

HEALTH & MEDICAL SERVICES COMMITTEE

Feb. 14, 2012

Present:

Lawrence Andrews, Chairman
Sara Sterling
Robin Andrews
Edward Cross
Kevin McDonald
Raymond Staats
Elizabeth Young

Also Present:

Becky Vinchiarello, Dep. Clerk
Nancy Winch
Michael Cole
Arthur Proper
Ronald Caponera
Chairman Grattan

Press: 1

Chairman L. Andrews called the meeting to order at 4:02 P.M.

Chairman Andrews announced that Dr. Mustapha has expressed interest in getting other doctors involved in a volunteer program for residents in the area. He plans to attend the next meeting to discuss the idea of a Patient Advocacy Group.

Pine Haven - A. Proper

Census Statistics: Percentage of occupancy was at 90% for the month of January. YTD: 90%. As of today's date they are up to 97%. A. Proper credits this to the fact that a nurse is now making a presence at the hospital two times a week to help fill beds. There were 16 admissions to Pine Haven during the month of January 2012 and fifteen discharges from the facility.

Overtime Costs:

Overtime is overstated due to mistakes from their first payroll under the new time system. 2613.68 hours were reported for payrolls two and three. There were several overtime payments that were included in this report that were corrections. A majority of the overtime is with CNA and nursing positions.

Resolution Requests:

Authorization to fill the approved vacant budgeted positions:

(1) part-time RPN, Grade 17 @ an hourly rate of \$25.5560/hour

(1) full-time LPN, Grade 15, at a starting salary of \$47,082.00. Motion to approve by E. Young, seconded by R. Staats, motion carried. Refer to Budget and Salary Review Committee, if approved, Refer to Finance.

New Van

Dave Ames in the Purchasing Department is still waiting to receive the new New York State contract price for the van. Once they receive that they will compare pricing to the quotes they have obtained.

C.O.N. Update

The Certificate of Need application has been completed, but needs to be sent via the Health Provider Network (HPN) as of January 2012. A. Proper was not made aware of this until today. Assumptions have been reviewed by the committee and were signed by Chairman Grattan. The only other outstanding item is the letter of interest to support the financing fee and interim interest amounts used by Orrick, Herrington and Sutcliffe, LLP. The application will not be completed without this letter, but the CON packet will be sent in to keep the process moving and to prevent Pine Haven from having to update it with the 2011 financial statement and frequent rate changes.

In-service Training

They have begun a new internet based in-service training program called Upstairs Solutions. This program will allow them to eliminate the yearly day spent on in-service training for each employee and replace it with training given during regularly worked hours. They will now have a wider range of programs offered and it should produce an estimated savings of \$12,000.

Pharmacy Orders

They are planning to implement a new electronic system of creating pharmacy orders in April. This will allow them to input their own formulary and the formulary of the different insurance providers which will be a cost savings. It will also lessen the amount of time nurses need to devote

to monthly orders. Physicians will also have the ability to access current drug regimens if they need to order something for residents from home. The computer program is of no cost to the facility.

At this point in the meeting L. Andrews announced that Department Heads could leave after they presented to the Committee unless another Department needed them to stay.

Health Department – N. Winch

Resolution Request: To appoint Supervisor Young to the Board of Health for a two year term.

Motion to approve by E. Cross, seconded by R. Staats, motion carried. E. Young abstained. Refer to Finance.

Resolution Request: To increase Home Care per visit charges. Registered Nurse: from \$190.00 to \$205.00 per visit. Physical Therapy: from \$125.00 to 130.00 per visit. This will be effective 1/1/12. It was explained that charge rates have to be higher than reimbursement rates. Motion to approve by E. Young, seconded by R. Andrews, motion carried. E. Cross voted No. **Refer to Finance.**

Resolution Request: Authorization for the Public Health Director to enter into contracts with insurance companies as needed, and negotiate reimbursed rates with them. Motion to approve by E. Young, seconded by L. Andrews, motion carried. **Refer to Finance.**

Resolution Request: To amend resolution 146-2011 to add Rebecca Kelly, Christine Harrington, and Michelle Ramm, Speech Language Pathologists, to contractor lists. Motion to approve by R. Andrews, seconded by E. Young, motion carried. This is budgeted. **Refer to Finance.**

Conference Objective Form: NYS Public Health Association (NYSPHA) 2012 Annual Meeting and Conference. April 18-19th in Troy, NY. Total cost: \$230.00 with one person attending. Motion to approve by E. Young, seconded by R. Andrews, motion carried.

Conference Objective Form: Capital District Engineers Week Conference. February 16, 2012 in Albany, NY. Total cost of \$15.00 with one person attending. Motion to approve by R. Staats, seconded by E. Cross, motion carried.

Conference Objective Form: Gestational Diabetes, April 5, 2012 in Albany, NY. Total cost: \$428.95 with one person attending. Motion to approve by E. Young, seconded by S. Sterling, motion carried.

An Overtime Report was handed out but after many questions it was decided that N. Winch needed to look further into the numbers and tweak the report to re-present to the committee.

Chairman Andrews announced that he would like overtime reports from each department.

N. Winch then reported that eleven representatives from the State were at her department. They received a great report. There were a few minor fractions that they were able to take care of in minutes.

OSC Draft Audit Report:

OSC audited seven local Health Departments. Informal results have been given at this time. It went very well. There are no new problems. They did recommend that high risk food service establishments be visited twice. Due to limited resources in the County Health Department, the State Department of Health allows them to perform a special audit on these establishments. The auditor said they did a great job. Tara Beck should be commended as she spent a great deal of time answering there questions. This report will be posted in April on their website.

R. Caponera reported that Jack Venesky is very close to completing the RFP for the CHHA. He would like to come in and address the Committee. It was decide that he should come to a special meeting with selected Supervisors on the Committee.

Department of Human Services – M. Cole

An update on Federal Salary Share funds was given. M. Cole passed around a report that contained an outline from 2005 on what funds have come into their Department and what funds have been spent.

Resolution Request - Authorization to upgrade a current Clerk Typist GR10 to an Account Clerk GR10B (KT). The employee is working above her grade for some amount of hours in the week. Because of office space being changed around they will need the employee to work as an Account Clerk full time. This would be a GR10B rather than a GR10. Civil Service is aware of this. This is not budgeted, but there is available money in the budget from an unfilled prescriber pool. Motion

to approve by E. Young, seconded by K. McDonald, motion carried. Refer to Budget and Salary Review Committee, if approved, Refer to Finance.

Resolution Request - Authorization to use Federal Salary Share money to utilize Space 360 and Cascades catering services for 4/13/12 DHS Staff Retreat. Motion to approve by R. Staats, seconded by E. Young, motion carried. Refer to Finance.

Resolution Request - Authorization to appoint a new Developmental Disabilities subcommittee member. Motion to approve by E. Young, seconded by E. Cross, motion carried. Refer to Finance.

Resolution Request - Authorization for the purchase of Phase 3 hardware and related items to meet the agencies needs for the new electronic records system. Not to exceed \$32,090.96. To be paid for with Federal Salary Share funds.

Resolution Request – Authorization to purchase from the TenEleven Group a series of enhancements needed for their new electronic records system. Not to exceed \$9,500.00. To be paid for with Federal Salary Share money. Motion to approve both request by R. Andrews, seconded by E. Young, motion carried. Refer to Budget and Salary Review Committee, if approved, Refer to Finance.

Conference Objective Form: Veteran’s Mental Health Training on 2/17/12 in Poughkeepsie, NY. Total Cost: \$150.00 with two people attending. Motion to approve by R. Andrews, seconded by E. Young, motion carried.

FYI- Pending Issues Impacting the Committee

Hudson City Jr. /Sr. HS clinic satellite: Approval sought from OMH. OMH “EZPAR” submitted.

Valatie Behavioral Health Center: (\$2000/mo shared leasing costs with TCRS). Budget updated. OMH and OASAS “EZPAR” submissions pending.

Taconic Hills School Jr. /Sr. HS clinic satellite: Approval sought from OMH. OMH “EZPAR” submitted

The Human Services Department is launching a website. He will let Supervisors know when it is up which will most likely be next month.

Request to move into EXECUTIVE SESSION at 5:06 P.M. by E. Young, seconded by R. Staats, motion carried.

REASON: Personnel

Motion to return to REGULAR SESSION at 5:25 P.M. by E. Young, seconded by R. Andrews, motion carried.

With no further business there was a motion to adjourn at 5:25 P.M by E. Young seconded by K. McDonald, motion carried.

HEALTH/MENTAL HEALTH COMMITTEE

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