

HEALTH & MEDICAL SERVICES COMMITTEE

April 17, 2012

Present:

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

Also Present:

Becky Vinchiarello, Dep. Clerk
Nancy Winch
Joe Ambrose
Arthur Proper
Ronald Caponera

Deputy Chairman L. Andrews called the meeting to order at 4:00 P.M.

Pine Haven – A. Proper

Census Statistics: Percentage of occupancy was at 96% for the month of March. YTD: 94%. There were 18 admissions to Pine Haven during the month of March 2012 and 16 discharges from the facility. There were 203 Medicaid pending days for the month of March. YTD: 1011

Overtime Costs:

Overtime costs and hours for Payrolls 6 and 7 have decreased from payrolls 4 and 5, but are higher than last years. Currently there are 13 employees utilizing FMLA with 11 in the nursing department. The number of hours of overtime in the nursing department is less than what it was in 2011 and 2012's payrolls 4 and 5. They still have new hires that have not finished their orientation periods.

Resolution Request - Authorization to create and fill (1) RPN I, full time, GR17 at a starting salary of \$53,361.00. Discussion ensued on abolishing the Head Nurse Supervisor position that would be vacated due to this creation. This would be budget neutral if the Head Nurse Supervisor position remains vacated. Motion to approve by E. Young, contingent on the understanding that the head nurse supervising position will not be filled, seconded by R. Andrews, motion carried. A. Proper will check with Civil Service to see if the position can be abolished and report his finding to Budget and Salary. **Refer to Budget and Salary, if approved, Refer to Finance.**

Resolution Request - Request authorization to fill the approved vacant budgeted positions:

(1) Nurse Aide II (CNA), full-time, GR 10C at a starting salary of \$28,679.00.

(1) Activity Aide, per diem, GR10 at an hourly rate of \$12.7788. Motion to approve by R. Staats, seconded by R. Andrews, motion carried. **Refer to Budget and Salary, if approved, Refer to Finance.**

New Van:

Resolution Request - Authorization for the Administrator to award the bid to Matthews Buses, Inc. for a new van at a cost of \$48,464.00. This purchase will come from donations given to Pine Haven Home. Matthews Buses, Inc. was the lowest bid that met the specifications. Motion to approve by L. Andrews, seconded by R. Staats, motion carried. . **Refer to Budget and Salary, if approved, Refer to Finance.**

.2 Purchases:

Request authorization for the Administrator to purchase an 8' fire rated door for the activities room at a cost of \$2,520.00. The current door is damaged and needs to be replaced.

Request authorization for the Administrator to have (3) dry-type pendant sprinkler heads installed for (2) coolers and (1) freezer at a cost of \$2,275.00. This will put them in full compliance for 2013 standards. Motion to approve by E. Young, seconded by K. McDonald, motion carried.

Current .2 balance is \$146,739.83.

C.O.N. Update:

The Certificate of Need application review continues to move forward with several requests made by the New York State Department of Health for additional information. This is not abnormal for this type of project. The only outstanding item they have is the letter of interest to support the financing fee and interim interest amounts used by Orrick, Herrington and Sutcliffe, LLP.

Community Presentation:

A community presentation regarding the plans for the new nursing home will be held on Tuesday May 8th at Pine Haven at 3 PM and at the Philmont Village Hall at 7 pm.

L. Andrews announce that a subcommittee meeting should take place within the next two weeks.

Mental Health – M. Cole

Resolution Request – Authorization for a budget amendment providing for a line item for Federal Salary Share in the Mental Health Behavioral Services Department to account for yearly awarding of Federal Revenue Share dollars. Motion to approve by L. Andrews, seconded by E. Young, motion carried. **Refer to Budget and Salary Review Committee, if approved, Refer to Finance.**

Resolution Request - Authorization to open a Valatie Behavioral Health Center.

Resolution 77-2011 was pulled due to complications with the building's proprietors. A separate budget for this project was submitted as rent will now have to be paid and the revenue will not be as large. Motion to approve by E. Young, seconded by R. Staats, motion carried. **Refer to Budget and Salary Review Committee, if approved, Refer to Finance.** It was decided that the 2012 budget will not be changed at this time.

Resolution Request - Authorization to hire a 0.5 FTE Account Clerk to work 10 hours/week in Valatie and 7 hours/wk in Hudson. Resolution 79-2011 was pulled as PT staff was not needed without the Valatie Satellite Office. Motion to approve by L. Andrews, seconded by K. McDonald, motion carried. **Refer to Budget and Salary Review Committee, if approved, Refer to Finance.**

Both of these resolutions are pending the Controller's check for funds in the 2012 budget.

Conference Request: 5/10/12, NY Council on Problem Gambling Annual Conference, Albany, NY Conference Cost - \$50.00 and mileage reimbursement (Conference closer to staff member residence). One person attending.

Conference Request: 5/14/12, Geriatric Mental Health Alliance of New York 2012 Annual Conference Program: Building Integrated Physical and Behavioral Health Care for Older Adults, Albany, NY Conference Cost - \$80.00. One person attending.

Conference Request: 5/15/12, Suicide & Self Mutilation – Stopping the Pain training, Hilton Garden Inn, Albany, NY Conference cost 79.99 each –Total cost - \$239.97 with three people attending.

Conference Request: 5/22/12, Addiction & Brain Injury “Challenge & Opportunities” training, Schenectady, NY. No charge for Conference – requesting approval for mileage reimbursement. (Conference closer to staff member's residents). Two people attending.

Conference Request: 5/21/12 – 5/25/12, 2012 Sex Offense Seminar Albany, NY - No charge for Conference – requesting approval for mileage reimbursement. (Conference closer to staff member residence). One person attending.

Conference Request: 5/31/2012, Couples and Affairs, Albany, NY. Total Cost - \$169.00 plus travel. One person attending.

Conference Request: 5/1-2/2012, Navigating Care Coordination through Ever Shifting Seas. Albany, NY. Total cost \$275.00. One person attending.

Motion to approve all seven conferences by R. Andrews, seconded by E. Young, motion carried.

Health Department – N. Winch

Resolution Request: Authorization for the Director of EI and Preschool Services to sign all county attorney approved contracts. This is recommended by the County Attorney's office.

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

Resolution Request: Renewal of contracts of all providers servicing EI and Preschool children. Appendices attached. Motion to approve by R. Andrews, seconded by E. Young, motion carried. **Refer to Finance.**

Resolution Request: Authorization for the Director of EI and Preschool Services Program to bid, award, execute and adjust transportation contracts. Motion to approve by L. Andrews, seconded by E. Young, motion carried. K. McDonald Abstained. **Refer to Finance.** R. Andrews requested to have the bids sent to her.

Resolution Request: Authorization to add two more providers, Lisa Levine and Spotted Zebra Learning Center to the EI and Preschool Service Providers list. Motion to approve by R. Andrews, seconded by R. Staats, motion carried. **Refer to Finance.**

Resolution Request: Authorization to fill the budgeted position of Account Clerk. GR 10B \$32,953.00 due to a vacancy. Motion to approve by E. Young, seconded by L. Andrews, motion carried. **Refer to Budget and Salary, if approved, Refer to Finance.**

Conference Request: Impacting Oasis-C Process Measures, at Albany Medical Center, Albany, NY. 4/17/2012. Cost \$229 plus tolls. One person attending.

Conference Request: Vaccine Preventable Diseases at Albany School of Public Health. 7/23/12 Cost \$80 plus tolls. Two people attending.

Conference Request: HCA Annual Membership Conference at the Saratoga Hilton, Saratoga Springs, NY. Cost is \$275 plus tolls. One person attending. 5/9/2012

Motion to approve all three conference requests by R. Andrews, seconded by R. Staats, motion carried.

Conference Request: Hope, Healing and Returning Home at CUNY Graduate Center, New York, NY. 5/8/2012. Travel Cost Only. One person attending. Motion to approve by E. Young, seconded by L. Andrews, motion carried.

A Public Health Director's Report to Board of Health was given to the members of the Committee.

Overtime Report: Regularly scheduled work in the Home Care Agency is causing most of the overtime in the Department. N. Winch is working to make changes in this Department to address this issue.

Colorectal Cancer Awareness Summary of Events

Sunset Motel – The owner owns a Quality Inn that has gone into Chapter 11. They have no permit to operate that motel. They have been given a schedule for their fines from the Board of Health and have made the first payment.

Interviews for Environmental Health Director are almost complete.

N. Winch has a meeting with Congressman Gibson regarding funding to assist combating lime disease.

It was announced that the deadline for the RFP for the CHHA is this Friday. Nothing has been received at this time.

Corporate Compliance – An audit on Medicaid billing was done. A tentative report was given at this time. It is not very good. Bonadio will be here Thursday to discuss the findings with the Corporate Compliance Committee. Supervisors are invited to attend.

The MAPP meeting is scheduled for the same night as the Finance Committee Meeting at 5:45.

Request to move into EXECUTIVE SESSION at 4:54 by L. Andrews, seconded by E. Young, motion carried.

REASON: To Discuss Personal

Motion to return to REGULAR SESSION at 4:59 PM by L. Andrews, seconded by E. Young, motion carried.

With no further business there was motion to adjourn at 4:59P.M. by R. Staats, seconded by K. McDonald, motion carried.

HEALTH/MENTAL HEALTH COMMITTEE

Lawrence Andrews, Chairman

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Edward Cross

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