

HEALTH & MEDICAL SERVICES COMMITTEE

September 18, 2012

Present:

Robin Andrews, Dep. Chair
Sara Sterling
Elizabeth Young
Kevin McDonald
Raymond Staats

Absent:

Lawrence Andrews, notified
Edward Cross

Also Present:

Becky Vinchiarello, Dep. Clerk
Nancy Winch
Michael Cole
Arthur Proper
Ronald Caponera
Rosemarie Ansel
Joe Ambrose
Alice Engel
Nancy Shadic
Timothy Moore
Matt Murell

Press: 1

Public: 1

Supervisor R. Staats called the meeting to order at 4:06 P.M.

Pine Haven – A. Proper

Census Statistics: Percentage of occupancy was at 95% for the month of August. YTD: 94%. There were 11 admissions to Pine Haven during the month of August 2012 and 7 discharges from the facility. There were 127 Medicaid pending days for the month of July. YTD: 457

Overtime Costs: Overtime hours continue to be lower than last years, but are higher than Payrolls 14 and 15. Overall cost of Payrolls 15 and 16 are less than the previous two payrolls. The Labor Day Holiday was included in the most recent payroll which does generally increase the percentage of overtime.

Resolution Request – Authorization to abolish (1) RPN I FT GR17 at a starting salary of \$53,361.00, and authorization to Create and Fill (1) Head Nurse II, FT GR19 at a starting salary of \$59,642.00. 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 fill the following vacant budgeted positions:

(1) Licensed Practical Nurse, PT GR15 at an hourly rate of \$22.5489

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

(1) Food Service Helper PT GR10B at an hourly rate of \$15.7821

Motion to approve by E. Young, seconded by S. Sterling, motion carried. **Refer to the Budget and Salary Review Committee, if approved, Refer to Finance.**

C.O.N Update – A. Proper was notified that they will be on the agenda for the September 20th meeting of the Establishment Project Review Committee of the Public Health and Health Planning Council as well as the full Council meeting on October 11th. Both meetings will be held in New York City. The Department of Health has given contingent approval of the project including the eight additional beds that were requested. Motion to approve the travel to NYC by train, by E. Young, seconded by K. McDonald, motion carried.

Health Department – N. Winch

Resolution Request – Authorization to transfer funds in the amount of \$2,100.00 within the Health Department budget. Motion to approve by K. McDonald, seconded by E. Young, motion carried. **Refer to Finance.**

Resolution Request – Adding Vernea Diehl as an independent Special Educator to the early intervention provider list . Motion to approve by E. Young, seconded by R. Staats, motion carried. **Refer to Finance.**

Conference Request – Authorization for one employee to attend the 2012 NHTSA Region Two Child Passenger Safety Technical Conference on October 25-27 in Atlantic City New Jersey at a total cost of \$150.00. Motion to approve by K. McDonald, seconded by E. Young motion carried.

2011-2012 Program Costs: Certified Home Health Agency – Adult – N. Winch reported that billable visits have decreased. They discussed moving nurses out of the CHHA and into the DOH in the future.

A handout was given on the 2011-2012 Program Costs of the Certified Home Health Agency (Maternal Child) as well as the Early Intervention Program Budget State report of expenditures . The committee reviewed the Departments overtime report and the Public Health Directors report to the Board of Health. N. Winch offered to mail out a copy of her job description to Supervisors. The description is part of Public Health Law.

It was also mentioned that the Department is trying to acquire a small generator for their vaccines for a cost of \$4,600.00. This would assist them during power outages, rather than having to move the vaccines to an alternate location, which is currently their only option.

Mental Health – M. Cole

Overtime Report – the Information Specialist was the only employee with overtime reported.

Resolution Request - Authorization to purchase additional Electronic Health Record software programming development at a cost not to exceed \$36,000.00. Motion to approve by E. Young, seconded by R. Staats, motion carried. Refer to the Budget and Salary Review Committee, if approved, Refer to Finance.

Resolution Request - Authorization to contract with the Healthcare Consortium for grant writing services as they have competitive rates. The total cost would be for a yearly amount of \$25,000.00. The Controller announced that this would have to go out to bid as it is over \$10,000.00 for professional services. The committee decided to amend the request to not exceed \$7,500.00 at this time, giving the Department something to start with. S. Sterling made a motion to approve the resolution with an amount to not to exceed \$7,500.00, seconded by E. Young, motion carried. Refer to the Budget and Salary Review Committee, if approved, Refer to Finance. M. Cole will work on putting together a bid in the meantime.

Resolution Request - Authorization to move \$41,740.00 of unused satellite clinic budgeted costs to the primary clinic cost centers to give the department the proper tools to fully utilize 2012 budget dollars. J. Ambrose will provide reports of profitability on the satellite centers. Motion to approve by E. Young, seconded by R. Staats, motion carried. Refer to the Budget and Salary Review Committee, if approved, Refer to Finance.

Resolution Request - Authorization to eliminate a budgeted, approved and vacant 17hr/wk Account Clerk and authorization to create and fill a partially budgeted 35/wk FT Account Clerk. Motion to approve by R. Staats, seconded by S. Sterling, motion carried. Refer to the Budget and Salary Review Committee, if approved, Refer to Finance.

Resolution Request - Authorization to lease Suite 206 of the Valatie Medical Arts building for the purpose of operating a collocated Mental Health/ Substance Abuse out-patient treatment clinic satellite. They are working with County Attorney's office on the lease. They plan to start at 17 hrs a week. Twin Counties will lease 25% of the site. Motion to approve by E. Young, seconded by S. Sterling, motion carried. Refer to the Budget and Salary Review Committee, if approved, Refer to Finance.

Resolution Request - Authorization to revise resolution number 294-2012 to reflect the accurate contract salary of \$68,272.00 Motion to approve by R. Staats, seconded by E. Young, motion carried. Refer to Finance.

Request to move into EXECUTIVE SESSION at 5:15PM by R. Staats, seconded by K. McDonald, motion carried.

REASON: Contract Negotiations

Motion to return to Regular Session at 5:41PM by E. Young, seconded by S. Sterling, motion carried.

Resolution Request - Authorization to reestablish a GR 21B Senior PSWA II position for John Lyons (due to a loss in grant funding there was previously a change in title). Motion to approve by S. Sterling, seconded by E. Young, motion carried. R. Staats voted NO. Refer to the Budget and Salary Review Committee, if approved, Refer to Finance.

Conference Request – Authorization for one employee to attend the Addiction Medicine Weekend in Albany, NY on 11/2/12 – 11/3/12 at a cost of \$150.00 and reimbursement for mileage (88 miles - employee lives closer to conference than place of employment). Motion to approve by E. Young, seconded by R. Staats, motion carried.

Pending Issues Impacting the Committee - They are working on other satellites and need to look at feasibility studies of the existing ones.

With no further business there was a motion to adjourn at 5:49PM by R. Staats, seconded by E. Young, motion carried.

HEALTH/MENTAL HEALTH COMMITTEE

Lawrence Andrews, Chairman

Robin Andrews

Edward Cross

Kevin McDonald

Sara Sterling

Ray Staats

Elizabeth Young