200
Preventive Program - Disease Control A.4018 0030			
410, Supplies	3,000	2,000	1,000
422, Repair/Maint - Equipment	200	100	100
424, Postage	4,000	2,500	1,500
427, Memberships & Dues	400	200	200
436, Advertising Fees	1,000	500	500
439, Misc Fees & Expenses	500	200	300
441, Auto - Supplies & Repair	500	200	300
		Subtotal:	3,900
Preventive Program - Health Education A.4018 0040			
435, Medical Fees	4,000	1,000	3,000
444, Travel/Education/Conference	1,000	750	250
445, Foods	400	200	200
		Subtotal:	3,450
Phys. Handicapped Programs A.4046			
435, Medical Fees	6,000	1,000	5,000
		Subtotal:	5,000
Employee Health Committee A.9061			
889, Employees Health	6,000	4,000	2,000
		Subtotal:	2,000
			<u>Grand Total: \$57,275</u>