

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: HEALTH SERVICES

DATE: OCTOBER 23, 2015

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COMMITTEE MEMBERS PRESENT:

SUPERVISORS SOKOL  
CONOVER  
FRASIER  
MCDEVITT

COMMITTEE MEMBER ABSENT:

SUPERVISOR TAYLOR

OTHERS PRESENT:

REPRESENTING THE DEPARTMENT OF PUBLIC HEALTH:

PAT AUER, DIRECTOR OF PUBLIC HEALTH/PATIENT SERVICES  
SHARON SCHALDONE, ASSISTANT DIRECTOR OF PATIENT SERVICES  
TAMMIE DELORENZO, CLINICAL & FISCAL INFORMATICS COORDINATOR  
TAWN DRISCOLL, FISCAL MANAGER

REPRESENTING MENTAL HEALTH/OFFICE OF COMMUNITY SERVICES:

ROB YORK, DIRECTOR

REPRESENTING WESTMOUNT HEALTH FACILITY:

LLOYD COTÉ, ADMINISTRATOR  
AMANDA ALLEN, CLERK OF THE BOARD  
FRANK E. THOMAS, BUDGET OFFICER

SUPERVISORS BROCK

SEEBER

WOOD

MIKE SWAN, COUNTY TREASURER

DON LEHMAN, *THE POST STAR*

THOM RANDALL, *ADIRONDACK JOURNAL*

SAMANTHA HOGAN, SENIOR LEGISLATIVE OFFICE SPECIALIST

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Mr. Sokol called the meeting of the Health Services Committee to order at 9:45a.m.

Motion was made by Mrs. Frasier, seconded by Mr. McDevitt 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 Public Health Agenda to the Committee members, a copy of which is on file with the meeting minutes.

Commencing the Agenda review, Ms. Auer presented the following requests:

1. To authorize Toni Roth, *WIC Program Coordinator*, to attend the 2015 New York State Manager's Workshop in Suffern, NY on November 17-19, 2015 at a total cost of \$317.19.

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

2. To authorize a participation agreement with Healthcare Information Exchange of New York Inc. (*HIXNY*) to allow access to aggregated patient clinical data held by multiple health care organizations, at a cost of \$500 for the one-time installation fee, in a form approved by the County Attorney.

It was explained to the Committee that this was a district program wherein many agencies combined information and could receive historic data and discharge summaries for patients.

Motion was made by Mr. McDevitt, seconded by Mrs. Frasier and carried unanimously to approve the request and the necessary resolution was authorized for the November 20<sup>th</sup> Board Meeting. *A copy of the request is on file with the meeting minutes.*

3. To authorize a business associate contract agreement with Melissa Lemery, *Registered Dietician*, to provide nutrition services for patients who require them.

Motion was made by Mr. McDevitt, seconded by Mrs. Frasier and carried unanimously to approve the request and the necessary resolution was authorized for the November 20<sup>th</sup> Board Meeting. *A copy of the request is on file with the meeting minutes.*

4. To authorize Sharon Schaldone, *Assistant Director of Patient Services*, to attend the Home Care Association Quality Symposium in Troy, NY on November 17, 2015 at a cost of \$279.

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

5. To authorize a transfer of funds between several budget codes totaling \$19,300 to cover various expenses through the end of 2015.

Motion was made by Mrs. Frasier, seconded by Mr. McDevitt and carried unanimously to approve the request and refer same to the Finance Committee. *A copy of the request is on file with the meeting minutes.*

6. To amend the 2015 County Budget in the amount of \$13,000 to reflect the receipt of an incentive award for the Disease Control Program.

Motion was made by Mr. McDevitt, seconded by Mrs. Frasier and carried unanimously to approve the request and refer same to the Finance Committee. *A copy of the request is on file with the meeting minutes.*

Moving on, the Information for Discussion section of the agenda was reviewed, as follows:

- **Emergency Response and Preparedness Activities** - Ms. Auer noted the monthly Emergency Response and Preparedness Activities Report was included as Attachment #1.
- **Status of Referrals** - Ms. Schaldone briefly reviewed Attachment #4, stating the referral figures remained equal to last year's figures.
- **Reports of Expenditures, Revenues, Overtime and Per Diem Use for 2014** - Tawn Driscoll, Fiscal Manager, reviewed Attachment #2, noting that they were doing well in comparison to last year with the overtime and salaries-regular codes being down a bit, while the salaries-part time code was up. She advised there had been some issues with the August billings which had caused a delay in postings for some grant funds, as well as pre-school program reimbursements.
- **Revenue and Expense Comparison Report for 2014 vs. 2015** - Ms. Driscoll noted the information provided in Attachment #3 included comparisons of 2014 and 2015 figures and she pointed out that while the figures were off slightly, she believed they would even out.

There being no further Public Health business to address, privilege of the floor was extended to Rob York, *Director of the Office of Community Services*, who distributed copies of the Mental Health Agenda to the Committee members; *a copy of the Mental Health Agenda is on file with the meeting minutes.*

Mr. York advised his agenda consisted of only one item which was a request for a Contingent Fund transfer in the amount of \$25,000 to Budget Code A.4390, *General, Psychiatric Expense/Criminal*. He explained the budget in this code had been fully expended, and exceeded, due to a State facility 31-day inpatient psychiatric hospitalization in August of 2015 for a Warren County Jail inmate. Mr. York further explained this was a mandated expense to the County for which they were billed 50% of the per diem costs. He pointed out that the agenda included charts entitled "Court-Ordered Mental

Health/Substance Abuse Expenses” for the months of August and September of 2015 which outlined the expenses incurred and provided a five-year average. Mr. York briefly reviewed the charts, advising that it was impossible to accurately budget for these expenses as they were never sure how many court ordered mental health hospitalizations would occur in a given year.

Motion was made by Mr. McDevitt, seconded by Mrs. Frasier and carried unanimously to approve the request and refer same to the Finance Committee. *A copy of the request is on file with the meeting minutes.*

There being no further Mental Health business to discuss, privilege of the floor was extended to Lloyd Coté, *Administrator of Westmount Health Facility*, who distributed copies of the Westmount Health Facility Agenda to the Committee members; *a copy of the Westmount Agenda is also on file with the meeting minutes.*

Mr. Coté began by thanking Amanda Allen, *Clerk of the Board*, and her staff for re-arranging that morning's meetings to place the Health Services Committee meeting at the end in hopes that Mike McCarthy, *of McCarthy & Conlon, LLP*, would be in attendance to review the 2014 Financial Statements and Independent Auditors Report for Westmount Health Facility which had been distributed to the Committee members at a prior meeting; however, he said, due to some medical testing, Mr. McCarthy was unable to be present.

Mr. Conover entered the meeting at 9:57 a.m.

Commencing his Agenda review, Mr. Coté apprised both of the requests presented for new contracts were time sensitive as the current contracts for these services would expire at the end of the year. He acknowledged that the Westmount sale had been approved and was expected to be completed by December 31<sup>st</sup>, but noted that date was not a surety and it was possible that the services may be needed before the facility changed hands; therefore, he said he was making these requests to have contracts in place if they were needed. Mr. Coté presented the requests, as follows:

1. To authorize a new contract with Edmund McCann, MSW, to provide social worker consulting services at a rate of \$60 per hour for up to 7 hours per quarter (*not to exceed a total of \$2,100 per year*) for the term commencing December 1, 2015 and terminating November 30, 2016.

Motion was made by Mrs. Frasier, seconded by Mr. McDevitt and carried unanimously to approve the request and the necessary resolution was authorized for the November 20<sup>th</sup> Board Meeting. *A copy of the request is on file with the meeting minutes.*

2. To authorize a new contract with Hudson Headwaters Health Network (*HHHN*) to provide part-time physician coverage, medical directorship, on-call clinician coverage and new employee physicals.

Mr. Coté explained there was no cost to the County for the part-time physician coverage or on-call clinician services as HHHN would perform their own Medicaid Part-B billings for them. He further explained the medical directorship services would be provided at a rate of \$100 per hour and the new employee physicals at a rate of \$100 per physical, both of which would be billable to the County.

Motion was made by Mr. Conover, seconded by Mr. McDevitt and carried unanimously to approve the request and the necessary resolution was authorized for the November 20<sup>th</sup> Board Meeting. *A copy of the request is on file with the meeting minutes.*

Mr. Coté provided a brief update on the nursing home sale, indicating that on Tuesday representatives

from Centers Health Care had visited Westmount to meet the staff and answer questions from department heads. He apprised that Centers had offered him a position, which he had accepted and would be staying on at the facility. Mr. Brock questioned how the morale of the Westmount staff was and Mr. Côté responded he believed there was some apprehension amongst the employees, but he believed Centers statements that they intended to retain all clinical staff had helped. A brief conversation ensued.

There being no further business to come before the Committee, on motion made by Mrs. Frasier and seconded by Mr. McDevitt, Mr. Sokol adjourned the meeting at 10:06 a.m.

Respectfully submitted,  
Samantha Hogan, Senior Legislative Office Specialist  
*As transcribed by Amanda Allen, Clerk of the Board*