

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: HEALTH SERVICES

DATE: SEPTEMBER 1, 2015

COMMITTEE MEMBERS PRESENT:

SUPERVISORS SOKOL
CONOVER
FRASIER
MCDEVITT
WESTCOTT

OTHERS PRESENT:

REPRESENTING WESTMOUNT HEALTH FACILITY:
LLOYD COTÉ, ADMINISTRATOR

REPRESENTING THE DEPARTMENT OF PUBLIC HEALTH:
PAT AUER, DIRECTOR OF PUBLIC HEALTH/PATIENT SERVICES
SHARON SCHALDONE, ASSISTANT DIRECTOR OF HOME CARE DIVISION
GINELLE JONES, ASSISTANT DIRECTOR OF PUBLIC HEALTH DIVISION
TAMMIE DELORENZO, CLINICAL & FISCAL INFORMATICS COORDINATOR
TAWN DRISCOLL, FISCAL MANAGER

KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD
PAUL DUSEK, COUNTY ADMINISTRATOR
MARTIN AUFFREDOU, COUNTY ATTORNEY
AMANDA ALLEN, CLERK OF THE BOARD
FRANK E. THOMAS, BUDGET OFFICER

SUPERVISORS BEATY
DICKINSON
SEEBER
SIMPSON
TAYLOR
WOOD

TRAVIS WHITEHEAD, TOWN OF QUEENSBURY RESIDENT
DON LEHMAN, *THE POST STAR*
SAMANTHA HOGAN, SECRETARY TO THE CLERK OF THE BOARD

Mr. Sokol called the meeting of the Health Services Committee to order at 9:00 a.m.

Motion was made by Mrs. Frasier, seconded by Mr. Conover and carried unanimously to approve the minutes of the previous Health Services 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 amend the agreement with Ability Network Inc., to include an audit document functionality product at a cost of \$92 per month which included transmitting up to 18,000 pages per year, with a cost of \$0.10 per additional page.

Motion was made by Mr. McDevitt, seconded by Mr. Westcott and carried unanimously to approve the request as presented and the necessary resolution was authorized for the September 18th Board meeting. *A copy of the resolution request form is on file with the minutes.*

Next, Ms. Auer requested authorization for Sharon Schaldone, Assistant Director Patient Services, and Tammie DeLorenzo, Fiscal and Clinical Informatics Coordinator, to attend the Home Care Association of New York State Corporate Compliance Symposium in Albany, NY on October 8, 2015.

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

Ms. Auer requested to fill the vacant position of Registered Professional Nurse, Grade 19, annual base salary of \$42,719, due to resignation. She noted this position was 100% reimbursed from various sources depending on patient insurances.

Motion was made by Mrs. Frasier, seconded by Mr. McDevitt and carried unanimously to approve the request to fill the vacant position of Registered Professional Nurse 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.*

Moving on, Ms. Auer requested authorization for Ginelle Jones, Assistant Director of Public Health, to attend the 2015 New York State Association of County Health Officials (NYSACHO) Annual Public Health Leaders' Summit in Canandaigua, NY on October 7-9, 2015.

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

Ms. Auer requested to rescind Resolution No. 381 of 2015 which authorized Tammie DeLorenzo, Clinical and Fiscal Informatics Coordinator, to attend the Delta Health Technologies 2015 National Customer Forum in Altoona, PA. She advised the conference would be offered remotely and could be accessed online. Ms. Auer then requested authorization for Ms. DeLorenzo to attend the Home Care Association of New York State Senior and Financial Manager's Retreat at the Mohonk Mountain House in New Paltz, NY on September 17-18, 2015.

Motion was made by Mr. Westcott, seconded by Mr. Conover and carried unanimously to rescind Resolution No. 381 of 2015, and approve the travel request as presented, and the necessary resolution was authorized for the September 18th Board meeting. *Copies of the resolution request and Authorization to Attend Meeting or Conference forms are on file with the minutes.*

Ms. Auer requested an agreement with Eileen Dashnaw to provide occupational therapy services for a term commencing September 21, 2015 and terminating within 30 days of written notice by either party with all fees to be paid bi-monthly upon receipt of written documentation for each individual visit made.

Motion was made by Mr. McDevitt, seconded by Mrs. Frasier and carried unanimously to approve the request as outlined and the necessary resolution was authorized for the September 18, 2015 Board Meeting. *A copy of the resolution request form is on file with the minutes.*

Next, Ms. Auer presented a request for a transfer of funds in the amount of \$37,000 from various codes to cover per diem nursing including overtime being used for Certified Home Health Agency (CHHA) as well as end of the year supply and telephone expenses.

Motion was made by Mr. Conover, seconded by Mr. Westcott and carried unanimously to approve the request for a transfer of funds, as outlined above, and to refer same to the Finance Committee. *A copy of the request is on file with the minutes.*

Proceeding to the Topics for Discussion section of the agenda, Ms. Auer advised she had included a copy of the Emergency Response and Preparedness Activities Sheet for review, and noted they were currently recruiting to fill the part-time liaison position.

Moving on to Status of Referrals, Sharon Schaldone, Assistant Director Patient Services, stated the referrals continued to increase by small percentages.

Tawn Driscoll, Fiscal Manger, advised agenda Attachment #2 included the Report of Revenues and

Expenditures for 2015 as of August 26, 2015. She advised revenues from the pre-school program would not be reported until March of 2016. Ms. Driscoll commented that the Department's salary expenses were up \$22,444.24 over the prior years figures and she advised this increase was attributed to three retirements earlier in the year.

Ms. Driscoll advised agenda Attachment #3 provided the Revenue and Expense Comparison Report for 2014 vs. 2015. She noted the Comparison Report was off by a week so the expenses were slightly higher than last year's figures, but the salaries were current. Ms. Driscoll stated the revenues remained consistent with last year's figures.

This concluded the review of the Public Health agenda; 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 his agenda review, Mr Coté presented a request to amend Resolution No. 307 of 2013 to include all employees, full time, part-time or per diem with a Registered Nurse (RN), Licensed Practical Nurse (LPN), Certified Nursing Assistant (CNA) and Rehab Aide designation to allow all to be assigned the appropriate step increases based on experience.

Paul Dusek, County Administrator, explained Resolution No. 307 of 2013 was originally used as an incentive for new hires; however, he added, Mr. Coté had requested to include existing staff as well. Mr. Coté confirmed this and noted the change would apply to six current staff members. Mr. Dusek added the Rehab Aide position was new. Mr. Coté agreed, advising the position had been filled by a CNA.

Motion was made by Mrs. Frasier, seconded by Mr. Westcott and carried unanimously to approve the request as outlined and the necessary resolution was authorized for the September 18th Board meeting. *A copy of the resolution request form on file with the minutes.*

Next, Mr. Coté presented a request to amend Resolution No. 328 of 2015 to correct the salary of the Minimum Data Set (MDS) Coordinator position to include two years of 2% salary increases; he added his request would include changing the salary from \$65,000 to \$67,676 retroactive to June 21, 2015.

Mr. Dusek stated this was a non union position, and clarified that what Mr. Coté was requesting was a salary adjustment, due to the fact that the increases would have been received in the old position but were not received due to the position change.

Mr. Westcott, question whether this adjustment would bring the position up to what the typical salary of an MDS Coordinator's salary should be. Mr. Coté stated that this was to award her of the two years she had already been working, and if her were to hire someone of the street the base salary would be the \$65,000.

Motion was made by Ms. Frasier, seconded by Mr. Westcott and carried unanimously to approve the request as outlined and the necessary resolution was authorized for the September 18th Board meeting. *A copy of the resolution request form is on file with the minutes.*

Moving on to Staffing Levels at Westmount Health Facility, Mr. Coté stated currently there were looking to fill two Unit Manager Positions; he explained that it had been a challenge hiring due to the pending sale. He stated they were slightly stressed on staffing, but noted summer vacations were coming to an end which would help matters. Mr. Coté noted they had been working with an agency person who he would like to hire full time, but there were specific items in the contracts, such as buy-out clauses, which Martin Auffredou, County Attorney, was reviewing.

Mr. Coté commended the staff at Westmount Health Facility and stated that they were doing an excellent job.

Mr. McDevitt asked if there was any new information on the sale of Westmount Health Facility. Mr. Dusek replied that there was not, but advised they expected the prospective sale to be included on the agenda for the New York State Department of Health's (NYSDOH) September 24, 2015 meeting to consider awarding the required Certificate of Need. He said if all went as planned, a contingency of Warren County representatives may need to travel to the meeting to answer any questions or concerns in order to keep things running smoothly.

Martin Auffredou, County Attorney, requested an executive session to discuss the pending litigation in the case of Warren County vs. Brown. Motion was made by Mrs. Frasier, seconded by Mr. McDevitt and carried unanimously that executive session be declared pursuant to Section 105 (d) of the Public Officers Law.

Executive session was held from 9:32 a.m. to 9:35 a.m.

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

Motion was made by Mr. Westcott, seconded by Mr. Conover and carried unanimously to approve a settlement in the case of Warren County vs, Brown which would require payment of \$20,000 to be paid within 10 days and the necessary resolution was authorized for the September 18th Board meeting.

Mr. McDevitt inquired as to whether there was any update from special counsel relating to the Siemens Year 10 Performance Guarantee. Mr. Auffredou answered this was an ongoing project which he was in constant communication with special council about. He said he expected an update would be provided to the Committee in the near future.

Mr. Westcott a letter from Siemens had been discussed at the August Board meeting which stated the County's non-response to the performance work acted as their approval. He noted Mr. Auffredou had stated that was not the case and Mr. Westcott questioned whether Warren County would respond on the matter. Mr. Auffredou noted that he believed they had already responded to them on that level, but advised he would check with special council. Mr. Auffredou noted this was historically the indication made by Siemens, however, he said, our response is backed by special council. Mr. Westcott asked if it was possible to get an update or time frame from special council as this issue had been ongoing for quite awhile. Mr. Auffredou stated that he could not give a specific time, but would work on narrowing the time frame down.

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 9:37 a.m.

Respectfully submitted,
Samantha Hogan, Secretary to the Clerk of the Board