

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: HEALTH SERVICES

DATE: AUGUST 24, 2011

COMMITTEE MEMBERS PRESENT:

SUPERVISORS SOKOL
THOMAS
TAYLOR
MCDEVITT

COMMITTEE MEMBER ABSENT:

SUPERVISOR CHAMPAGNE

OTHERS PRESENT:

REPRESENTING WESTMOUNT HEALTH FACILITY:

BARBARA TAGGART, ADMINISTRATOR
BETSY HENKEL, COMPTROLLER
SUSAN BARTHOLOMEW, DIRECTOR OF NURSING

REPRESENTING THE DEPARTMENT OF PUBLIC HEALTH:

PAT AUER, DIRECTOR OF PUBLIC HEALTH/PATIENT SERVICES
SHARON SCHALDONE, ASSISTANT DIRECTOR OF HOME CARE DIVISION
GINELLE JONES, ASSISTANT DIRECTOR OF PUBLIC HEALTH DIVISION
TAMMIE DELORENZO, CLINICAL & FISCAL INFORMATICS COORDINATOR

DANIEL G. STEC, CHAIRMAN OF THE BOARD

PAUL DUSEK, COUNTY ATTORNEY/ADMINISTRATOR

JOAN SADY, CLERK OF THE BOARD

SUPERVISORS BENTLEY

KENNY

STRAINER

WOOD

DON LEHMAN, *THE POST STAR*

CHARLENE DiRESTA, SR. LEGISLATIVE OFFICE SPECIALIST

Mr. Sokol called the meeting of the Health Services Committee to order at 9:09 a.m.

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

Privilege of the floor was extended to Barbara Taggart, Administrator of Westmount Health Facility, who distributed copies of the agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Commencing the agenda review, Ms. Taggart requested a contract with VOHRA Wound Physicians to provide wound care to the residents of Westmount Health Facility for a term commencing October 1, 2011 and terminating upon 30 days written notice by either party at no cost to the County, as the vendor would bill Medicaid and Medicare directly. Paul Dusek, County Attorney/Administrator, questioned if there were any agencies that provided the same service locally and noted that VOHRA Wound Physicians were based in Fort Lauderdale, Florida. Ms. Taggart replied that she had spoken to the doctor who would visit the Facility and she lived in Long Island but visited this area at least once a week. Susan Bartholomew, Director of Nursing, pointed out that while there were local wound care centers, they all required that the residents be transported to the center for treatment. However, she added, VOHRA Wound Physicians would visit the residents at Westmount Health Facility. Mr. Dusek questioned the amount that VOHRA Wound Physicians would bill Medicaid and Medicare annually and Ms. Bartholomew estimated under \$10,000 a year and 2 to 3 residents per week. Mr. McDevitt requested the Committee be supplied with a quarterly report on the residents receiving wound care treatment and Ms. Taggart replied that she would do so.

Following further discussion on the matter, motion was made by Mr. McDevitt, seconded by Mr. Taylor and carried unanimously to authorize the contract with VOHRA Wound Physicians as outlined

above. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the September 16, 2011 Board meeting.*

Ms. Taggart requested authorization to award the contract for construction services for the installation of automatic fire sprinklers, fire alarm panel replacement and carbon monoxide detectors at Westmount Health Facility to the lowest responsible bidder. Mr. Thomas asked if there was an estimate available on the costs and Ms. Taggart replied in the negative and explained that there was grant funding available in the amount of \$495,000 and approximately \$100,000 remaining in the Capital Project to cover the cost. Mr. Dusek recommended that the Committee authorize awarding the contract to the lowest responsible bidder contingent on the cost of the contract being less than the amount available in the Capital Project and the grant funding.

Motion was made by Mr. Taylor, seconded by Mr. Thomas and carried unanimously to award the contract for construction services for the installation of automatic fire sprinklers, fire alarm panel replacement and carbon monoxide detectors at Westmount Health Facility to the lowest responsible bidder contingent on the bid being less than the amount available in grant funding and the Capital Project. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the September 16, 2011 Board meeting.*

Ms. Taggart requested to charge off uncollected debt from three residents of Westmount Health Facility totaling \$40,789.42. She explained that she had been working with the County Attorney's Office and all means of collection had been exhausted.

Motion was made by Mr. Taylor, seconded by Mr. Thomas and carried unanimously to charge off uncollected debt as outlined above. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the September 16, 2011 Board meeting.*

Ms. Taggart requested a transfer of funds between various codes totaling \$171,386 to reflect the purchase of a knox box (a box containing keys to the Facility for access by emergency personnel), nursing agency fees for emergency coverage, overtime and per diem coverage and health insurance for retirees. Mr. Taylor asked the time period for the nursing agency fees and Betsy Henkel, Comptroller, replied July and August. Ms. Bartholomew noted that it was most difficult to cover the Facility in July and August due to an increase in vacation time.

Motion was made by Mr. Thomas, seconded by Mr. McDevitt and carried unanimously to approve the request for a transfer of funds as outlined above and to forward same to the Finance Committee. *A copy of the Request for Transfer of Funds form is on file with the minutes.*

Ms. Taggart requested approval for Patricia Hawley, Health Information Manager, to enroll in a job-related course at SUNY (State University of New York) Canton entitled "Human Resource Management", starting on August 22, 2011 and ending in December 2011. She noted that Ms. Hawley dealt with Human Resources related issues of the Facility and Ms. Bartholomew and she felt it was appropriate to approve the request.

Motion was made by Mr. McDevitt, seconded by Mr. Thomas and carried unanimously to approve the request to enroll in a job related course as outlined above and to forward same to the Personnel Committee. *A copy of the Application for Approval to Enroll in Job-Related Courses by Employee is on file with the minutes.*

Pertaining to the staffing report, Ms. Taggart said the Facility had one vacant RN (Registered Nurse) position; two vacant LPN (Licensed Practical Nurse) positions; six vacant CNA (Certified Nursing Assistant) positions; two LPN's on medical leave; one CNA on medical leave; and one Dietary Food Service Helper on medical leave. She reported that although there had been no viable applicants for the vacant LPN positions, there were two candidates being interviewed for the RN position and four applicants for the CNA positions.

Concerning the overtime report, Ms. Taggart stated that the Facility continued to remain within the budget for overtime usage. She said that the number of employees on medical leave and the number of vacant positions necessitated the need to utilize the nursing agency, per diems and overtime in order to ensure proper coverage.

Ms. Taggart requested to fill the vacant position of Food Service Helper, base salary of \$26,706, due to termination. She noted there would be a savings to the budget of \$6,567 due to the amount of longevity accumulated by the previous employee. Mr. Thomas asked if the position was necessary and Ms. Taggart replied affirmatively.

Motion was made by Mr. McDevitt, seconded by Mr. Thomas and carried unanimously to approve the request to fill the vacant position as outlined above and to forward same to the Personnel Committee. *A copy of the Notice of Intent to Fill Vacant Position form is on file with the minutes.*

Ms. Taggart requested a transfer of funds in the amount of \$350 from Westmount, Housekeeping Services, Supples (EF.82400.5906 410) to Westmount, Housekeeping Services, Other Equipment (EF.82400.5803 260) to reflect the purchase of five new wash buckets. She noted that the buckets had not been replaced in the last 25 years.

Motion was made by Mr. Taylor, seconded by Mr. Thomas and carried unanimously to approve the request for a transfer of funds as outlined above and to forward same to the Finance Committee. *A copy of the Request for Transfer of Funds form is on file with the minutes.*

Ms. Bartholomew reported that the new process for the CMS (Center for Medicare and Medicaid Services) QIS (Quality Indicator Survey) would result in all long term care facilities having an increase in low level deficiencies. She said that facilities that had previously had four or five deficiencies were now receiving fourteen or fifteen deficiencies.

Pertaining to the Elder Justice Act, Ms. Bartholomew explained that the Federal Government had become more involved in the reporting process of elder abuse, mistreatment and neglect. In the past, she continued, the Facility had a longer time frame to investigate suspected elder abuse; however, she added, they now had 24 hours to file a report. She noted that the Facility was now responsible for reporting suspected elder abuse to CMS and the law enforcement agencies. She informed that fines for delayed reporting had increased from \$2,000 to \$3,000 per incident to \$200,000 to \$300,000 per incident. Ms. Taggart announced that the Elder Justice Act would be implemented in October of 2011. Mr. Dusek said there would most likely be an increase in the number of cases reported, as facilities would report any suspicions in order to avoid the fines.

Pertaining to the CMS QIS, Mr. Dusek commented that the surveys would be more stringent; however, he continued, Westmount Health Facility planned to perform mock surveys in order to be prepared. He said the Facility would strive to have as few deficiencies as possible. Ms. Taggart noted that the previous survey process took four days and the new process would take seven to nine days to complete.

A brief discussion ensued.

Mr. Sokol announced that a brief executive session was necessary to discuss the employment history of a particular person.

Motion was made by Mr. Taylor, seconded by Mr. McDevitt and carried unanimously that executive session be declared pursuant to Section 105 (f) of the Public Officers Law.

Executive session was declared from 9:39 a.m. to 9:44 a.m.

The Committee reconvened and Mr. Sokol noted that no action was necessary pursuant to the executive session.

This concluded the Westmount Health Facility portion of the Committee meeting and the Health Services portion of the Committee meeting commenced at 9:47 a.m.

Privilege of the floor was extended to Pat Auer, Director of Public Health/Patient Services, who distributed copies of the agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Commencing the agenda review, Ms. Auer requested to amend the 2011 County budget to increase estimated revenues and appropriations in the amount of \$14,250 to reflect receipt of funds received from the State Homeland Security Program.

Motion was made by Mr. Thomas, seconded by Mr. Taylor and carried unanimously to approve the request to amend the 2011 County budget as outlined above and to forward same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

Ms. Auer requested approval for Patricia Belden, Public Health Nurse (PHN), to enroll in two job-related courses at SUNY (State University of New York) Albany entitled "Community Based Public Health" and "Capstone Seminar", starting August 29, 2011 and ending December 7, 2011. She explained that Ms. Belden was in the process of obtaining a Master's Degree in Public Health and had a scholarship which paid the full cost of her tuition. She noted the request was for 50% reimbursement for books and associated course fees totaling \$202.08 (\$101.04 reimbursement).

Motion was made by Mr. Thomas, seconded by Mr. McDevitt and carried unanimously to approve the request to enroll in a job-related course as outlined above and to forward same to the Personnel Committee. *A copy of the Application for Approval to Enroll in Job-Related Courses by Employee is on file with the minutes.*

Ms. Auer requested a transfer of funds in the amount of \$2,500 from the Bioterrorism-Supplies Code (A.4189.410) to the Bioterrorism-Office Equipment Code (A.4189.220) to reflect the purchase of equipment utilizing funds from the Office of Homeland Security Grant.

Motion was made by Mr. Taylor, seconded by Mr. McDevitt and carried unanimously to approve the request for a transfer of funds as outlined above and to forward same to the Finance Committee. *A copy of the Request for Transfer of Funds form is on file with the minutes.*

Ms. Auer requested to amend the current contract with Upper Hudson Primary Care Consortium, Inc. for community health assessment and planning services in order to reflect a name change to Adirondack Health Institute, Inc.

Motion was made by Mr. Thomas, seconded by Mr. McDevitt and carried unanimously to amend the current contract with Upper Hudson Primary Care Consortium, Inc. as outlined above. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the September 16, 2011 Board meeting.*

Ms. Auer requested to renew the current contract with the New York State Department of Health (NYS DOH), Bureau of Maternal and Child Health to allow continued receipt of funding for the Lead Poisoning Prevention Program for a term commencing October 1, 2011 and terminating September 30, 2012 in an amount not to exceed \$22,405.

Motion was made by Mr. Thomas, seconded by Mr. Taylor and carried unanimously to renew the current contract with the NYS DOH, Bureau of Maternal and Child Health as outlined above. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the September 16, 2011 Board meeting.*

Ms. Auer requested approval of the updated Emergency Response and Preparedness Plan for Warren County Health Services. She noted that the NYS DOH required the Plan to be updated annually in order to qualify for Emergency Preparedness Grant funding.

Motion was made by Mr. Thomas, seconded by Mr. McDevitt and carried unanimously to approve the updated Emergency Response and Preparedness Plan for Warren County Health Services as outlined above. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the September 16, 2011 Board meeting.*

Ms. Auer said there were no pending items this month and pointed out that a Report on Emergency Response and Preparedness Activities for the month was included in the agenda packet. She announced that she would not request an increase in the fee charged for flu shots this year. She mentioned that some of the businesses in the area were charging a few dollars more than the Health Services Department; however, she added, she would rather have the fee remain the same to ensure the entire supply was used. Ms. Auer pointed out that a Report on Revenues and Expenditures for 2011 as of August 22, 2011 was included in the agenda packet.

As there was no further business to come before the Health Services Committee, on motion made by Mr. Taylor and seconded by Mr. McDevitt, Mr. Sokol adjourned the meeting at 9:54 a.m.

Respectfully submitted,
Charlene DiResta, Sr. Legislative Office Specialist