

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: HEALTH SERVICES

DATE: APRIL 26, 2006

Committee Members Present:

Supervisors Barody  
Sheehan  
Haskell  
F. Thomas  
Tessier  
Mason

Representing Health Services Department:  
Patricia Auer, Director  
Sharon Schaldone, Assistant Director, Home Care  
Ginelle Jones, Assistant Director, Public Health  
Services  
Tammie DeLorenzo, Fiscal Manager/Supervisor of  
Clerical Services  
Dan Durkee, Health Educator  
Joan Parsons, Commissioner of Administrative and  
Fiscal Services  
Joan Sady, Clerk, Board of Supervisors  
Supervisor Gabriels  
Marquell Johnson, Office, Clerk, Board of Supervisors  
Katy Goodman, Secretary to the Clerk

Committee Member Absent:

Supervisor Champagne

---

Mr. Barody called the meeting to order at 9:30 a.m.

Motion was made by Mr. Mason, seconded by Mr. Sheehan and carried unanimously to approve the minutes of the previous meeting, subject to correction by the clerk.

Privilege of the floor was extended to Mrs. Auer; and she distributed copies of her Agenda packet for the meeting, a copy of which is on file with the minutes.

Mr. Barody commented today's meeting was one of the most important ones of the year as the Health Services 2005 Annual Report would be presented. He concurred with Mrs. Auer's suggestion that the Annual Report would be presented at the end of the meeting after review of the other agenda items.

Mr. Tessier entered the meeting at 9:32 a.m.

Mrs. Auer commenced with review of her agenda and under Pending Items, she spoke on the Point of Care item. She noted the committee members would recall that at the beginning of the year one of their goals was to continue to implement and plan for needed technology. To that end, Mrs. Auer advised they have been researching systems that would allow the department to move into a Point of Care system that would be compatible with their current system and that will reduce paperwork. She stated Ms. DeLorenzo and she had participated in a conference call relative to a system and that Ms. DeLorenzo would provide an overview and some price information on a Point of Care system.

Privilege of the floor was extended to Ms. DeLorenzo and she stated although they were in the infant stages of Point of Care they were aware that the Federal government CMS (Centers for Medicare and Medicaid) were moving towards the use of electronic medical records. Thus, she said they felt they needed to start laying the groundwork to also move in that direction. Ms. DeLorenzo stated they had looked at a product named Encounter and in the past they had looked at other products such as PDAs (personal data assistants) and laptops. She noted electronic equipment has been used by the health industry for the past 10 years, but it was new to the department. However, in the past Ms. DeLorenzo said a lot of the equipment did not meet the usage tests so they had waited for all the bugs to be worked out of the system. Now, she said they think there are some products available that are worth looking at so they did that.

Continuing, Ms. DeLorenzo explained that Point of Care would mean the nurses would bring an electronic device into the patients' homes to record medical data electronically instead of using paper to record the information. Relative to prices for such equipment, she appraised a ball park estimate would be about \$150,000 - \$200,000 to implement a system for the entire staff which would include all the therapists. Ms. DeLorenzo noted if they wished it could even be extended to the home health aides. She stated they would continue to look at different products and make a site visit to see how the system would work in the field so there would be more information to come about it.

Mrs. Auer spoke on the Telehealth Program which she said was continuing to move along in a positive direction. She reported they had provided in-service orientation for the program to the Case Managers at Glens Falls Hospital so they will now be able to assist in marketing the program to patients and making the appropriate referrals. Mrs. Auer advised they were still awaiting the funds that will be coming from the USDA Telemedicine grant that Washington County is the lead agency for. She stated as of yesterday the contract had not yet been received unless Ms. Schaldone had heard something this morning.

Mr. Barody expressed concern that since the County was not the lead agency for the grant they could not push to see where the funds were. Privilege of the floor was extended to Ms. Schaldone, and she responded she had been in contact with the point person in Washington County and the funds have not been awarded to them yet. Mrs. Auer said she thought the funds had been awarded; and Ms. Schaldone stated what she understood was that they had completed pieces of the grant application but the grant had not been stamped that it was awarded to Washington County. Mrs. Auer acknowledged she did not realize that. She said she would call a member of the Consortium the department belongs to and check on the status of the grant funds. Mrs. Auer said she would also call Mr. Barody and let him know her findings.

Continuing, Mrs. Auer noted the outreach efforts for the program would continue but the monitors were currently being used so not a lot of marketing could be done without the additional ones. In response to Mr. Barody's query on the current number of monitors the department has, Ms. Schaldone replied they have 52 monitors and most are being filtered so they were rotating about ten. She advised they have expanded the use of the monitors to patients with other

diagnoses than CHF/COPD to post-cardiac surgery patients when they return home because they are at high risk for CHF. Mr. Barody stated since they have the ten monitors he thought they should continue to market the program. Ms. Schaldone said they were doing so.

Mrs. Auer advised the Fleet Management Program was progressing pretty well. She stated the (County's) new gas pump system is in place and they hoped that would track the mileage of the staff's use of the fleet vehicles.

Mr. Mason left the meeting at 9:39 a.m.

Continuing, Mrs. Auer reported there were two accidents last week but the nurses involved were not injured. DPW is handling the quotes for repairs which the staff used to have to do, she said. Mr. Barody noted he was sorry Mr. Mason (Chairman of the Insurance Committee) had stepped out of the meeting for a moment as he had talked with Mrs. Auer and Ms. DeLorenzo yesterday about the issue of safety and safety training. He recalled that the County had decided to discontinue the one (Defensive Driving) safety training program it had provided. However, Mr. Barody advised they thought they might work with the County's safety person to develop an in-service program particularly for the Health Services employees since they are one of largest groups of drivers for the County. He noted they were going to try to obtain an already prepared program. Mr. Haskell said he thought something was going to be done to continue the Defensive Driving Program.

Mr. Mason returned to the meeting at 9:40 a.m.

Mrs. Parsons stated she had understood from the last Safety Committee meeting that that committee was working on an orientation program which would include defensive driving training. She said perhaps they just needed to find out about that. Mr. Barody asked if the orientation program was for new employees; and Mrs. Parsons replied the defensive driving part might be something they could tap into for the Health Services staff. Mr. Barody reiterated the discussion for Mr. Mason's information. Mr. Mason said he agreed with Mrs. Parsons that the County was going to provide an orientation program designed by John Farrell, Executive Director of the County Traffic Safety Board, that was for new and current employees. In reply to Mr. Barody's request that they check into this program, Mrs. Parsons said Mr. Farrell was going to call her on another matter and she would ask him about this program.

Discussion ensued on the Defensive Driving Training Program; and Ms. Schaldone commented it was always well received by the nursing staff. Mrs. Parsons explained one of the reasons the program was discontinued was because they could not get enough people to be trained to teach the classes. She asked if there might possibly be anybody in Health Services who would be interested and willing to do that. Ms. DeLorenzo mentioned that Dan Durkee, who was present today, is a Health Educator in the department. Mrs. Parsons acknowledged the information and she said perhaps that would be a solution. She said she would talk to Mr. Farrell and get back to them about the matter.

In reply to Mr. Haskell's query on how the maintenance arrangements for the fleet vehicles was going, Mrs. Auer said it was working out well.

Mr. Barody noted they were looking at purchasing some cars in June, and he asked what make of vehicles was being considered. Ms. DeLorenzo replied the Ford Focus. She said she had spoken to the State Procurement Office in January when the 2006 County budget became effective but at that time the smallest vehicle available was a Ford Taurus. She stated they had usually purchased Chevrolet Cavaliers because they were the right size and fit into their budget as the State contract price was typically about \$10,000. Ms. DeLorenzo explained the State then put the vehicle bid out again and the two vehicles that are now available are the Chevrolet Cobalt which replaced the Cavalier and the Ford Focus. She advised she researched the vehicles through *Consumer Reports* and spoke with Frank Morehouse, the Fleet Manager, and also a mechanic at DPW about which make to purchase. They suggested the Fords although they did not feel either make would have more of an impact than the other, she said. Ms. DeLorenzo said she had just been notified by the dealership that has the State contract that the 2006 models of the Ford Focus are sold out so they will be able to buy 2007 models at the 2006 price. She apprised they will purchase four vehicles and the cost is \$10,000 and change each.

Mrs. Auer spoke on the Pandemic Influenza Planning Efforts agenda item. She stated the agenda packet contained some handouts that outlined some upcoming programs on this issue that the committee members might want to attend. Mrs. Auer noted in particular there was a satellite broadcast on May 8th on pandemic influenza as it relates to Public Health Law and the committee members were welcome to attend. She advised the planning efforts were continuing but as Mr. Haskell and she had discussed yesterday it was difficult to plan for something when you were not entirely sure what you were planning for. Mr. Haskell stated he personally would advise that they plan for the worse case scenario so they would be prepared for whatever happened. He commented some very difficult decisions will have to be made such as who will receive any vaccine that might be available, etc. Mr. Haskell recommended a plan should be developed and put in place as soon as possible. Brief discussion followed.

Privilege of the floor was extended to Ms. Jones, who clarified that the broadcast would be held in the 6-103 meeting room on the first floor of the Municipal Center. She said she was not entirely sure how the broadcast would be set up but there was a website listed for it on the handout that could be checked for more information on it.

Concluding the Pending Items, Mrs. Auer noted was the Fluoridation of Community Water Systems item which at the last meeting the committee members had decided they would like to hear an informational presentation about. To that end, she reported the department's Professional Advisory Committee has established a committee to address this issue and they would be meeting next week to prepare the presentation. She stated Robert Phelps, Commissioner of the Department of Social Services, is one of the members of that committee and as part of the presentation he will provide a breakdown of Medicare costs for dental services which this committee had requested. Mrs. Auer stated the presentation would be made at this

committee's June meeting if that was agreeable to the committee members. There was no objection to that schedule for the presentation. Brief discussion ensued between Mr. Barody and Mrs. Auer on the presentation, and she said at this point it would be just to give the supervisors information so they could see if they wanted to take any further action relative to communities fluoridating their water systems.

Mrs. Auer commenced with review of the New Business agenda items.

The first request Mrs. Auer said was to approve the backfilling of an anticipated vacancy of a WIC Program Aid position, Grade 3, salary \$22,259 prorated to .5FTE with no benefits, due to a resignation. She stated the current employee is moving from the area and they would like to be able to fill the position in a timely manner so there will be coverage during vacation time.

Motion was made by Mr. Haskell, seconded by Mr. F. Thomas and carried unanimously to approve the request, as presented, and to refer it to the Personnel Committee. A copy of a Notice of Intent to Fill Vacant Position form is on file with the minutes.

Next, Mrs. Auer requested approval of a resolution to authorize out-of-state travel for Tammie DeLorenzo, Fiscal Manager, and Tara Cote, Principal Account Clerk, to attend the Annual Health Automation Inc. User Conference at Goat Island, Rhode Island on September 13th –15th. She explained the request was being made so far in advance of the conference dates because there was a \$70 savings per person for registering before May 15th.

Motion was made by Mr. Mason, seconded by Mr. Sheehan and carried unanimously to approve the aforementioned request, as presented, and to authorize the necessary resolution for the next board meeting. A copy of the resolution request form is on file with the minutes.

Mrs. Auer requested approval of a resolution to authorize out-of-state travel for Sharon Schaldone, Assistant Director of Home Care, to attend the Eleventh Annual International Meeting and Exposition of the American Telemedicine Association from May 6th – May 10th in San Diego, California. She stated the County was chosen by the Honeywell HomMed firm to showcase the County's Telemedicine Program at a conference booth and they will pay the entire cost for one person to attend except for meals.

Motion was made by Mr. Haskell and seconded by Mr. Mason to approve the aforementioned request, as presented.

Mr. Barody stated he had briefly discussed the conference with Mrs. Auer and he acknowledged that it was a great opportunity for Ms. Schaldone to attend. However, he commented he was pleased that the firm was covering the expenses for the trip because otherwise it would not be allowed. Mr. Barody stated although the department's good work on the Telemedicine Program would be represented at the conference there was no mistake that the department would also be representing the firm's product and helping them to market it. He advised he had asked Mrs. Auer

to have Ms. Schaldone see what other things she might extract from the firm for her time in the booth because the County, not the firm, would be paying her salary during that time.

Ms. Schaldone spoke on the conference. She noted it would run for almost four days and she had obtained a copy of the schedule for all the sessions that would be presented. A copy of the conference schedule was included in the agenda packet. Ms. Schaldone advised she would be at the Honeywell HomMed booth only during the exhibit times. The firm paid the entrance fee of \$875 and she said she will be attending other sessions on Telemedicine and home care.

Mr. Barody called the question and the motion to approve the aforementioned request, as presented, and to authorize the necessary resolution for the next board meeting was carried unanimously. A copy of the resolution request form is on file with the minutes.

Next, Mrs. Auer requested approval of an interfund transfer in the amount of \$1,000 to cover costs of miscellaneous equipment for 2006.

Motion was made by Mr. Haskell and seconded by Mr. F. Thomas to approve the aforementioned request, as presented. Mr. Barody asked what the equipment was; and Ms. DeLorenzo replied it was for a three-fold display board for the health educators to use. She explained that previously such an item would be considered as a supply but now anything that has a useful life of over a year is classified as equipment. Mr. Durkee confirmed for Mr. Barody that they did have portable equipment that can be packed into a can-like container to take to meetings.

Mr. Barody called the question and the aforementioned request, as presented, was approved and referred to the Finance Committee. A copy of the interfund transfer is on file with the minutes.

Mrs. Auer referred the committee members to the Informational item which concerned a forthcoming one-session childbirth-related educational program that would be provided by the department's childbirth educators and maternal child health nurses for a fee. She reviewed the information with the committee members and explained a resolution was not necessary to hold the program because one was already in place that authorized fees for such programs.

Mr. Haskell advised he had to leave the meeting to attend another meeting. He left the meeting; and Mrs. Parsons also left the meeting at 9:51 a.m.

Copies of the Health Services Department's 2005 Annual Report and of the slide presentation of the report were distributed to the committee members, and copies of same are on file with the minutes.

Mrs. Auer noted that Mr. Durkee would provide the power point presentation and she commended his work on it for the department.

Mrs. Auer, Ms. Schaldone, Ms. Jones and Ms. DeLorenzo reviewed the Annual Report in detail

with the committee members.

Mrs. Sady left the meeting at 10:12 a.m.

Mr. Gabriels entered the meeting at 10:51 a.m.; and Ms. Jones left the meeting at 11:04 a.m.

At the conclusion of the presentation of the Annual Report, Mrs. Auer stated a resolution was needed to accept and approve it.

Motion was made by Mr. Mason, seconded by Mr. F. Thomas and carried unanimously to approve a resolution to accept and approve the Health Services Department's 2005 Annual Report, as presented. The resolution was authorized for the next board meeting.

Brief general discussion ensued.

A copy of the Rabies Program Report First Quarter 2006 was included in the agenda packet.

There being no further business to come before the committee, on motion by Mr. Sheehan and seconded by Mr. Mason, Mr Barody adjourned the meeting at 11:15 a.m.

Respectfully submitted,

Katy Goodman, Secretary to the Clerk