

HEALTH COMMITTEE MEETING
MARCH 31, 2010

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

HEALTH COMMITTEE MEMBERS ABSENT: Suprenant, Sady

SUPERVISORS: LaPointe, Lindsay

Debra Prehoda, Clerk

Kevin Hayes, County Administrator

Doug Cosey, Administrator PV

Tom Quinlan, Comptroller PV

Roger Wickes, County Attorney

Patty Hunt, Director Public Health

Tina McDougal, Fiscal Manager

AGENDA AS PRESENTED IN COMMITTEE NOTICE:

- 1) Call to Order
- 2) Approval of Minutes – January 27, 2010
- 3) Department Reports/Requests:
 - A. Public Health
 - a. Fiscal Report
 - b. Travel Requests
 - c. Corporate Compliance Policy Review
 - d. Request to Reapply for Child Passenger Safety Seat Grant
 - e. Miscellaneous
 - B. Pleasant Valley
 - a. State Budget Update
 - b. Staffing Request
 - c. 2010 Budget Amendment Request
 - d. Fiscal Report
 - e. Miscellaneous
- 4) Other Business
- 5) Department Head Evaluation – Director, Public Health
- 6) Adjournment

Mr. Shay called the meeting to order at 1:00 P.M.

A motion to approve the minutes of the January 27, 2010 meeting was moved by Mr. Pitts, seconded by Ms. Idleman and adopted.

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

- Fiscal Report – Tina McDougall, Fiscal Manager, distributed and explained the 2009 and 2010 budget reports, on file. The 2009 figures are basically complete except for a few rabies bills that may come in from the hospital and they are working with one vendor on accurate invoices for durable medical equipment for Hospice. They owe this vendor about \$40,000 and should have this matter resolved for payment of these vouchers in the April audit. The accounts receivable CHHA balance is a negative balance due to the TPL money coming in (that is where they had to re-bill all their Medicaid patients to Medicare per the Office of the Medicaid Inspector General to make sure they billed correctly). Tina believes they did bill correctly and therefore the agency will not keep that money. All home care agencies in the state had to comply with this request. If it is determined to be Medicare, Medicare pays the agency the full amount and that is the amount they have to turn over to the state. It is not the Medicaid they already paid us; it's the Medicare piece, which is most likely going to be more money. Public Health originally thought they would have to turn around and repay Medicaid what they paid us but they want the Medicare rate. The agency will have to cut a check to Medicaid. They did maximize their core grant amount of \$406,000. The 3-5 children increased 21 children due to kindergarten roundup evaluations. Regarding 2010 budget year, under the revenue accounts, the Home Care

charges are down due to fewer clients compared to this same period last year. The Hospice caseload is significantly lower than last year due to a decrease in the caseload. In relation to the decrease in caseloads, staff is redirected to other areas of the agency as needed and some positions have not been backfilled. The state aid application was submitted in the amount of \$690,000. Tina stated their third party billings go through a company called ZirMed and it is all billed electronically. They are also able to handle the agency's Medicare flu billings. Currently, the agency uses a very timely dial up service and they would like to use ZirMed for these billings. The agency currently pays ZirMed \$149.00 paid per month for third party billing and that amount would not change because they can bill up to a certain amount of claims and they are not close to that amount. There is a one-time fee to set this up for \$199.00 and they would have to sign a contract. This is Internet based and would have a quicker processing time. A motion to approve contracting with ZirMed with one-time set up fee for Medicare flu billings was moved by Mrs. G. Hall, seconded by Ms. Idleman and adopted. Mr. Pitts asked if CHHA, Long Term Care and Hospice are mandated services. Tina replied they are non-mandated services.

- Travel Request – Two travel requests will be addressed next month. Patty does not have the cost of this travel requested at this time. She plans to request to send the Medical Social Worker to Albany for a conference and this just needs the Administrator's approval. Chairman Shay addressed the voucher submitted for travel to a conference in Arizona that included a \$25.00 fee for a joint social event and is that something that is mandatory? Chairman Shay stated Public Health should either justify the cost or if it were him, he would just pay it out of pocket. He stated if you could justify the cost then include it. Patty will check on this further. Tina stated another concern in relation to that same travel request, the Supervisor that is going has held the room via her credit card and she is looking for permission to send it through the May audit. She has a registration form but not an invoice. They want the check to get there before she arrives. Chairman Shay recommends sending it to audit following procedures.
- Corporate Compliance Policy Review – Public Health has had a Corporate Compliance Policy on their books since 2003. In service training is required for any committee overseeing the function of the agency, Home Care/Public Health Department. They have been advised that eight primary points need to be covered in this policy. She reviewed the updated corporate compliance policy with the committee. The main thing they have to do is make sure people are aware of non-retribution for reporting any concerns. A copy of the policy has been submitted to the County Attorney for review.
- Request to Reapply for Child Passenger Safety Seat Grant - A motion to authorize permission for Public Health to reapply for the Child Passenger Safety Seat Grant, application due by May 15th, was moved by Mrs. G. Hall, seconded by Mr. Pitts and adopted.
- Miscellaneous
 - Computer Equipment Requests – In their clinical software package, they have the capacity for a patient to sign on the computer screen that a nurse is there for a visit as it is a requirement for billing and they are ready to move forward with that. The cost was \$3,100 to Delta for setting up the software and a \$62.00 monthly support fee and this expense was budgeted. This is an agency goal to continue to maximize their clinical software. A motion to approve purchase of clinical software for patient signature was moved by Mrs. G. Hall, seconded by Mr. Pitts and adopted.
 - Home Health Consumer Assessment of Health Care Providers Assessment – (federal mandate) this is a new requirement from the federal government. Any

- agencies that are funded with Medicaid/Medicare dollars must by the end of 2010 at the latest have the capacity for an independent third party to perform satisfaction surveys with their clients. They currently do this monthly within the agency. The results will be public information. If in noncompliance by the end of 2010, agencies will be fined 2% of the current market basket rate, loss of 2% on every client they see. They already contract with OCS an agency that reviews their claims to Medicare and is approved by the federal government for these surveys. The cost for this program is \$5,000 which they did not budget as this was unknown. The contract states that it allows them to lock into the \$5,000 price for up to five years. Tina does not know if you have to pay the five years up front. Mrs. G. Hall stated she feels these agencies will increase their cost moving forward. Tina will check on future years cost and report back to the committee. She does have money in her budget from other items that are being deferred. The agency needs to do this to avoid the penalty. A motion to authorize contracting for this survey service at a cost of \$5,000 for the one year was moved by Mrs. G. Hall, seconded by Mr. Pitts and adopted.
- Promotional Items Requests – The agency has had cost of living adjustments in two of their grants, Childhood Lead Poisoning Prevention \$1,903 and Immunization \$2,409. These expenditures have to be for recruitment or retention or other than personal services and must be expended by today. They do not have any time to use this funding for recruitment or retention so they are requesting to purchase outreach materials. The immunization staff is requesting purchase of outreach materials, cups with immunization message on it and stress balls and other supply items. The Lead Coordinator is requesting billboard messages because other program supplies and materials have been taken care of by the grant. She expressed concern over how this billboard message would be perceived during these difficult budget times. This message would be on two billboards. It was recommended that the billboard be sponsored by NYS Department of Health. Whitehall and Fort Edward are high in lead due to lead paint in older homes. A motion to approve request to advertise lead program on the billboards, NYS DOH, was moved by Mrs. G. Hall, seconded by Ms. Idleman and adopted. A motion to approve immunization materials was moved by Mrs. Idleman, seconded and adopted. Mr. Pitts opposed.
 - Home Communities Capacity Building grant (nutrition and physical activity) – The committee formed has grown from 8 to 21 people and they have community members on board. The grant ended today for this first phase and the Glens Falls Hospital has applied for the next phase. Hopefully, this committee can be built into the next grant.
 - Health Care Business Journal (Remington Report) – Staff members, Ann Reynolds and Teresa Roberts, were recognized in a national publication regarding home care transition – people frequently re-hospitalized. Once this report is finalized, she will contact the Post Star regarding recognition of this award. Kevin stated Claire Murphy, ADRC, discussed at the Human Services meeting this very topic about transition coaches (volunteers). He asked about the role of the counties verses the hospital. He asked if we are taking on more of a role and should it be the hospital. Patty stated the hospital staff's role with discharges is different from what Public Health does but she stated we have not been managing the transition coaches and she would need more information. Kevin stated this proposal has administrative aspects to it. Patty stated she has not been involved in that work group.

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

- State Budget Update – Two proposals in the Governor’s budget that would adversely affect Pleasant Valley: elimination of the inflation factor would cost the facility \$110,000 and increase cash receipts assessment \$80,000. The Senate has rejected the 1% assessment and the Assembly would make it reimbursable to the facility therefore no negative effects on assessment proposal. The trend factor remains a viable option. The IGT appears to be higher than projected \$1.8M rather than the \$1.5M projected and that would equate to a General fund contribution of about \$693,000. The County will contribute less than expected. The net result is that we should be a little ahead of the game on the revenue side.
- Staffing Request – Doug is requesting to take the following staffing request to the Staffing Review Committee for consideration: (2) full time cleaners (permanent disability) and requesting to backfill with (2) part time cleaners resulting in a net savings of approximately \$46,000. He was requesting part time at 24 hours each per week but Barb Winchell, Personnel Director has advised him part time is 20 hours or less so he needs to reevaluate this time prior to the Staffing Review Committee meeting. He is also requesting to reduce one full time dietitian (at her request) to part time which they are currently doing but he needs to amend the staffing pattern and a request to backfill one part time food service helper due to a resignation. A motion to forward requests to the Staffing Review committee recommending approval was moved by Mr. Pitts, seconded by Mr. Campbell and adopted. The Adult Home part time typist is out on medical leave and he is requesting a part time one day per week typist to fill in. Doug will check on light duty status. A motion to send part time typist request to the Staffing Review Committee was moved by Mr. Campbell, seconded by Ms. Idleman and adopted.
- 2010 Budget Amendment Request – LPN slots vacant – Doug is requesting to amend the 2010 budget to move funds from the personal services line to contractual services for LPN services through a contract agency. A motion to approve amending 2010 budget, \$80,000 from personal services to nursing contracted services for LPN services was moved by Mrs. G. Hall, seconded by Mr. Pitts and adopted.
- Fiscal Report – Tom Quinlan, Comptroller, distributed and explained the monthly budget reports, on file. The adjusted 2009 net gain is \$2,640,270.00. There still could be a few more adjustments.
- Miscellaneous –
 - Travel Requests – Doug distributed his 2010 Travel Plan, attached. He has one overnight planned. A motion to approve 2010 overnight travel request was moved by Ms. Idleman, seconded by Mr. Campbell and adopted.
 - The April 28th meeting of the Health Committee will be held at PV.

OTHER BUSINESS:

Kevin Hayes, County Administrator, distributed a handout on the RFP/Sale of PV, attached. How does the committee want to word the RFP? If there is not a willingness to do a study then there is no need to have a study. The RFP would include the other non-mandated services discussed, Public Health CHHA, Long Term and Hospice. Mrs. G. Hall stated we owe the residents of this county to look at this. Kevin is trying to determine what the scope of the RFP is. Mr. Lindsay

stated we need to do this to come up with the facts and figures. What kind of analysis does the committee want needs to be determined to develop the RFP for consultant services. What is the scope of services requested? Look at the entire picture, financial and philosophical. Kevin will draft an RFP and send it out to the committee for review prior to the next meeting. Mr. Pitts stated we have something to keep in the back of our minds when we talk about an obligation to the people in Washington County when we say we have to do this because of Medicaid or Medicare. Pleasant Valley does not have a perpetual niche in the health care aged business because every facility their bread and butter is Medicaid and Medicare. It is not predisposed to Pleasant Valley because the county owns it. We cannot think we are doing a disservice to the residents of Washington County because they will not have a place to go because they are on Medicaid or Medicare because that is not the case.

DEPARTMENT HEAD EVALUATION - DIRECTOR OF PUBLIC HEALTH - A motion to enter an executive session to conduct a department head evaluation, Director of Public Health, to discuss the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation was moved by Mr. Campbell, seconded by Ms. Idleman and adopted.

The meeting adjourned for executive session. No action was taken during the executive session.

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