

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: HEALTH SERVICES

DATE: SEPTEMBER 26, 2014

COMMITTEE MEMBERS PRESENT:

SUPERVISORS SOKOL
CONOVER
FRASIER
TAYLOR
MCDEVITT

OTHERS PRESENT:

REPRESENTING WESTMOUNT HEALTH FACILITY:
LLOYD COTÉ, ADMINISTRATOR
BETSY HENKEL, COMPTROLLER
REPRESENTING THE DEPARTMENT OF PUBLIC HEALTH:
PAT AUER, DIRECTOR OF PUBLIC HEALTH/PATIENT SERVICES
TAMMIE DELORENZO, CLINICAL & FISCAL INFORMATICS COORDINATOR
TAWN DRISCOLL, FISCAL MANAGER
JOANN MCKINSTRY, ASSISTANT TO THE COUNTY ADMINISTRATOR
MARTIN AUFFREDOU, COUNTY ATTORNEY
JOAN SADY, CLERK OF THE BOARD
FRANK E. THOMAS, BUDGET OFFICER
SUPERVISORS BROCK
KENNY
SEEBER
SARAH MCLENITHAN, SECRETARY TO THE CLERK OF THE BOARD

Mr. Sokol called the meeting of the Health Services Committee to order at 10:07 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 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 presented a request to authorize an agreement with Jean Szachacz, MA CCC-SLP, to provide speech language therapy services, at the County's established rates in a form approved by the County Attorney.

Motion was made by Mr. Taylor, seconded by Mrs. Frasier and carried unanimously to authorize the agreement with Jean Szachacz, as outlined above and the necessary resolution was authorized for the October 17, 2014 Board meeting. *A copy of the resolution request form is on file with the minutes.*

Ms. Auer requested authorization for Ginelle Jones, Assistant Director of Public Health, to attend the annual NYSACHO (New York State Association of County Health Officials) Leadership Summit in Cortland, NY on October 9-10, 2014. She explained all lodging, meals and conference costs were covered for one staff person per County by NYSACHO. She added Ms. Jones would be traveling with the Director of Public Health from Washington County; therefore, she said, they would be sharing the cost of gas and tolls.

Motion was made by Mr. Conover, seconded by Mrs. Frasier and carried unanimously to approve the request as presented. *A copy of the Authorization to Attend Meeting or Convention form is on file with the minutes.*

Ms. Auer presented the following requests to Amend the 2014 County Budget:

- 1) Increasing estimated revenues and appropriations in the amount of \$742 to reflect the receipt of COLA (Cost Of Living Adjustment) funding for the Family Health Program CSHCN (Children with Special Health Care Needs) grant;
- 2) Increasing estimated revenues and appropriations in the amount of \$2,635 to reflect the receipt of COLA funding for the Disease Program IAP (Immunization Action Program) grant;
- 3) Increasing estimated revenues and appropriations in the amount of \$1,352 to reflect the receipt of COLA funding for the Disease Program Rabies Grant;
- 4) Increasing estimated revenues and appropriations in the amount of \$1,757 to reflect the receipt of COLA funding for the Disease Program Lead Grant; and
- 5) Increasing estimated revenues and appropriations in the amount of \$36,596 to reflect the receipt of COLA funding for the WIC Program

Ms. Auer noted a previous resolution had authorized accepting the COLA funding.

Motion was made by Mr. McDevitt, seconded by Mrs. Frasier and carried unanimously to approve the requests as presented and forward same to the Finance Committee. *Copies of the Request to Amend the County Budget forms are on file with the minutes.*

Ms. Auer presented a request for transfer of funds between various budget codes totaling \$15,775. Tawn Driscoll, Fiscal Manager, explained the transfers were required to ensure there was a sufficient amount of funding in the accounts to cover the expenses through the end of the year.

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

Ms. Auer apprised there were no pending items to discuss this month. She commented that a comparison of CHHA (Certified Home Health Agency) referrals for 2013 versus 2014 was included in the agenda packet. She said the comparison displayed an overall decrease in referrals from last year. She stated she was not concerned with the decrease, as it related to a decrease in the number of hospitalizations.

Ms. Driscoll pointed out that attachment #2 in the agenda packet was a Budget Analysis of the Health Services Department as of September 23, 2014. She stated that year-to-date salaries reflected a decrease of \$20,147.93. She noted the figures would be increasing slightly due to flu season commencing within the next few weeks. She said the salaries continued to remain less than the previous year because they were utilizing per diem staff to assist with nursing coverage; thereby decreasing the overtime and benefit expenses.

This concluded the Health Services portion of the meeting and the Westmount Health Facility portion of the meeting commenced at 10:12 a.m.

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. Cote presented a request to ratify the actions of the Chairman of the Board in executing an amended agreement with Blueshield of Northeastern New York that

increased the compensation for Skilled Nursing and Sub-Acute Therapy for a term commencing October 15, 2014 and terminating October 14, 2017. He explained the current contract contained only one level of care; however, he said, most facilities had two levels of care. He advised the amended agreement would include a second level of care which encompassed additional therapy services. He noted they were providing the additional therapy services to the patients that required it; however, he said, they were not paid for the additional services rendered. He estimated an additional \$20,000 in annual revenue would have been received if the original contract had contained both levels of care.

Martin Auffredou, County Attorney, commented because the contracts effective date was prior to October 17, 2014 Board meeting, it was necessary to ratify the actions of the Chairman of the Board in executing the agreement. He stated the rates listed were subject to any changes that occurred during the terms of the contract.

Mr. McDevitt questioned what percentage of patients at the Westmount Health Facility required therapy services and Mr. Cote replied 100% of the short term patients required therapy services; however, he said, he was unsure of what percentage of long term patients required the services. He explained the difference between the Skilled Nursing Level of Care and the Sub-Acute Therapy was that the Skilled Nursing provided 1-2 hours a day of therapy services while the Sub-Acute Therapy provided up to 3 hours a day.

Motion was made by Mr. Conover, seconded by Mr. Taylor and carried unanimously to approve the request as presented and the necessary resolution was authorized for the October 17, 2014 Board meeting. *A copy of the resolution request form is on file with the minutes.*

Betsy Henkel, Comptroller, requested authorization to charge off uncollected debt totaling \$2,529.32 from two residents at the Westmount Health Facility She explained all means had been exhausted; therefore, she said, the County Attorney was recommending the funds to be charged off.

Motion was made by Mr. Conover, seconded by Mr. Taylor and carried unanimously to approve the request as presented and the necessary resolution was authorized for the October 17, 2014 Board meeting. *A copy of the resolution request form is on file with the minutes.*

Ms. Henkel presented a request for transfer of funds between various Budget Codes totaling \$12,062. She explained the transfers were necessary to ensure a sufficient amount of funding was available in a particular account, as it was close to being fully expended, as well as to cover an unanticipated overtime expense.

Motion was made by Mr. Conover, seconded by Mr. Taylor and carried unanimously to approve the requests as presented and forward same to the Finance Committee. *A Copy of the Request for Transfer of Funds form is on file with the minutes.*

With regards to the Staffing, Mr. Cote advised the search for qualified employees was ongoing. He explained the difficulty remained in attracting staff for the 3:00 p.m. to 11:00 p.m. shift, as there were quite a few part-time openings for this particular shift. He commended the day shift staff for the stellar care they provided to the residents of the facility.

Mr. Cote advised they were approaching the timeframe when New York State would be completing an inspection, as the previous inspection was completed in December of 2013. He explained the inspection could take place anytime between now and March of 2015; however, he anticipated the

inspection would take place in December of this year because the facility was not considered a targeted facility.

Mr. Conover asked how the vacant positions were being covered and Mr. Cote replied shifts were covered with overtime, per diem employees, and Agency Nurses. He stated because of the substantial expense all other avenues were exhausted prior to using Agency Nurses.

Pertaining to the Overtime Report, Ms. Henkel advised they were within the amended budgeted amount for 2014; however, she said, the numbers seemed slightly distorted due to the creation of several part-time positions.

As there was no further business to come before the Health Services Committee, on motion made by Mr. Conover and seconded by Mrs. Frasier, Mr. Sokol adjourned the meeting at 11:22 a.m.

Respectfully submitted,
Sarah McLenithan, Secretary to the Clerk of the Board