

HEALTH & MEDICAL SERVICES COMMITTEE

January 15, 2013

**Present:**

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

**Also Present:**

Becky Vinchiarello, Dep. Clerk  
Nancy Schadic  
Alice Engel  
Arthur Proper  
Ronald Caponera  
Paul Mayor  
Joe Ambrose  
Angela Timothy  
Ellen Thurston

Press: 1

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

R. Caponera opened the meeting explaining that the County had tasked the Bonadio Company with performing an audit and review of those County Departments most effected by Medicaid. He explained the assessment process that had taken place throughout 2012. P. Mayor attended the meeting to report the findings to the Committee.

Corporate Compliance – P. Mayor, Principal / Compliance Consultant for the Bonadio Group.

P. Mayor explained that his company was asked to perform a risk assessment of the County's M. Health, Nursing Home, CHHA, EI, Preschool as they relate to Medicaid billing. Small samples of records were selected for the assessment. Bonadio audited the Department's forms, billing processes and documenting of records. They were looking for systemic risks that may affect Medicaid billing. Findings Comparisons were handed out to the Committee.

**Mental Health-** This Department showed the most improvement from one audit to the next. Case management findings were discussed. There were many repeat issues in this section but a Plan of Correction has been submitted.

**EI and Preschool -**Very few findings were reported in this Department. It was noted that they have good controls in place.

**Pine Haven Nursing Home** – Eight records were searched in the nursing home. Several repeat findings were found. P. Mayor suggested that many findings could be minimized with the implementation of an electronic records system, of which Pine Haven does have budgeted for 2013.

**CHHA** – There were two areas reported that had shown improvement, two repeat findings, and one new finding from the January to the August review. A Plan of Corrective Action was attached.

It was discussed that in the coming year the County will need to address their data and IT security. This needs to be reviewed and a policy needs to be created to address a breach.

R. Caponera would like the information presented at this meeting to be reported to the Full Board. P. Mayor will put together an executive summary for all Supervisors and will attend the February Full Board meeting. P. Mayor announced that the County is in much better shape now then it was prior to having a Compliance Committee. The potential of rounds of audits taking place in the future were discussed. There should be another round of Mental Health Clinic audits in the future.

Pine Haven – A. Proper

Chairman Andrews explained that a Pine Haven Subcommittee meeting had taken place prior to the Home Committee Meeting. They decided to send the RFPS for the next phase of construction of the New Pine Haven Building to the following firms:

Fontanese, Folts, Aubrecht & Ernst - Orchard Park, NY

Angerame Architects - Albany, NY

RBSD Architects – NYC

Clark Patterson Lee - Rochester, NY

Nadasky Kopelson - New Jersey

Census Statistics- Percentage of occupancy was at 89% for the month of December 2012. YTD: 94%.

There were eight admissions to Pine Haven during the month of December 2012 and sixteen discharges from the facility. There were 256 Medicaid pending days for the month of December 2012, YTD: 893.

**Overtime** – Overtime was up for the first payroll of the year. Cost of payroll and percentage of overtime were higher compared to last year's totals. This was a result of several employees out with the flu and holiday scheduling. They have started a staffing committee that will look at ways to reduce overtime and better utilize employee hours.

**Resolution Request** - Authorization for the administrator to fill the following positions:

- (1)LPN FT GR15 at a starting salary of \$48,259.00
- (1)LPN PT GR15 at a starting salary of \$23.1125/hr.
- (1)Nurse Aide II FT GR10C at a starting salary of \$29,396.00/hr
- (1)Nurse Aide II, PT GR10C at a starting salary of \$14.0785/hr

Motion to approve the requested positions by E. Young, seconded by K. McDonald, motion carried.

**Refer to Budget and Salary Review Committee, if approved, Refer to Finance.**

**New Pine Haven Update** – A certified check and responses to the New York State Department of Health requested contingencies were sent to Bureau of Project Management last week. They have not had any correspondence with them since then. There deadline to submit the above was January 15<sup>th</sup>.

A. Proper announced that the Cell Tower has been put up next to the Nursing Home.

He also explained that the Nursing Home is due to receive \$1,391,886.00 in Intergovernmental Transfer Money by the second week of February. Similar to last year, they will be working with the Treasurer to ensure adequate cash flow until the funding is received.

**Health Department**- N. Shadic

Angela Timothy, the newly appointed director of the Department of Health, was introduced to the Committee. She will be starting employment with the County on February 4<sup>th</sup>.

**Resolution Request**- Authorization to transfer funds in the amount of \$4,626.00, from various accounts into other various accounts for 2012. This budget amendment is needed to balance over budget line items. Motion to approve by R. Andrews, seconded by E. Cross, motion carried. **Refer to Finance.**

**Resolution Request** -2013 Laboratory Services contract renewals. Motion to approve by K .McDonald, seconded by E. Young, motion carried. **Refer to Finance.**

**Resolution Request** –Authorization to amend Resolution 415-2012 to add a STD/HIV Nurse Practitioner as they are having a hard time covering clinics due to availability. This would be used as a backup to cover already anticipated hours. Motion to approve by L. Andrews, seconded by R. Andrews, motion carried. **Refer to Finance.**

**Resolution Request** –Authorization for the Director to engage in and sign all Trading Partner Agreements for Early Intervention and Preschool Programs with all appropriate providers who will be or are required to bill electronically for the time period commencing now through June 30, 2013. This resolution will be re-authorized annually thereafter. Motion to approve by E. Young, seconded by E. Cross, motion carried. **Refer to Finance.**

**Resolution Request** – Authorization to add an independent speech pathologist to the provider list for Early Intervention/Preschool. Motion to approve by R. Andrews, seconded by E. Young, motion carried. **Refer to Finance.**

**Conference Request** - Engineers Week. 2/14-2/15, Albany, NY. This is an annual conference at a cost of \$180.00 to be paid for out of the Water Grant. Three people have requested to attend.

**Conference Request** - NYSPPHA 2013 Annual Meeting on 4/24-4/25 in Troy, NY. One person is requesting to attend at a total cost of \$255.00. Motion to approve both Conference Requests by E. Young, seconded by E. Cross, motion carried.

**Information Reports:**

CHHA/MCH Financial Reports were handed out

Current Census – 11 patients. The County lost around \$600K not including indirect costs due to the CHHA. R. Andrews will be having discussions with the new director regarding this.

Preschool Program Purchases were reviewed. They recently purchased an iPad and a receiver for two children with special needs. They will be compensated 59.5% of the cost from the State Education Department. Motion to approve these purchases by R. Staats, seconded by E. Cross, motion carried. An update on the flu was briefly discussed. The Health Department is providing shots by appointment.

**Mental Health** – R. Ansel and J. Ambrose

There was no overtime reported in December 2012.

**Resolution Request** - Authorization to Reclassify a 1.0 FTE Computer Programmer Assistant from Grade 13 to Grade 15B. This is in the budget. A brief history of the position was given. MIS does not service the Mental Health center. This GR13 handles the IT needs of the Department. They have requested that he be moved to a grade equivalent to someone in the MIS Department. Because of the Electronic Records system they need constant maintenance. R. Ansel explained that R. Juliano is aware

that they are putting in for this grade change. The Committee would like input from R. Juliano on this subject. They would like him to attend the next Budget and Salary Review Committee. It was questioned furthermore, if it should go through the Salary Review Committee.

**FYI- Pending Issues Impacting the Committee**

**Valatie Behavioral Health Center-** The opening of the MH Clinic Satellite is anticipated to occur within a few weeks. They have an estimated 1,100 clients right now. Many donations of furniture were made. The Committee congratulated Rosemarie Ansel for her efforts.

**J. Ambrose** gave a special thanks to **R. Caponera** and **D. Ames** for assisting with purchases and budget transfers that had to take place prior to the end of the year.

**-Child Advocacy Center- MH Clinic Satellite- Development is in Progress.**

**-\$19,000.00 in funding from the Foundation for Community Health was awarded to the MH Clinic to serve children and families living within the Townships of Ancram and Hillsdale**

**-Two bids have been received in response to the 12/14/12 RFP for Assisted Competitive Employment Program- proposals are being evaluated and award notification is anticipated within two weeks.**

**The Community Services Board Dinner will take place at 5pm on the 30<sup>th</sup>. They will be honoring Sheriff Harrison this year. Supervisors should let J. Stuplebean know if they can attend or not.**

**With no further business there was a motion to adjourn at 5:10PM by R. Andrews, seconded by E. Cross, motion carried.**

**HEALTH/MENTAL HEALTH COMMITTEE**

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**Lawrence Andrews, Chairman**

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