

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: JOINT MEETING - HEALTH SERVICES & PERSONNEL

DATE: FEBRUARY 1, 2013

HEALTH SERVICES COMMITTEE MEMBERS PRESENT:

SUPERVISORS SOKOL
FRASIER
TAYLOR
MCDEVITT

HEALTH SERVICES COMMITTEE MEMBER ABSENT:

SUPERVISOR CONOVER

PERSONNEL COMMITTEE MEMBERS PRESENT:

SUPERVISORS KENNY
MERLINO
MONTESI
STRAINER
DICKINSON
MASON

PERSONNEL COMMITTEE MEMBER ABSENT:

SUPERVISOR GIRARD

OTHERS PRESENT:

KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD
PAUL DUSEK, COUNTY ADMINISTRATOR
JOAN SADY, CLERK OF THE BOARD
FRANK THOMAS, BUDGET OFFICER
SUPERVISOR WOOD
KATHY BARRIE, PERSONNEL OFFICER
DON LEHMAN, *THE POST STAR*
AMANDA ALLEN, DEPUTY CLERK OF THE BOARD

Mr. Sokol called the meeting of the Health Services Committee to order at 9:30 a.m.

Motion was made by Mrs. Frasier, seconded by Mr. Taylor and carried unanimously to approve the minutes of the prior Health Services Committee meeting, subject to correction by the Clerk of the Board.

Mr. Taylor called the meeting of the Personnel Committee to order at 9:31 a.m.

Motion was made by Mr. Mason, seconded by Mr. Merlino and carried unanimously to approve the minutes from the prior Personnel Committee meeting, subject to correction by the Clerk of the Board.

Copies of the meeting agenda were distributed to the members of both Committees and a copy is also on file with the minutes.

Commencing the agenda review with Item IV, Mr. Sokol apprised of a request from the Westmount Health Facility to amend Resolution No. 637 of 2012 to change the effective date of the agreement with Blue Shield of Northeastern New York for health care services to covered persons. Mr. Sokol asked Paul Dusek, County Administrator, to expound upon the request.

Mr. Dusek explained that the agreement pertained to coverage provided for certain Westmount residents who received benefits through Blue Shield of Northeastern New York for care and services provided. He said the County Attorney's Office had been working with Blue Shield to secure the agreement for an extended period time, causing an issue with the effective date. Mr. Dusek concluded that the County Attorney's Office would like the flexibility to insert the appropriate date for the agreement once it was in place and that was the reason for the resolution request. He noted that there were additional contracts with other companies facing similar issues which he would review and bring to the Committee's attention at a future meeting.

Motion was made by Mr. McDevitt, seconded by Mrs. Frasier and carried unanimously to approve the aforementioned request and the necessary resolution was authorized for the February 15th Board meeting. *A copy of the request is on file with the minutes.*

Mr. Sokol announced that Agenda Item V consisted of another request from the Westmount Health Facility, this one to modify the name of a contractor from Airgas East, Inc. to Airgas USA, LLC. He noted that this vendor was used for rental of oxygen tanks and purchase of oxygen. Mr. Dusek confirmed the request was simply a formality to address a name change.

Motion was made by Mrs. Frasier, seconded by Mr. Taylor and carried unanimously to approve the request and the necessary resolution was authorized for the February 15th Board meeting. *A copy of the request is on file with the minutes.*

Mr. Sokol apprised an additional item for discussion had arisen which was not included on the agenda that would be addressed by Mr. Dusek. Mr. Dusek noted of an unusual situation that had occurred wherein Barbara Taggart, Administrator of the Westmount Health Facility, had been absent from the Facility for an extended period due to the combination of vacation and sick leave. He said that although Ms. Taggart had maintained contact with her staff, he was concerned with how this absence applied to New York State Department of Health (NYSDOH) regulations which required an Administrator to be on staff at all times. In order to maintain compliance with these regulations, Mr. Dusek suggested that the Westmount Health Facility's Director of Nursing (DON) be authorized to act as Administrator whenever Ms. Taggart was absent, setting a new standing policy for the Facility. He added that if the Committee was in agreement with this suggestion, he would contact NYSDOH to ensure these measures complied with the specified regulatory requirements. Mr. Dusek concluded that he had discussed this issue with Martin Auffredou, County Attorney, who agreed this was the appropriate course of action.

Mr. Montesi questioned how the Administrator's absences during vacation periods were addressed in the past and Mr. Dusek replied that no alternate staffing actions were taken and Ms. Taggart had maintained verbal communications with Facility staff during her time off. Mr. Dusek reiterated that the current situation was not something that occurred ordinarily and he noted that Ms. Taggart's extended absence had caused some concern. He clarified that Ms. Taggart was still working for the County and had maintained appropriate contact with her staff. While they were probably still operating within the confines of the NYSDOH regulations, Mr. Dusek said he felt the new standing policy providing for alternate leadership capabilities during an absence was an appropriate safety precaution.

Mr. Sokol questioned whether this issue would need to be referred to the Personnel Committee for approval and Mr. Dusek responded in the negative, advising it was just a procedural change for the Westmount Health Facility that needed to be approved by the Health Services Committee in order to generate the appropriate resolution.

Motion was made by Mrs. Frasier, seconded by Mr. Taylor and carried unanimously to authorize the Westmount Health Facilities Director of Nursing (DON) to serve as Acting Administrator in the absence of the Administrator. The necessary resolution was authorized for the February 15th Board meeting.

Concluding the agenda review, Mr. Sokol announced the need for an executive session to discuss matters leading to the appointment of a particular person. Mr. Dusek requested that the executive session be expanded to discuss the employment history of a particular person, as well.

Motion was made by Mr. Mason, seconded by Mr. Strainer and carried unanimously to enter into executive session pursuant to Sections 105(f) of the Public Officer's Law.

Executive session ensued from 9:39 a.m. to 11:13 a.m.

Mr. Dickinson exited the meeting during the executive session at 10:45 a.m.

Upon reconvening, Mr. Sokol announced that no action had been taken during the executive session.

There being no further business to come before the Committees, on motion made by Mr. Taylor and seconded by Mrs. Frasier, Mr. Sokol adjourned the meeting of the Health Services Committee. On motion made by Mr. Mason and seconded by Mr. Strainer, Mr. Taylor adjourned the meeting of the Personnel Committee.

Respectfully submitted,
Amanda Allen, Deputy Clerk of the Board