

HEALTH & MEDICAL SERVICES COMMITTEE

June 19, 2012

Present:

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

Also Present:

Becky Vinchiarello, Dep. Clerk
Nancy Winch
Michael Cole
Arthur Proper
Ronald Caponera
RoseMarie Ansel
Patrick Grattan

Press: 2

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

Health Department- N. Winch

Resolution Request - Authorization to amend resolution # 149-2011 (Effective through June 30, 2012) Adding "DYNAMIC CENTER, INC.", as a related service agency to the provider list. Motion to approve by R. Andrews, seconded by E. Young, motion carried. **Refer to Finance.**

Resolution Request- Authorization to fill the budgeted position of Senior Clerk. Motion to approve by E. Young, seconded by E. Cross, motion carried. **Refer to Budget and Salary Review Committee, if approved, Refer to Finance.**

Conference Request - Requesting authorization for one employee to attend a preparation course for the NYS Notary Public Test at CGCC on 6/13/2012 at a total cost of \$77.00. Motion to approve by R. Staats, seconded by R. Andrews, motion carried.

Information:

The Public Health Director's Report to the Board of Health was presented to the committee.

The Environmental Health Director has gone through orientation. They requested that he attend the next committee meeting.

Budget Transfer – Authorization to approve a budget transfer of \$4,000.00 from A0-4E-4010-4263 to A0-4E4010-4026 and an additional \$500.00 from A0-4E-4010-4430 to A0-4E-4010-4429. Motion to approve by R. Andrews, pending approval by the Controller and Budget and Salary Committee, seconded by E. Young, motion carried. **Refer to Budget and Salary Review Committee.**

The committee requested a report showing how many residents are currently being serviced by the CHHA as well as their locations. They would also like to know how many nurses are currently employed by the CHHA. K. McDonald questioned if any steps have been taken to increase the numbers of patients (a marketing approach) N. Winch should also provide this to the Board of Health.

Human Services/Mental Health – M. Cole & R. Ansel

An overtime report was provided to the Committee.

Resolution Request - Authorization to hire a temporary/provisional Mental Health / Substance Abuse Coordinator. Motion to approve by E. Young, amending the request to not include the waiver of salary reduction, seconded by E. Cross, motion carried. **Refer to Budget and Salary Review Committee, if approved, Refer to Finance.**

Resolution Request - Request to fill a vacant position with a FT Children's Mental Health Clinic Therapist due to the increased numbers of children in need of these services. Motion to approve by R. Staats, seconded by K. McDonald, motion carried. **Refer to Budget and Salary Review Committee, if approved, Refer to Finance.** It was requested that a monthly summary of these numbers be provided to the committee.

Resolution Request - Request to appoint new Community Service's Board Mental Health Sub-Committee member. Motion to approve by R. Andrews, seconded by E. Young, motion carried. **Refer to Finance.**

Resolution Request – Authorization to move \$24,200.00 of unused satellite clinic budgeted funds to the primary clinic cost center as well as authorization to transfer \$2,000.00 from their miscellaneous expense fund to their conference fund. Motion to approve by R. Staats, seconded by E. Young, motion carried. **Refer to Budget and Salary Review Committee, if approved, Refer to Finance.**

FYI- Pending Issues Impacting the Committee

Valatie, Pine Haven and Dr. Rabadi MH Clinic Satellite Updates were given.

Discussion ensued on long-term strategic planning for a satellite in the Pine Haven Home. A local pediatric doctor is interested in having the MHC in his office one day a week to do perform screening of his patients.

Pine Haven – A. Proper

Census Statistics: Percentage of occupancy was at 97% for the month of May. YTD: 96%. There were 11 admissions to Pine Haven during the month of May 2012 and 13 discharges from the facility. There were 210 Medicaid pending days for the month of March. YTD: 964

Overtime Costs:

Overtime hours continue to trend lower, especially in the CNA category. Numbers are down to 10.6%. The kitchen and laundry hours were also reduced, but previous schedules were reinstated due to Human Resources' concern regarding the department's use of per diems. Schedules will be modified after review from Human Resources.

Resolution Request – Authorization to fill the approved vacant budgeted positions of six (6) Nurses Aids II (CNA) FT GR10C starting salary of \$28,679.00 and two (2) Licensed Practical Nurses, FT GR15 starting salary of \$47,082.00.

Resolution Request: Authorization to Create and Fill three (3) Food Service helper per diem GR10B \$13.4148/hr. Motion to approve both by E. Young, seconded by R. Andrews, motion carried. **Refer to Budget and Salary Review Committee, if approved, Refer to Finance.**

.2 Purchase – Authorization to purchase two low beds at a cost of \$2,069.12. It is more cost effective for them to purchase these items rather than paying a rental fee. Motion to approve by R. Staats, seconded by K. McDonald, motion carried.

.2 Purchase – Authorization to purchase four flip top tables at a cost of \$870.12 to replace damaged tables that are in use. Motion to approve by E. Young, seconded by R. Staats, motion carried.

.2 Purchase – Authorization to purchase new outdoor furniture from donated funds at an estimated cost of \$7,500.00. Motion to approve by R. Staats, seconded by L. Andrews, motion carried. **Refer to Budget and Salary Review Committee, if approved, Refer to Finance.**

C.O.N. Update:

Although no written confirmation has been received, A. Proper believes they will be attending the August 9th meeting of the Public Health and Health Planning Council. Current outstanding items are the letter of interest to support the financing fee and interim interest amounts used by Orrick, Herrington and Sutcliffe, LLP as well as 2011 financial statements. Mike McCarthy will have 2011 financial statements as soon as he receives additional information from the county.

Physician Services – A meeting was held with Steve Anderson from Columbia Memorial Hospital regarding the contracting of physician services. Columbia Memorial Hospital now manages the Prime Medical Associates practice which currently provides physician services at the nursing home. They have discussed the possibilities of future partnerships as they move forward with plans for a new building.

Annual Picnic:

Due to predicated high temperatures, the Pine Haven's Annual picnic will be postponed to a later date.

R. Staats questioned the high number of overtime hours in the business office again this month. A. Proper explained that the new Payroll system is contributing to this.

N. Winch will call Dr. Mustafa and request that he attends the next meeting.

L. Andrews requested that a county brochure of services offered be designed, rather than doing this by department. It was mentioned the Consortium should be involved with this.

With no further business there was a motion to adjourn at 5:13PM by E. Young, seconded by K. McDonald, motion carried.

HEALTH/MENTAL HEALTH COMMITTEE

Lawrence Andrews, Chairman

Robin Andrews

Edward Cross

Kevin McDonald

Sara Sterling

Ray Staats

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