

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: HEALTH SERVICES

DATE: JUNE 28, 2013

COMMITTEE MEMBERS PRESENT:

SUPERVISORS SOKOL
CONOVER
TAYLOR

COMMITTEE MEMBERS ABSENT:

SUPERVISORS FRASIER
MCDEVITT

OTHERS PRESENT:

REPRESENTING WESTMOUNT HEALTH FACILITY:

LLOYD COTÉ, ADMINISTRATOR
BETSY HENKEL, COMPTROLLER
KYLLE BAKER, 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
TAMMIE DELORENZO, CLINICAL & FISCAL INFORMATICS COORDINATOR
TAWN DRISCOLL, FISCAL MANAGER

KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD

PAUL DUSEK, COUNTY ADMINISTRATOR

JOAN SADY, CLERK OF THE BOARD

FRANK E. THOMAS, BUDGET OFFICER

SUPERVISORS LOEB

MASON

STRAINER

WESTCOTT

WOOD

DENISE DIRESTA, DIRECTOR OF VETERANS' SERVICES

CHRISTIE SABO, DIRECTOR OF OFFICE FOR THE AGING

CHRIS HUNSINGER, DIRECTOR OF EMPLOYMENT & TRAINING
ADMINISTRATION

DON LEHMAN, *THE POST STAR*

THOM RANDALL, *ADIRONDACK JOURNAL*

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. Conover 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 Lloyd Coté, 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, Mr. Coté requested a contract with Health Systems, LTD to provide Enteral, Urological, Ostomy, Tracheostomy and Wound Care supplies to Westmount Health Facility, commencing upon execution of the contract for a one year term to renew annually, provided there is no increase in the fee schedule, upon 60 days notice prior to the expiration of the contract. He explained the current provider had elected to cease dealing with Medicare Part B claims due to recent changes in the process and had sub-contracted with an Illinois provider. He stated he preferred utilizing the services of an in-State provider that he had dealt with in the past. He noted the services were not currently utilized on a regular basis and he did not foresee a great expense for the contract.

Motion was made by Mr. Conover, seconded by Mr. Taylor and carried unanimously to authorize a contract with Health Systems, LTD as outlined above. *A copy of the resolution request form is on*

file with the minutes and the necessary resolution was authorized for the July 19, 2013 Board meeting.

Betsy Henkel, Comptroller, requested a transfer of funds totaling \$100,120 between various salary codes in order to correct the salary budget due to part-time positions and overtime usage.

Motion was made by Mr. Taylor, seconded by Mr. Conover 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.*

With respect to staffing levels, Mr. Coté reported on vacant positions which included those of an Activity Director, several vacant per diem LPN (Licensed Practical Nurse) positions and a vacant Keyboard Specialist position. He noted a Keyboard Specialist had been hired but had accepted another position within the County. He commented the uncertain future of Westmount Health Facility was causing some of the current employees to seek employment in other County Departments in order to remain within the State retirement system. In answer to a question pertaining to the staffing levels of CNA (Certified Nursing Assistant) positions, Kylene Baker, Director of Nursing, replied the vacant positions had been filled and training was in progress.

Pertaining to the overtime report, Ms. Henkel stated the Facility was within budget. She reported a slight increase in overtime and regular salaries compared to 2012; however, she pointed out a decrease in part-time salaries compared to the same time period in 2012.

Ms. Henkel reported the attendance of an employee at the NYHIMA (New York Health Information Management Association) Annual Conference in Niagara Falls, New York on June 9-12, 2013 at a cost of \$275 for the Conference fee, \$139 per night for the hotel room and \$51 per day in meal costs. She noted the employee had already attended the Conference and since the cost had been over \$100, it was necessary to inform the Committee members. She added the employee was in charge of the medical records for the Facility and the Conference had been necessary as part of her certification requirements.

Mr. Coté informed that Hudson Headwaters Health Network (HHHN) provided many of the Facility's medical services including those of the Medical Director. He advised changes in the format of the contract with HHHN would be made when the contract was renewed in September or October. He added there might be some savings to the cost of the contract resultant of the changes. He said he had consulted with representatives of HHHN and they had been in favor of the proposed changes.

Mr. Coté advised he was working on additional HMO (Health Management Organization) contracts for the Facility and he had recently sent out a contract to MVP (Mohawk Valley Plan) Healthcare. He informed that Agency costs had been decreased considerably since the first quarter of 2013. He reiterated the turnover of employees at the Facility had increased due to the uncertain future of Westmount Health Facility. He said it was important to be responsive to the increased turnover and to fill the vacant positions quickly. He stated some degree of overlap with the hiring of new employees was necessary in order to ensure they were properly trained and oriented.

Mr. Coté said the census of the Facility was always an issue and a new Screener had been hired to visit potential patients in the hospital and make offers for beds at the Facility. He added he anticipated this position would help to increase the census of the Facility.

Mr. Conover asked about the average reimbursement rate and Ms. Henkel replied the current Medicaid rate was \$156 per day which did not include the Cogeneration. Ms. Henkel stated the

Facility continued to wait for payment on the appeals for the Cogeneration and she reported Saratoga County had received payment on their appeals. She added the appeals payment had been approved and payment should be forthcoming. She noted the Medicaid reimbursement rate should include the Cogeneration for 2013 but the State still needed to pay the appeals for 2009 through 2012. Mr. Loeb questioned the affect on the reimbursement rate by Cogeneration and Ms. Henkel explained the reimbursement rate included a capital component which was the cost to build the Cogeneration. She said the State had begun to pay for the depreciation in the beginning but had not paid on the interest. She added in 2009 the depreciation had been disallowed in addition to the interest. She apprised an appeal had been submitted for 2007 and 2008 for the interest which had not been paid. The appeal had been approved, she continued, but the appeals for 2009 through 2012 had not yet been paid. A discussion ensued.

Paul Dusek, County Administrator, stated the Committee would need to enter into an executive session to discuss the proposed sale of real property due to the fact that such discussions, held in public, could affect the value of said property.

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

Executive session was declared from 9:47 a.m. to 10:30 a.m.

The Committee reconvened and Mr. Sokol noted that no action was taken during the executive session.

This concluded the Westmount Health Facility portion of the Committee meeting and the Health Services portion of the meeting commenced at 10:39 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 fill the vacant positions of WIC (Women, Infants and Children) Nutrition Aide #1, annual base salary of \$28,477.07, Grade 6, Employee No. 11980, due to resignation and Infant Feeding Advocate Part-time, pro-rated annual base salary of \$12,569.54, Employee No. 12024, due to resignation. She noted both positions were reimbursed 100% by the New York State Department of Health (NYS DOH) WIC Program Grant and were contingent upon continuation of the grant funding. She added that she was also requesting to fill any vacant positions resultant of promotion to the positions.

Motion was made by Mr. Conover, seconded by Mr. Taylor and carried unanimously to approve the request to fill the vacant positions and to backfill any vacant positions resultant of promotion to the positions as outlined above and to forward same to the Personnel Committee. *Copies of the Notice of Intent to Fill Vacant Position forms are on file with the minutes.*

Ms. Auer requested to fill the vacant position of Community Health Nurse #5, annual base salary of \$51,972.96, Grade 20, Employee No. 10536, due to retirement and to fill any vacant positions resultant of promotion to the position. She noted the employee would remain employed with the County on a per diem basis and pointed out the position was not mandated but was revenue generating.

Motion was made by Mr. Conover, seconded by Mr. Taylor and carried unanimously to approve the request to fill the vacant position of Community Health Nurse as outlined above and to forward same

to the Personnel Committee. *Copies of the Notice of Intent to Fill Vacant Position forms are on file with the minutes.*

Ms. Auer requested to create the position of Early Intervention Service Coordinator (Part-time, 30 hours per week), annual base salary of \$40,170 (pro-rated to \$30,128), Grade 18 by deleting the position of Community Health Nurse (Part-time, 30 hours per week), annual base salary of \$42,818 (pro-rated), Grade 20, Employee No. 8202, thereby amending the Department's Table of Organization. She explained the current employee was retiring and the job duties could be performed by a Licensed or Certified professional such as a Teacher or Social Worker. She advised that it would be easier to fill the position if a Nursing license was not required as it had been difficult to fill Nursing positions in the past.

Motion was made by Mr. Conover, seconded by Mr. Taylor and carried unanimously to approve the request to create the position of Early Intervention Service Coordinator and delete the position of Community Health Nurse as outlined above, thereby amending the Department's Table of Organization; to approve the filling of the vacant position of Early Intervention Service Coordinator due to creation; and to forward same to the Personnel Committee. *A copy of the resolution request form is on file with the minutes.*

Ms. Auer requested to reclassify the position of Early Intervention Service Coordinator #1, annual base salary of \$46,818.20, Grade 18 to the position of Senior Early Intervention Service Coordinator, annual base salary of \$47,846, Grade 19, thereby amending the Department's Table of Organization. She noted the reclassification of this position would be contingent upon approval of the CSEA (Civil Services Employees Association).

Motion was made by Mr. Conover, seconded by Mr. Taylor and carried unanimously to reclassify the position of Early Intervention Service Coordinator #1 to the position of Senior Early Intervention Services Coordinator as outlined above, thereby amending the Department's Table of Organization and to forward same to the Personnel Committee. *A copy of the resolution request form is on file with the minutes.*

Ms. Auer requested to renew the existing contract with the NYS DOH, Health Research, Inc. to allow for continued receipt of funding for the Public Health Emergency Preparedness Program, for a term commencing July 1, 2013 and terminating June 30, 2014, in the amount of \$50,825 and authorizing the Chairman of the Board to sign documents for any increase in the amount without requiring Committee approval.

Motion was made by Mr. Conover, seconded by Mr. Taylor and carried unanimously to authorize renewal of the contract with the NYS DOH, Health Research, 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 July 19, 2013 Board meeting.*

Ms. Auer requested authorization for Toni Roth, WIC Program Coordinator, to attend the 2013 NYS WIC Managers' Workshop in Albany, New York on September 17-18, 2013, utilizing the employee's personal vehicle with no mileage reimbursement. She noted the cost of the Workshop would be covered by WIC Program Grant funding.

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

Tawn Driscoll, Fiscal Manager, requested a transfer of funds totaling \$31,051.91 between various salary codes in order to correct the salaries budget for part-time and retiring employees and overtime usage.

Motion was made by Mr. Conover, seconded by Mr. Taylor 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 the Certificate of Need (CON) process for Certified Home Health Agencies (CHHA's), Ms. Auer stated the agenda packet detailed which agencies had been granted CON's which would allow them to develop CHHA's. She noted that Warren County's CHHA was in a good position to be competitive with the CHHA's formed by these agencies. She advised she would continue to provide updates at future Committee meetings.

Concerning the Warren County Health Services Budget Analysis, Mr. Conover asked how the 2013 year-to-date actual figures compared to the same time period for 2012 and Ms. Driscoll replied she did not have those figures with her as the Budget Analysis in the agenda packet contained year end figures for 2012. A brief discussion ensued.

Ms. Auer commented the CHHA had completed over 55,000 visits in 2012 and Sharon Schaldone, Assistant Director of Home Care Division, mentioned the 2012 revenues in the CHHA and LTC (Long Term Care) Programs had increased despite a 41% decrease in certain Medicaid reimbursements and a 5.2% decrease in Medicare reimbursements. Ms. Schaldone pointed out that both Medicare and Medicaid now reimbursed on a per episode basis.

Ms. Auer pointed out a monthly report on Emergency Response and Preparedness Activities was included in the agenda packet.

Returning to the Budget Analysis, Ms. Driscoll mentioned the year-to-date revenues included \$445,807.08 which had been accrued in May for the CHHA, LTC and MCH (Maternal Child Health) Programs. Pertaining to the salaries comparison, she pointed out an increase in overtime and part-time salaries and a decrease in regular salaries compared to the same time period in 2012.

Mr. Conover thanked the Health Services Department for the materials which had been sent pertaining to lead based paint and he commented the information had been beneficial.

Ms. Auer said a quarterly report on Free and Reduced Fee Care was included in the agenda packet. She distributed copies of the 2013 Annual Report to the Committee members and requested they review the Report in order to accept it at the next Committee meeting.

As there was no further business to come before the Health Services Committee, on motion made by Mr. Conover and seconded by Mr. Taylor, Mr. Sokol adjourned the meeting at 10:53 a.m.

Respectfully submitted,
Charlene DiResta, Sr. Legislative Office Specialist