

**HEALTH/MEDICAL SERVICES COMMITTEE
OCTOBER 15, 2013**

PRESENT:

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

ALSO PRESENT:

**Gail DiCosmo, Clerk
Michael Cole
Angella Timothy
Arthur Proper
Terry Robinson
Joseph Ambrose**

PRESS: 1

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

From the previous budget review meetings, there was a need to specific items in each department's budget. A review of Pine Haven's Income Budget was reviewed. Additional income is due to the new contract with Selective Therapy. That was reviewed with the adjustments and Chairwoman Andrews thanked T. Robinson & A. Proper for their time and work on this. Chairwoman Andrews stated this is a huge help, and looks great, now that they have the setup, it would be easier to keep updated and followed.

Chairwoman Andrews questioned where we were at in-reference to the CHHA staffing? Angella Timothy informed the she will be bringing in a plan for staffing phases. Phase I is the Pre CHHA and Phase II is the Post CHHA.

PINE HAVEN:

Census statistics is 92.08%. Admissions are 8 during the month of September. The entire payment source is Medicare. There were 12 discharges during the month of September as: 8- In the hospital, 2-passed away, 3- went home.

Overtime: Overtime cost and percentage increased from Payroll 19, but the overall cost of payroll was down. Pine Haven is close to reaching an agreement with UPSEU regarding per-diem employees. UPSEU is considering allowing us flexibility of scheduled days for both full-time and part-time new hires which should help overtime and overall payroll. Pine haven will need to convert regularly scheduled per-diem into part-time employees. This agreement would be done on a trial basis which would give us the opportunity to determine if it is beneficial to the County.

Resolution Request: Authorization to approve vacant budgeted positions as follows:

One (1) LPN, PT, Grade 15, starting salary of \$23.1126 per hour; Abolish One (1) Nurse Aide, per-diem at \$19.0049 per hour, motion by E. Young, seconded by K. McDonald, motion carried. Forward to .1 Committee and Finance.

New Pine Haven Update: The architects have continued to create more detailed drawings for the West site. Soil borings have shown that the rock on the West site can easily be removed.

Architects should be able to give a total site development estimate for both sites next week.

There is no additional news regarding use of the Pine Haven as a Veteran's Care Center.

Resolution Request to enter into a contract with Emergency Medical Care for telemedicine services. This will allow residents to be evaluated immediately by physicians to prevent unnecessary visits to the hospital emergency room. Emergency Medical Care provides equipment that allows their physicians to evaluate residents via the computer. This is not cost to Pine Haven and is billed to Medicare by their company, motion by E. Young, seconded by E. Cross, motion carried. Forward to Finance.

Select Therapy is set to begin services on December 1, 2013.

HUMAN SERVICES/MENTAL HEALTH:

Overtime Report- was reviewed with no new hours in overtime. Budget Justification Worksheets, reviewed and down to 71.8% using PCT. Response to Chairman Grattan 10/3/13 memo-submitted accounts payable and accounts receivable were forwarded to Chairman Grattan.

Resolutions:

Authorization to contract with Advance Glass for bullet proof glass purchase and installation in reception area, the committee tabled this. M. Cole needs to get an 2 additional quotes, and ask if Facilities can do the installation, motion by R. Staats, seconded by E. Young, motion carried.

Authorization to increase the frequency of the cleaning of the third floor of 325 Columbia Street from once daily to twice daily, the items need to be addressed with R. Pinto, neither should be a resolution request.

Authorization to transfer and amend the 2013 budget expense limit to \$40,000.0, and transfer \$10,000.00 between accounts, this will need to be approved by Chairman Grattan, motion by E. young, seconded by S. Sterling, motion carried. Pending approval from Chairman Grattan.

M. Cole had informed the committee he received a resignation prior to the meeting, and there is an immediate need to fill the position as soon as possible. He sent the information along with the 30 day to the Clerk of the Board. This position is a GR 19B, Step 1 salary of \$53,331.00; M. Cole will send his information over and

Chairwoman R. Andrews will sign off on the 30 day and Res. Request, forward to Finance.

Motion made by R. Staats, seconded by S. Sterling to approve, motion carried.

FYI- Pending Issues Impacting the Committee

Short term delays in scheduling non-urgent intake appointments at the Mental Health Clinic are occurring (current number of adults on waitlist equals 46)M. cole presented a spreadsheet on Mental Health Clinic Overview 2009- 2013, t6hat showed the clinics growth in the last 5 years.

Space Concerns- not enough since the District Attorney moved in.

HEALTH DEPARTMENT:

Timothy submitted the monthly CHHA/MCH Financial Reports, CHHA July Statistics, MCH July Statistics, Overtime Report, and the Public Health Director's Report.

Overtime Report: This was well under budget this month.

Some of the reports were dated 2011-2012; she did not want to review them due to the dates on the reports. She was not sure that the information was changed from the previous year. She will double check, if the date was not changed she will update the committee at a later date.

Public Health Director's Report: included topics were:

Administration, Flu Season, NYS Immunization/Mask Requirements, Annual Budget reviews, Community Health Assessment/Improvement Plan is due to be filed on November 15, 2013. Also the Health Dept. is receiving a grant for Immunizations, Billing and Activities.

Environmental Health: Director Jim Rich has resigned from his position with the County.

With no further business, a motion to adjourn at 5:47PM by E. Young, seconded by E. Cross, motion carried.

