

HEALTH/MEDICAL SERVICES COMMITTEE
July 16, 2013

PRESENT:

Robin Andrews
Kevin McDonald
Edward Cross
Raymond Staats
Sarah Sterling
Elizabeth Young

ABSENT:

Lawrence Andrews, notified

ALSO PRESENT:

Gail DiCosmo, Clerk
Angella Timothy
Michael Cole
Joseph Ambrose
Arthur Proper
Rosemarie Ansel
Elena DeFio-Kean
Thomas Garrick
Roy Brown
1-Public

PRESS: 1

Deputy Chairwoman R. Andrews called the meeting to order at 4:03 PM.

A motion was made by E. Cross, seconded by S. Sterling to move into EXECUTIVE SESSION at 4:03 PM, carried.

REASON: to discuss certain personnel

A motion by S. Sterling, seconded by E. Young to return to REGULAR SESSION at 4: 13 PM, carried.

Another motion by S. Sterling, seconded by E. Young to go back in to EXECUTIVE SESSION at 4:14 PM carried.

REASON: to continue discussion on certain personnel

A motion by S. Sterling, seconded by E. Young to return to REGULAR SESSION at 4:31PM, motion carried.

The new Job Description was reviewed by the committee. The title of position is Nursing Home Facilities Foreman, which qualifications and duties will need to be reviewed and/or revised by Civil Service. This will combine 3 positions into one, Housekeeping, Laundry and Maintenance, motion by E. Young, seconded by E. Cross was made to accept the job description, carried. Deputy Chair R. Andrews is concerned about the minimum qualifications would make the pool too small, motion carried. One (1) R. Staats, abstained for further review. This will be forwarded to Civil Service for their recommendations.

Health Department: A. Timothy

Resolution Request: Authorization to appoint an Early Intervention Official and County Representative on the Committee on Preschool Education, motion by E. Young, seconded by E. Cross, carried. Refer to Finance.

Resolution Request: Authorization to appoint Dr. Melamed to the Board of Health, effective term July 1, 2013 through June 30, 2019, motion by K. McDonald, seconded by E. Young, carried. Refer to Finance.

FYI:

CHHA/MCH Financial Reports distributed with review.

CHHA June Statistics: (Adults) net cost to county is approximately \$104,365.00; 6 month period

MCH June Statistics: Maternal Child Health \$113,009.00; 6 month period

Overtime Report: June 2013 is down over \$2300.00

Public Health Directors Report, (monthly) distributed with review.

Pine Haven Home: A. Proper

Census: dealing at 96%, Five (5) admissions in June, One (1) person passed away; breakdown is 8 discharged in June, including the five (5) admissions, three (3) went to the hospital; One (1) went home.

Overtime: percentage and overall cost of payroll is down compared to 2012. This payroll included the July 4th holiday. Also A. Proper informed the committee they moved forward with UPSEU regarding the flexibility of days for part-time employees. Agreement was to look at current per-diem usage and convert to part-time when needed. Newly hired part-time employees would have days scheduled based on where our needs are and not set days.

Resolution Request : Authorization to fill approved vacant budgeted positions: Two (2) Nurse Aide II, Full-Time GO LOC starting salary of \$29,396.00 and One (1) Nurse Aide, PT, GO LOC, hourly rate of \$14.0785; motion by E. Young, seconded by K. McDonald, carried. Refer to .1 Committee, if approved forward to Finance.

Resolution Request: Authorizing the Administrator of Pine Haven to award the bid for Disposable incontinent briefs, liner and protective pads and protective under to Bunzl Scotia, being the lowest acceptable, responsible bidder for the period of August 15, 2013 through July 31, 2014. Justification attached with Resolution Request. Forwarded over today July 17, 2013.

.2 Requests: Authorization to purchase (10) Spa America Geo Plus mattresses at a cost not to exceed \$1960.00, motion by E. Young, seconded by E. Cross, carried.

.2 Requests: Authorization to purchase two (2) Five Liter Oxygen Concentrators with sensors at a cost of \$1110.00, motion by S. Sterling, seconded by E. Young, carried.

Human Services: M. Cole

Follow-Up /Requests from the Committee

**Overtime Report-Support staff assisting with high volume of requests
Budget Justification Worksheet- as of 7/16/2013 keeping within budget.**

Resolution Status: M. Cole was concerned that the resolution for common Ground was pulled in May and was not included in June resolutions. M. Cole should check with Human Resources office.

Stop DWI Funding Allocation Methodology; M. Cole advocated for when additional funding became available that Twin Counties would be considered for allocation for their preventive services. K. McDonald stated this goes to County Department, i.e. DA's office, Sheriff's Dept., Probation, etc. K. McDonald would like that to continue to go to the mentioned department.

Overview of the Justice Center: distributed to committee members and began: Protection of People with Special Needs, this is an initiative that will transform how the state protects over one million New Yorkers in State operated, certified or licensed facilities and programs and will establish the strongest standards and practices in the nation for protecting people with special needs and disabilities. This overview is the Justice Center for the Protections of People with special Needs will have the primary responsibilities for tracking, investigating and pursuing serious abuse and neglect complaints in these facilities.

Workplace Violence Exposure Assessment Completion and Staff Training Status: that is posted on the site as attachment to Res. No. 148- 2013 of the July 10, 2013 F.B. M. Cole should contact Human Resources about training. I know all the bldgs. previously had training.

2014 Strategies Tracking Table for Community Services Board: distributed to committee for review: Screening needs to be done @ the earliest possible time and of prevention, screening and treatment.

Resolution Requests:

Authorization to purchase a 4 wheel drive vehicle for use by Behavioral Health Care Coordinators prior to the surplus of the 2003 Ford Escape, this is on hold, M. Cole will have to work with D. Ames on this, and then re-submit with a cost not to exceed....

Authorization to fill a recently vacated budgeted 1.0 FTE Behavioral Health Care Coordinator, motion by E. Young, seconded by S. Sterling, carried. Refer to .1 Comm., if approved forward to Finance.

Authorization to fill a new unbudgeted 1.0 FTE Behavioral Health Care Coordinator, motion by E. Young, seconded by S. Sterling, carried. Refer to .1 Comm., if approved forward to Finance. One (1) R. Staats abstained needing justification.

Authorization to fill a vacated budgeted 1.0 FTE Administrative Assistant (Additional discussion of the possibility of changing title to Billing Manager, grade unknown which will then be resubmitted at next home committee), motion by R. Staats, seconded by E. Cross, again more justification. Refer to .1 Comm., if approved forward to Finance.

Authorization for the promotion of Zebulan Haggerty, will be forwarded this month again to Full Board.

Authorization to adjust Resolution 191-2013 for a temporary per diem clerk typist for one (1) year for up to 500 hours annually, GR 10, not to exceed \$7,500.00 for the 12 month period to come from the Federal Salary share, motion by E. Young, seconded by S. Sterling, carried. Refer to .1 Comm, if approved forward to Finance.

Authorization to fill a recently vacated budgeted 1.0 FTE Nurse, GR 19, salary \$61,133.00 subject to the 15%, 10%, 5 % salary reduction. This position is due to a resignation of the current nurse effective 8/23/13. Motion by E. Young, seconded by E. Cross, carried.

Refer to .1 Comm, if approved forward to Finance.

Conference Objective Forms: 10/25/13- 10/27/13 – Cathy Darling, NPP to attend the 37th Annual Psychopharmacology Conference in Boston, MA. Conference Cost Early Registration-Before 8/15 \$595.00 after 8/16 \$645.00, 3 Nights - Room cost total approximately \$450.00; Meal Allowance. Employee will use personal vehicle and will not be reimbursed for mileage, .total Cost not to exceed \$2,000.00, motion by E. Young, seconded by E. Cross, carried.

FYI- Pending Issues Impacting the Committee

NYS OMH 2006-2008 COPS/ CSP Overpayment Recapture of \$688,000.00 (some of which should have been held in reserve) Reimbursement of overpaid amount is \$688,000.00, the Committee was not aware of this activity from prior to 2009, PJ received this yesterday and are looking into it if any was held in a reserve.

The August 21st Committee Meeting will be held at the Pine Haven Home that evening @ 5:00 PM. to be confirmed with A. Proper and McCarthy Associates.

With no further business a motion at 5:53 to adjourn by R. Staats, seconded by K. McDonald, motion carried.

