

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: HEALTH SERVICES

DATE: SEPTEMBER 28, 2012

COMMITTEE MEMBERS PRESENT:

SUPERVISORS SOKOL
THOMAS
FRASIER
TAYLOR
MCDEVITT

OTHERS PRESENT:

REPRESENTING THE DEPARTMENT OF PUBLIC HEALTH:
PAT AUER, DIRECTOR OF PUBLIC HEALTH/PATIENT SERVICES
GINELLE JONES, ASSISTANT DIRECTOR OF PUBLIC HEALTH DIVISION
TAWN DRISCOLL, FISCAL MANAGER
DANIEL G. STEC, CHAIRMAN OF THE BOARD
JOANN MCKINSTRY, ASSISTANT TO THE COUNTY ADMINISTRATOR
JOAN SADY, CLERK OF THE BOARD
KEVIN GERAGHTY, BUDGET OFFICER
SUPERVISORS BENTLEY
DICKINSON
KENNY
LOEB
MASON
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 9:33 a.m.

Motion was made by Mr. Taylor, seconded by Mrs. Frasier 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 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 an affiliation agreement with the State University of New York Empire State College to allow observational clinical experiences for nurses pursuing a Bachelor's Degree in Nursing.

Motion was made by Mr. McDevitt, seconded by Mrs. Frasier and carried unanimously to authorize the affiliation agreement as outlined above in a form approved by the County Attorney. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the October 19, 2012 Board meeting.*

Ms. Auer requested an affiliation agreement with the State University of New York College at Plattsburgh to allow a field work practicum for a WIC (Women, Infants and Children) Program employee who was pursuing a degree in psychology. She explained that the College would allow the employee to use the time she was working in her position for the County as an Infant Feeding Advocate at the WIC Clinics and submit written assignments towards the objectives of the course. She added that the WIC Coordinator would act as the preceptor and would complete the required documentation for the college.

Following a brief discussion, motion was made by Mr. Thomas, seconded by Mrs. Frasier and carried unanimously to authorize the affiliation agreement as outlined above in a form approved by the

County Attorney. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the October 19, 2012 Board meeting.*

Ms. Auer requested an agreement with Health Forum, LLC to purchase a Single User License Subscription in order to receive an electronic manual for processing UB-04 Claim Forms in the amount of \$150 for the annual licensing fee. She explained the UB-04 Claim Form was used by health care providers to bill third-party insurers as well as government programs, such as Medicare, Medicaid, and State Workers Compensation for health care services.

Motion was made by Mr. Taylor, seconded by Mr. McDevitt and carried unanimously to authorize the agreement as outlined above. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the October 19, 2012 Board meeting.*

Ms. Auer requested authorization to fill the vacant position of Community Health Nurse, Grade 20, annual base salary of \$42,818, due to a resignation. She noted the current employee was leaving in order to take a higher paying position with no weekend or holiday commitments; however, she added, the employee would continue to complete intravenous (IV) coverage on a per diem basis.

Following a brief discussion, motion was made by Mr. Thomas, seconded by Mrs. Frasier 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. Auer requested a contract with Mary Elizabeth Moran to provide Occupational Therapy services for a term commencing October 22, 2012 and terminating upon thirty days written notice by either party, at the agreed upon established per individual visit or meeting rate upon receipt of the required documentation for each visit. She noted the services were reimbursable and Ms. Morgan would provide services to both adults and children.

Motion was made by Mrs. Frasier, seconded by Mr. Thomas and carried unanimously to authorize the contract as outlined above. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the October 19, 2012 Board meeting.*

Ms. Auer requested to renew the existing contractual agreement with the New York State Department of Health, Bureau of Community Environmental Health to allow continued receipt of funding for the Lead Poison Prevention Program for a term commencing October 1, 2012 and terminating September 30, 2013 in an amount not to exceed \$22,405. She noted the grant was awarded annually and the amount was the same as the previous year.

Motion was made by Mr. Taylor, seconded by Mr. McDevitt and carried unanimously to renew the existing contract as outlined above. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the October 19, 2012 Board meeting.*

Continuing the agenda review, Tawn Driscoll, Fiscal Manager, requested to amend the 2012 County budget to increase estimated revenues and appropriations in the amount of \$300 to reflect the addition of revenues and expenditures related to CPR training for three employees of Countryside Adult Home. She also requested to amend the 2012 County budget to increase estimated revenues and appropriations in the amount of \$14,257 to reflect the receipt of Bioterrorism Grant funding.

Motion was made by Mr. Thomas, seconded by Mrs. Frasier and carried unanimously to amend the 2012 County budget as outlined above and to forward same to the Finance Committee. *Copies of the resolution request forms are on file with the minutes.*

Ms. Driscoll requested a transfer of funds totaling \$83,457 between various codes in order to balance the budget for the fourth quarter of 2012.

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.*

Pertaining to the Pending Item concerning updates on new applications for Certificates of Need (CON's) for Certified Home Health Agencies (CHHA's), Ms. Auer noted there was no new information at this time. She informed that the New York State Department of Health was allowing those with applications which had been denied to submit further information in support of their applications. Mr. McDevitt asked if Washington County Public Health was referring clients to outside agencies and Ms. Auer replied that this was her understanding because Washington County did not have enough Nurses to handle all of the referrals.

Ms. Auer mentioned that a Report on Monthly Emergency Preparedness Activities was included in the agenda packet and she added the Report was longer than usual because no meeting was held the prior month.

Pertaining to the Report on Revenue and Expenditures for 2012, Ms. Driscoll reported a decrease in year-to-date salaries of \$33,486.19 compared to the same time period in 2011. She noted a slight increase in overtime usage which she attributed to coverage for the summer and a decrease in the number of per diem Nurses. Regarding revenues and expenses, Ms. Driscoll stated the expenses were slightly over half of the amount budgeted for 2012 and the revenues reflected billing through the month of August for the CHHA and LTC (Long Term Care) Programs which would result in an increase of approximately \$300,000. She advised that additional revenues were anticipated for the Preschool Program but in general the budget was as expected for this time of the year. A brief discussion ensued.

Ms. Auer pointed out that a Quarterly Report on Free and Reduced Care was included in the agenda packet. Mr. McDevitt inquired about the success of the Flu Clinics this year and Ms. Auer replied that they had been quite successful regardless of the fact that Flu Shots were readily available at many local drug stores and pharmacies. She advised there had been several requests for Flu Shots from homebound residents and a Community Health Nurse was assigned to stop at the residents' homes on their way to the Clinic. Mr. Geraghty commented that one of his constituents had been ill for the last year and had utilized the services of Warren County Public Health. He added the constituent had asked that he pass along his very positive review of the Department and the services offered.

As there was no further business to come before the Health Services Committee, on motion made by Mrs. Frasier and seconded by Mr. Thomas, Mr. Sokol adjourned the meeting at 9:51 a.m.

Respectfully submitted,
Charlene DiResta, Sr. Legislative Office Specialist