

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: HEALTH SERVICES

DATE: FEBRUARY 24, 2012

COMMITTEE MEMBERS PRESENT:

SUPERVISORS SOKOL
THOMAS
FRASIER
TAYLOR
MCDEVITT

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
TAWN DRISCOLL, FISCAL MANAGER
DANIEL G. STEC, CHAIRMAN OF THE BOARD
MARTIN AUFFREDOU, COUNTY ATTORNEY
AMY BARTLETT, FIRST ASSISTANT COUNTY ATTORNEY
JOAN SADY, CLERK OF THE BOARD
KEVIN GERAGHTY, BUDGET OFFICER
SUPERVISORS BENTLEY
KENNY
LOEB
STRAINER
WESTCOTT
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 9:31 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 P&NP Computer Services, Inc. to provide software support to Westmount Health Facility for a term commencing April 1, 2012 and terminating March 31, 2013 in an amount not to exceed \$7,443.75. She noted the Facility had contracted with this provider since 1993 and she listed the software and services covered under the contract; *the list of contract software and services is included on the agenda.* Ms. Taggart said there was an increase in the cost of the contract of \$290.25 or 4% and she attributed the majority of the increase to the continual changes to the MDS (Minimum Data Set) documentation. Mr. Sokol asked if any attempts had been made to execute a three year contract and Ms. Taggart replied in the negative. Mr. Sokol asked if there was an increase to the cost of the contract annually and Betsy Henkel, Comptroller, replied there had been no increases requested for the last two years. Mr. Thomas asked if the Facility had positive experiences with the provider in the past and Ms. Taggart replied affirmatively.

Motion was made by Mr. Thomas, seconded by Mrs. Frasier and carried unanimously to authorize the contract with P&NP Computer Services, 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 March 16, 2012 Board meeting.*

Ms. Taggart updated the Committee on the December 2011 Survey from the New York State Department of Health (NYS DOH) by reporting that the Re-certification Survey had taken place on February 14, 2012 and nine of the original deficiencies had been cited to be in compliance. She said the tenth deficiency was in the area of infection control and remained out of compliance. On February 16, 2012, she continued, the infection control deficiency was received from the NYS DOH and a directed plan of correction was mandated, whereby detailed corrections were required. She stated a Nurse Consultant was hired from LeadingAge New York Procure to assist the Facility in examining the causative factors, identifying specific steps and interventions related to correcting the deficiency. The directed plan and plan of correction, she continued, were required to be submitted by February 25, 2012 to the NYS DOH. She mentioned the required documents were submitted on February 23, 2012 and during the week of February 27 through March 5, 2012, audits, policies and procedures, staff education and equipment ordering would be completed for compliance. She stated the date of certainty for compliance was March 5, 2012.

Continuing with the agenda review, Ms. Taggart reported the following vacant positions: two Registered Nurse (RN) positions; one Licensed Practical Nurse (LPN) position; two Certified Nursing Assistant (CNA) positions and one Dietary Cook position. She added the Dietary Cook vacancy was due to Administrative Leave and there were two CNA's and one LPN on light duty. A brief discussion ensued.

Referring to the Overtime Report, Ms. Taggart stated that regular salaries had decreased and overtime salaries had increased slightly as a result of the vacant positions. She noted the Facility attempted to use per diem employees to cover vacancies, medical leaves, vacation, etc. She added overtime was utilized only when per diems were not available and agency staffing was used as a last resort.

Ms. Taggart read two thank you notes from family members and a mention of the Facility in a former resident's obituary for the Committee members.

Martin Auffredou, County Attorney, stated an executive session was necessary to discuss matters pertaining to pending litigation, as well as a pending enforcement matter.

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

Executive session was declared from 9:41 a.m. to 10:19 a.m.

The Committee reconvened and pursuant to the executive session, motion was made by Mr. McDevitt, seconded by Mrs. Frasier and carried unanimously to authorize a settlement of Civil Money Penalties relating to the February 8, 2011 New York State Department of Health violation in the amount of \$2,000. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the March 16, 2012 Board meeting.*

This concluded the Westmount Health Facility portion of the Committee meeting and the Health Services portion of the meeting commenced at 10:20 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 current contract with Hudson Headwaters Health Network to include the provision of pre-employment physical examinations or other employment related physicals as necessary at a rate of \$90.00 per exam. She noted the County Administrator was attempting to incorporate the physical exams for all Departments under one contract and this was being completed to that end. She noted the Department had only required two employment related physicals in 2011.

Motion was made by Mr. Taylor, seconded by Mr. Thomas and carried unanimously to approve the request as outlined above. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the March 16, 2012 Board meeting.*

Ms. Auer requested authorization for Maureen Linehan, RN, to attend the Home Care Association of New York State's Conference entitled, Impacting OASIS-C Process Measures: What You Need to Succeed at Albany Medical Center, on April 17, 2012 for a fee of \$279 to cover registration and meals. She noted Ms. Linehan would be using her personal vehicle and would not be submitting a request for mileage reimbursement.

Motion was made by Mr. McDevitt, seconded by Mr. Thomas and carried unanimously to authorize attendance at the conference as outlined above. *A copy of the Authorization to Attend Meeting or Convention form is on file with the minutes.*

Ms. Auer requested authorization for all of the WIC (Women, Infants and Children) staff members to attend the Annual New York State WIC Conference at the Desmond Hotel in Albany, New York on April 22-25, 2012 at a total cost of \$2,720 for registration fees and meals. She noted this was mandated annual training and the cost was 100% funded through the WIC Program Grant.

Motion was made by Mr. Thomas, seconded by Mrs. Frasier and carried unanimously to authorize attendance at the conference as outlined above. *A copy of the Authorization to Attend Meeting or Convention form is on file with the minutes.*

Ms. Auer requested approval for out-of-State travel to allow Nancy Getz, Community Health Nurse (CHN), and Robin Andre, Public Health Nurse (PHN), to attend the Annual Professional Lactation Conference in Burlington, Vermont on April 19-20, 2012 at a total cost of \$279. She noted the employees had received tuition assistance, would be using their personal vehicles and pay for their own lodging.

Motion was made by Mr. Taylor, seconded by Mr. McDevitt and carried unanimously to approve the request for out-of-State travel as outlined above. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the March 16, 2012 Board meeting.*

Tawn Driscoll, Fiscal Manager, requested a transfer of funds totaling \$3,385 to reflect the purchase of equipment for the WIC and Disease Programs.

Motion was made by Mrs. Frasier, 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. Auer pointed out there were no pending items this month and the Report on Monthly Emergency Response and Preparedness Activities was included in the agenda packet.

Pertaining to the Report on Revenue and Expenditures for 2012 as of February 22, 2012, Ms. Driscoll said the report contained 2011 totals which would be included until the books were closed for the year. She noted 2012 payroll had been posted through the end of January 2012 and reflected a decrease of approximately \$8,000 or 3.1% compared to the same time period in 2011. She noted a slight increase in part-time salaries compared to 2011 which she attributed to the Administrative Assistant in the Public Health Division increasing from 20 hours a week to 30 hours per week. She commented an additional \$2 million in revenues was anticipated for 2011 from the WIC and Preschool Programs.

Mr. Thomas stated that the reduction in salaries of 3.1% compared to 2011 was a positive sign. Mr. McDevitt noted the consistency of the Department as far as cost saving measures. Mr. Sokol called the Health Services Department a "well oiled machine" and commended them on budgetary and salary reductions.

Ms. Auer requested Sharon Schaldone, Assistant Director of Home Care Division, and Tammie DeLorenzo, Clinical & Fiscal Informatics Coordinator, to report on recent news regarding health care revenues. Ms. Schaldone advised the biggest change pertained to the Medicaid Reform Team (MRT) in New York State. She explained that when the Health Services Department billed Medicaid for nursing services, they were currently reimbursed on a per visit basis; however, she continued, commencing April 1, 2012, Medicaid would reimburse using a Perspective Payment System based on the Oasis Assessment, the patients' scores in a clinical function and the amount of services received by the patient. Ms. Schaldone said the Department would receive a lump sum amount based on those criteria for each patient for a sixty day period. She added Medicaid had not indicated what the rates would be yet but since the Department did not overextend services beyond the needs of the patients, the anticipated outcome was positive. She commented when the Perspective Payment System was initiated for Medicare over ten years ago, there had been some fear that the result would be a negative impact; however, the result for the Health Services Department had been positive. She noted with the Perspective Payment System, if four visits or less were made in a sixty day period, the reimbursement would be on a per visit basis. Ms. DeLorenzo opined the MRT was mostly targeting large city areas like New York City where Managed Adult Care costs were extremely high. A brief discussion ensued.

Ms. Auer reported the Department had received the five new fleet vehicles which had been budgeted for 2012 and the four-wheel drive vehicle had been ordered and would be delivered in a few weeks. She added Ms. Driscoll had worked with Julie Pacyna, Purchasing Agent, in order to ensure receipt of the vehicles in a timely manner. She advised she had met with Paul Dusek, County Administrator, and Jeffery Tennyson, Superintendent of the Department of Public Works (DPW), to discuss concerns with the Health Services fleet. She said the Department had been utilizing vehicles for ten years but Mr. Tennyson felt eight years was optimum for this purpose. Currently, she continued, the Department's 39 vehicle fleet was adequate to meet their needs; however, she added, there were thirteen vehicles in the fleet which had been purchased between 1999 and 2002. She noted DPW had advised that some of the thirteen vehicles might not pass inspection.

Mr. Dusek explained that the Health Services Department had gone several years without replacing any of the fleet vehicles. He stated that with a fleet of approximately 40 vehicles, it was advisable to replace at least four vehicles per year. He noted that six vehicles had been budgeted for replacement in 2011 and it would be necessary to budget a few extra vehicles each year until the fleet was at a point where it would be possible to replace four vehicles per year. Mr. Geraghty

pointed out that New York State had an overabundance of vehicles available and he suggested contacting the Office of General Services (OGS) to determine if the State would be willing to sell some of those vehicles to the County at a reasonable price. Mr. Kenny interjected that he had heard the State vehicles mentioned by Mr. Geraghty all had high mileage and Mr Geraghty countered they were all new vehicles. Mr. Dusek opined that Mr. Geraghty's idea of contacting OGS concerning the excess vehicles was valid.

Following a brief discussion, it was the consensus of the Committee to request the Purchasing Agent to contact OGS regarding the possible purchase of New York State surplus vehicles. Mr. Dusek noted he would contact Ms. Pacyna regarding same following the meeting.

As there was no further business to come before the Health Services Committee, on motion made by Mr. McDevitt and seconded by Mrs. Frasier, Mr. Sokol adjourned the meeting at 10:38 a.m.

Respectfully submitted,
Charlene DiResta, Sr. Legislative Office Specialist