

HEALTH COMMITTEE MEETING MINUTES  
JULY 20, 2010

HEALTH COMMITTEE MEMBERS PRESENT: Hall, Suprenant, Campbell, Idleman, Pitts

HEALTH COMMITTEE MEMBERS ABSENT: Shay, Sady

SUPERVISORS: Rymph, LaPointe, Lindsay

Debra Prehoda, Clerk of the Board

Roger Wickes, County Attorney

Doug Cosey, Administrator PV

Kevin Hayes, County Administrator

Patty Hunt, Director Public Health

Tina McDougall, PH Fiscal Manager

AGENDA AS PRESENTED IN COMMITTEE NOTICE:

- 1) Call to Order
- 2) Approval of Minutes – June 30, 2010
- 3) Department Reports/Requests
  - A. Public Health
    1. Fiscal Report
    2. EIP/CPSE Report
    3. Program Updates
    4. Miscellaneous
  - B. Pleasant Valley
    1. State Budget Update
    2. Staffing Request
    3. Fiscal Update
    4. Miscellaneous
- 4) Interview Consultant RFP for Evaluation of Options for Operations/Management of Skilled Nursing Health Agencies
- 5) Other Business
- 6) Adjournment

In the absence of Chairman Shay, Mrs. Gayle Hall called the meeting to order at 10:01 A.M.

PUBLIC HEALTH – Patty Hunt, Director, addressed the following items with the committee:

- Fiscal Report – Tina distributed and explained the monthly budget report for 2010, on file. She stated Public Health's 2011 budget meeting is scheduled for August 5<sup>th</sup>. The new Delta software will enable them to electronically check the physicians for Medicare compliance and they are working with Data Processing to have the software installed. Revenues are down \$700,000 from what was budgeted due to a decrease in caseload, approximately 90 clients. They have billed through June 30<sup>th</sup>. Tina addressed a Healthy Communities Capacity grant resolution request to recognize remaining grant funds in 2010 budget. A motion to recognize unspent funds from the Healthy Communities Capacity Building Initiative grant for the 2010 fiscal year in the amount of \$17,000 was moved by Mr. Pitts, seconded by Ms. Idleman and Mr. Suprenant and adopted. A resolution is also requested for a WIC grant that runs out September 30<sup>th</sup>. WIC is requesting to purchase a desk and purchase more privacy dividers transferring funds between line items in the amount of \$1,200 was moved by Ms. Idleman, seconded by Mr. Suprenant and adopted. Four nurses are out on disability and one open nursing slot in Hospice so staffing levels are down as the patient load is down. They currently have six nurses that they expect to be out on maternity leaves. Tina is requesting to amend their Delta software support contract for software to allow the agency to electronically comply with a Medicare secondary payer claim. The name of the Delta program is 837

express. This program is going to take the place of another program and Delta has credited the agency. There is a one-time license fee of \$950 and they are going to credit the agency for nine-months leaving an expense of \$320 plus a \$16 per month support fee. Claims have to be submitted electronically. A motion to approve Delta support program 837 express was moved by Mr. Suprenant, seconded by Mr. Pitts and adopted.

- EIP/CPSE Report – The agency has seen almost a 100% increase in the Early Intervention program. The birth rate in the County is typically between 630 and 640. The pool of children is going down but the stream will stay steady. This is a mandated program. The County has to pay 41% of the cost and manage it. The State continues to make changes to regulations. Tina is waiting on \$828,000 from the State Education Department for claims through December 31, 2009. They have received notice that the next claim is due August 31<sup>st</sup>. They cannot submit a claim until the service is paid. This is currently being paid with stimulus funding. The annual cost of this program is over \$4M.
- Program Updates:
  - They have been trying to look at what they do, how they do it and change how they do things. They have seen a decrease in the number of CHHA patients and looking at how they do things. The agency is involved in the care transitions program through the hospital. Patty is proposing to utilize the Health Educators in a non-clinical manner to teach patients regarding the disease process such as with COPD and congestive heart failure, making sure they have their medications and doctor appointments. Disease control is 100% state funded. They will pilot that program to see how it goes. This should decrease hospitalization, meet community needs and helps maximize the CORE grant.
- Remington Report – “Improving Outcomes through Re-engineered Care Transitions”, handout on file that features the agency.
- Miscellaneous:
  - Mini grant funding identified by the Greater Adirondack Perinatal Network in the amount of \$1,260, which has to be used for i.e. breast-feeding, obesity and oral health. She would like to move forward with the purchase of health banners that were previously approved by the committee but not purchased due to withdrawal of grant funding. A motion to approve acceptance of mini grant funding in the amount of \$1,260 and apply toward educational banners was moved by Mr. Pitts, seconded by Mr. Idleman and Mr. Suprenant and adopted.
- State University of Albany – Patty has been contacted by a Professor from the State University of Albany who is conducting a cancer study – bladder cancer along the river ways and looking at environmental factors such as ground water. The study would be centered at the University of Albany. It involves several counties along the river bringing together data and information. He needed a letter of support by last Friday. She did respond and indicate that the agency would support the project after first addressing this request with Roger Wickes, County Attorney and Chairman Shay. She will keep the committee updated. At this time, she is unsure if they will even get the funding for the project.

- File a public health complaint – Mr. Pitts asked how to file a public health complaint. He received a call regarding cow manure in the road. Patty stated there was no regulation that affects that.
- Two nurses OASIS certified – Medicare submission – This helps determine how we are paid. Two nurses are due for recertification and a workshop is scheduled in September in Syracuse at a cost of \$1,400. The \$1,400 includes the workshop and exam plus an additional \$218 for the hotel. This is a budgeted request. A motion to approve travel/conference expense was moved by Mr. Pitts, seconded by Mr. Suprenant and adopted.
- WIC Events – Upcoming events include the following: (1) three people to a LaLeche League conference in the Capital Region at a cost of \$75 to \$100 each and this is included in her budget, and (2) annual WIC meeting which she purchases registrations (4) depending on what they are doing on any given day and (3) all WIC staff meet in the fall off site, includes all 9 employees which is a whole day of training on various topics at the Spirit of Life Center on September 13<sup>th</sup> at a cost \$200 for the day which she feels is extremely valuable to the staff and it is budgeted. Ms. Idleman stated the Spirit of Life Center does not pay taxes and she would like to see them use another venue. A motion to approve three travel requests was moved by Mr. Suprenant, seconded by Mr. Pitts and adopted.
- 715 voluntary leave hours booked, about 48% complete. The department's voluntary leave time goal is 1434 hours.

PLEASANT VALLEY – Doug Cosey, Administrator, addressed the following items with the committee:

- State Budget Update – No information to update. One provision that will adversely affect Pleasant Valley is the additional unreimbursable 1% assessment, which will result in an annual reduction of \$80,000.
- Staffing Requests:
  - He requested last month another person in the Business Office. He spoke with Barb Winchell, Personnel Officer and she has concerns with a new title. A new title without a list and it could result in a nine-month investment in a person prior to the testing date. The facility has billed through May and June will be billed by the end of the week. Mrs. Hall feels the position should reflect the job duties and placed in the proper title. The Personnel Department needs to address specifications for a coding position and where it would be placed on the salary schedule, probably a Grade 13 at \$33,700.

Mr. Campbell arrived at 10:55 A.M.

A motion to forward to Staffing Review staffing request for a coder position was moved by Mr. Pitts, seconded by Ms. Idleman and Mr. Campbell and adopted.

- The facility has a couple of maternity leaves in the kitchen, two assistant cooks, also two part time food service helpers are leaving, one transferring to another department and one accepting outside employment and an assistant cook going out for surgery. Doug is requesting to backfill two part time food service helpers,

one temporary part time food service helper, and two temporary full time food service helpers. A motion to forward to Staffing Review backfills as requested was moved by Mr. Pitts, seconded by Mr. Campbell and adopted.

- Fiscal Update – handout on file. Expenses are 7.14% under projected budget and revenues are on track. The facility is still getting paid at the 2009 Medicaid rate and has not received IGT funds.
- Miscellaneous:
  - Voluntary leave program – about 20% complete.
  - Citations from DEC on petroleum bulk storage tanks and they have responded to the DEC request awaiting their final determination.
  - Health Department – The facility experienced a problem with the air conditioning two weeks ago and a major repair will be done this week. The Department of Health stated they did a very good job handling this situation.
  - DPW budget amendment – Pleasant Valley had the Department of Public Works pave the parking lot. All the work is complete. They had \$100,000 in budget for paving and the quote from the Department of Public Works for this work including Peckhams was only about \$88,000. They provided additional parking spaces. The budget also includes work on a sidewalk and that has also been scheduled

Interview Consultant RFP for Evaluation of Options for Operations/Management of Skilled Nursing/Health Agencies – The committee interviewed Rob Nasso of EFP Rotenberg, handout on file.

A motion to approved Freed Maxick& Battaglia for the Evaluation of Options study was moved by Mr. Campbell but did not receive a second. A motion to approve CGR for \$72,000 all inclusive in response to the RFPs for the Evaluation of Options for Operations/Management of Skilled Nursing/Health Agencies was moved by Ms. Idleman, seconded by Mr. Pitts and adopted on the following roll call vote: AYES (4) Hall, Campbell, Idleman, Pitts, (1) NOES Suprenant, (2) ABSENT Shay, Sady. Kevin suggested referring this decision to the Finance and Personnel Committee. Funds were included in the 2010 budget for this study, \$72,000. A resolution will go forward out of this committee no matter what the decision at the Finance Committee. Someone can always bring this matter up at the Finance meeting for discussion.

OTHER BUSINESS: None.

The meeting adjourned at 12:23 P.M.