

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: HEALTH SERVICES

DATE: FEBRUARY 27, 2009

COMMITTEE MEMBERS PRESENT:

SUPERVISORS SOKOL
SHEEHAN
THOMAS
CHAMPAGNE
O'CONNOR
STRAINER
PITKIN

OTHERS PRESENT:

BRENDA HAYES, DIRECTOR OF THE COUNTRYSIDE ADULT HOME
BARBARA TAGGART, ADMINISTRATOR OF WESTMOUNT HEALTH
FACILITY
REPRESENTING THE DEPARTMENT OF PUBLIC HEALTH:
PAT AUER, DIRECTOR
SHARON SCHALDONE, ASSISTANT DIRECTOR
GINELLE JONES, ASSISTANT DIRECTOR OF PUBLIC HEALTH
TAMMIE DELORENZO, CLINICAL & FISCAL INFORMATICS
COORDINATOR
TAWN DRISCOLL, FISCAL MANAGER
FREDERICK MONROE, CHAIRMAN
HAL PAYNE, COMMISSIONER OF ADMINISTRATIVE AND FISCAL
SERVICES
JOAN SADY, CLERK OF THE BOARD
KEVIN GERAGHTY, BUDGET OFFICER
TODD LUNT, DIRECTOR OF HUMAN RESOURCES
ALYSON MARTIN, *THE POST STAR*
CHARLENE DiRESTA, SR. LEGISLATIVE OFFICE SPECIALIST

Mr. Sokol called the meeting of the Health Services Committee to order at 9:30 a.m.

Motion was made by Mr. Thomas, seconded by Mr. Strainer and carried unanimously to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

Privilege of the floor was extended to Brenda Hayes, Director of Countryside Adult Home, who distributed copies of the agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Ms. Hayes requested to amend the current contract with Sanders Fire & Safety, which had been authorized at the previous Committee meeting. She said that the contract had been for annual inspections and maintenance of the Kitchen Knight II Fire Extinguishing System. She noted that the Purchasing Department had requested that a percentage over cost be included in the agreement; however, she added, Sanders was not amenable to a percentage over cost stipulation, as they purchased their parts based on which company had the lowest price at the time, which would cause the price that they charged to their customers to fluctuate. She suggested that in lieu of a percentage over cost stipulation, the agreement could state that no repairs would be completed without an estimated cost for parts and that the total cost of parts could not exceed \$350.

Motion was made by Mr. Champagne, seconded by Mr. Pitkin and carried unanimously to amend the current contract with Sanders Fire & Safety to state that the cost of parts would be approved prior to repairs in an amount not to exceed \$350 per repair. *A copy of the resolution*

request form is on file with the minutes and the necessary resolution was authorized for the March 20, 2009 Board meeting.

Hal Payne, Commissioner of Administrative & Fiscal Services, noted that the contract with Sanders Fire & Safety would also be applicable to Westmount Health Facility. He said that they were attempting to reduce the number of County contracts by making some contracts County-wide whenever possible. He explained that Sanders Fire & Safety could service both Westmount Health Facility and Countryside Adult Home; however, he added, since the Public Safety Building had a different system that was not serviced by Sanders Fire & Safety, a separate contract would be necessary.

Ms. Hayes reported that the New York State Department of Health (NYS DOH) had approved the Respite Care Program at Countryside Adult Home and she requested authorization to initiate the Program. She explained that Respite Care was short term care of up to six weeks per year and added that residents of the Respite Care Program could potentially become long term residents in the future. Mr. Champagne asked if the Program would utilize four beds and Ms. Hayes responded affirmatively and added that an additional six beds would be used for the Adult Day Care Program. Mr. Champagne suggested that they petition the appropriate bus company to include a stop at the Countryside Adult Home. Mr. Payne interjected that the facility could provide the necessary transportation.

Following a brief discussion, motion was made by Mr. Thomas, seconded by Mr. Sheehan and carried unanimously to authorize the initiation of a Respite Care Program at the Countryside Adult Home. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the March 20, 2009 Board meeting.*

Privilege of the floor was extended to Barbara Taggart, Administrator of Westmount Health Facility, who distributed copies of the agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Ms. Taggart presented a request to establish Capital Project No. H296.9550 280 - Westmount Sprinkler System, in the amount of \$5,000 for the purpose of obtaining a comprehensive study for the installation of a New York State Department of Health (NYS DOH) mandated internal sprinkler system at Westmount Health Facility, with the source of funding to be from the Unrestricted Fund Balance (EF.229000 909.00). She said that there were retained earnings which could be used to fund the Capital Project. She advised that she had been consulting with Jeffery Tennyson, Deputy Director of the Department of Public Works (DPW), and engineers from Clark Patterson Lee to determine an estimated cost. She added that the mandate stated that the internal sprinkler system had to be installed by 2013. Joan Sady, Clerk of the Board, asked if the \$5,000 was to cover the cost of the study and Ms. Taggart responded affirmatively. Mr. Payne questioned if there were funds remaining in Capital Project No. H280.9550 280 - Electronic Medical Records Documentation, which could be used and Ms. Taggart responded that this Capital Project was ongoing. Mr. Champagne suggested that the Capital Project should be entitled, Study for the Installation of a Sprinkler System at Westmount.

Following a brief discussion, motion was made by Mr. Champagne, seconded by Mr. Pitkin and carried unanimously to establish Capital Project No. H296.9550 280 - Study for the Installation

of a Sprinkler System at Westmount, in the amount of \$5,000 and to forward same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

Ms. Taggart requested a transfer of funds in an amount totaling \$480, as follows:

- ▶ in the amount of \$350 from the Westmount, Dietary Services, Repair & Maintain PS DA Equipment Code (EF.82100.6300 422) to the Westmount, Dietary Services, Other Equipment Code (EF.82100.5803 260), to cover the cost of two dietary carts; and
- ▶ in the amount of \$130 from the Westmount, Plant Operation & Maintenance, Repair & Maintain PS DA Building/Property Code (EF.82200.6101 413) to the Westmount, Plant Operation & Maintenance, Other Equipment Code (EF.82200.5803 260), to cover the cost of two fireproof steel step cans.

Motion was made by Mr. Strainer, seconded by Mr. Sheehan and carried unanimously to approve the transfer of funds, as outlined above and to forward same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

Ms. Taggart requested to amend the current contract with P&NP Computer Services, Inc., commencing April 1, 2009 and terminating March 31, 2010, for a lump sum amount of \$6,029. She advised that Westmount Health Facility had purchased a Claim Scrubber Software Program last year from P&NP Computer Services, Inc., and they had waived the maintenance fee for the first year. In answer to a question pertaining to the type of program, Ms. Taggart responded that it was a billing program that checked for errors in Medicaid claims.

Motion was made by Mr. Champagne, seconded by Mr. Strainer and carried unanimously to amend the current contract with P&NP Computer Services, Inc. to include the annual maintenance agreement, as outlined above. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the March 20, 2009 Board meeting.*

Ms. Taggart noted that Westmount Health Facility had used the services of Lapan's Precision A/C, Refrigeration & Heating in the past for emergency repairs. She added that their existing vendor, Technical Building Services, did not service refrigeration equipment. She advised that with the assistance of Julie Pacyna, Purchasing Agent, it was determined that Adirondack Technical Services charged an hourly rate of \$75, as compared to Lapan's Precision A/C, Refrigeration & Heating hourly rate of \$95. She noted that Adirondack Technical Services was a commercial dealer that was contracted by Glens Falls Hospital and many area hotels. She requested a contract with Adirondack Technical Services for refrigeration repair, commencing March 1, 2009 and terminating March 1, 2011, at an hourly rate of \$75 with time and a half charged for nights, weekends and holidays.

Motion was made by Mr. Pitkin, seconded by Mr. Champagne and carried unanimously to authorize the contract with Adirondack Technical Services, as outlined above. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the March 20, 2009 Board meeting.*

Mr. Payne noted that the contract with Adirondack Technical Services would be a Countywide contract. Ms. Taggart advised that the contract that had been authorized with Sanders Fire &

Safety on behalf of Countryside Adult Home would also cover Westmount Health Facility.

Ms. Taggart requested a contract with Statewide Machinery, Inc. to service the Unimac laundry equipment at Westmount Health Facility, commencing March 1, 2009 and terminating March 1, 2011, with a yearly maintenance fee of \$1,050, an hourly rate of \$70 and a trip charge for service requests of \$80 per trip. She noted that Mrs. Pacyna had advised that the Public Safety Building used Speed Queen laundry equipment and therefore, could not be included in the contract. Mr. Pitkin asked if the maintenance could be taken care of by County employees and Mr. Payne responded that the routine maintenance was performed by County employees; however, he added, Statewide Machinery, Inc. would complete service which required repairs or replacement parts.

Motion was made by Mr. Champagne, seconded by Mr. Pitkin and carried unanimously to authorize the contract with Statewide Machinery, Inc., as outlined above. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the March 20, 2009 Board meeting.*

Ms. Hayes exited the meeting at 9:54 a.m.

Ms. Taggart requested authorization for a waiver to the hiring freeze, which had been enacted in January of 2009, with regards to Certified Nursing Assistant (CNA), Licensed Practical Nurse (LPN) and Registered Nurse (RN) positions at Westmount Health Facility. She said that there was currently a vacant CNA position, as well as a vacant part-time RN position. Mr. Champagne asked if the number of positions was mandated by State law and Ms. Taggart responded affirmatively. Ms. Taggart advised that in 2008 Westmount Health Facility had filled ten CNA, four LPN and four RN positions. Mr. Champagne asked for clarification if Ms. Taggart was requesting authorization to fill vacant positions in order to keep staffing levels at the State mandated minimum without adding positions and Ms. Taggart replied affirmatively. Todd Lunt, Director of Human Resources, stated that the question had arisen as to whether it was still necessary to receive Committee approval to fill these State mandated positions, especially if the positions were filled with per-diem employees. Mrs. Sady advised that the hiring freeze policy excluded mandated positions. Mr. Strainer asked if the mandated positions had to be approved by the Personnel Committee and Mrs. Sady replied in the negative. Mr. Payne advised that the number of CNA positions required was not mandated by the State. He added that the facility could have as many or as few CNA's as were necessary to provide the care of the patients.

Ms. Taggart stated that she initially tried to fill the vacant positions on a per-diem basis prior to offering the employee a full-time position at the conclusion of the orientation and probationary period. She added that one of the benefits of initially hiring per-diem employees was the savings of time and benefits that were not wasted if the individual decided not to continue employment. Mr. Champagne asked if a waiver could be granted for LPN's and RN's with the CNA positions still requiring a 2/3 vote from the supervising Committee. Mr. Payne recommended that a waiver be granted that would allow Ms. Taggart to fill vacant positions to the level that had previously been set for the Facility. Mr. Champagne stated that any positions that were not mandated should be filled according to the hiring freeze policy. Mr. O'Connor said that he agreed; however, he added, in the case of CNA's, LPN's and RN's at Westmount Health Facility, it was a matter of patient healthcare and should be exempt from

the policy.

Discussion ensued.

Mr. Pitkin suggested that if a waiver was to be granted, it should only be for those positions which would place immediate healthcare at risk if they were not filled in a timely manner. Ms. Taggart stated that CNA's, LPN's and RN's were critical to the healthcare that was provided to the patients at Westmount Health Facility.

Motion was made by Mr. Pitkin, seconded by Mr. Sheehan and carried unanimously to authorize a waiver to the hiring freeze policy for vacant CNA, LPN and RN positions at Westmount Health Facility to the level previously set for the Facility and to refer same to the Personnel Committee. *A copy of the resolution request form is on file with the minutes.*

Ms. Taggart reported that the NYS DOH Survey had taken place January 20-22, 2009. She advised that only minor violations had been cited and added that a Plan of Correction had been submitted on February 12, 2009.

Ms. Taggart requested to reclassify the Physical Therapy Aide (PTA) position to a Rehabilitation Aide position, base salary of \$24,480, Employee No. 11415, effective February 27, 2009. She said that the Rehabilitation Aide position was a CNA position and that she would like to initiate a Restorative Nursing Program, which would utilize the assistance of the Rehabilitation Aide. She added that since the base salary of the PTA position was \$34,178, the reclassification would create a savings of \$9,698, which could be utilized to initiate the Restorative Nursing Program. Mr. O'Connor asked if the position was a civil service position and Mr. Lunt replied affirmatively and added that Ms. Taggart had submitted a reclassification request to the Personnel Officer.

Following a brief discussion, motion was made by Mr. Thomas, seconded by Mr. Pitkin and carried unanimously to approve the reclassification, as outlined above and to forward same to the Personnel Committee. *A copy of the resolution request form is on file with the minutes.*

Ms. Taggart reported that Jeff Farley, former Executive Director of the Adirondack Regional Business Incubator (ARBI), had provided a one hour presentation on leadership and goal setting to the Department Heads at Westmount Health Facility last week. She said that after participating in the eleven week leadership course which had been given for Warren County Department Heads, she had decided that a similar course would be beneficial to the Department Heads at Westmount Health Facility. She advised that she had requested that her Department Heads provide her with a list of their goals last September and added that she had been working with them to help achieve those goals. She further added that in March they would have a six month review to determine how the goals were proceeding. She noted that Mr. Farley had given the presentation free of charge. Mr. Champagne asked if the goals that had been set were attainable and measurable and Ms. Taggart replied affirmatively. She advised that one of her goals was to provide the residents with a buffet style service in the dining room, which would commence next week.

Discussion ensued.

Ms. Taggart stated that reports on staffing levels and overtime usage had been included in the agenda packet. She reiterated that there was currently one vacant CNA position and one vacant RN position. She added that the amount of overtime usage had been increased due to a holiday. She said that there was an obituary of a former resident and a note from the family of a former resident included in the agenda packet, both of which had commented on the quality of care that had been received from Westmount Health Facility.

Mr. Champagne inquired as to whether anyone had tried to initiate discussions with the Nursing Faculty at Adirondack Community College (ACC) and Mr. Payne responded that he had spoken with the Dean of Programming pertaining to the possibility of internships at Westmount Health Facility. Mr. Payne continued that there had been no progress in that effort. He advised that ACC had a PTA (Physical Therapy Assistant) course until seven years ago; however, he added, they had eliminated the course, citing that there was not sufficient need for it. He advised that there was funding in the Economic Stimulus Package enacted by President Obama, for nursing education.

Ms. Taggart exited the meeting at 10:20 a.m.

Privilege of the floor was extended to Pat Auer, Director of Public Health, who distributed copies of the agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Ms. Auer stated that the first item on the agenda was to have Sharon Schaldone, Assistant Director of the Public Health Department, provide an update on the Point of Care Initiative to the Committee. Ms. Schaldone reported that all of the nurses had been trained on the system and all of the documentation was currently being submitted via the laptop computers. Mr. Champagne inquired as to the training that the contractors would undertake in order to be able to use the laptops in the field and Ms. Schaldone responded that their training would commence in April. Tammie DeLorenzo, Clinical & Fiscal Informatics Coordinator, explained that the reason for the delay was due to the fact that they preferred to train each group and then be available to support the newly trained group for a period of time. She added that over the next couple of weeks they would be retraining on the more difficult aspects of the system. She advised that the system's benefits included time savings, better patient care and better written care plans.

Ms. Schaldone reported that the admission process took approximately two hours to complete. She advised that the patients were happy about the new system as it insured them that their information would be submitted and the doctors orders would be issued in a timely manner. Mr. Sokol asked if there had been an improvement in the billing cycle. Ms. DeLorenzo advised that they billed every sixty days; however, she added, some of the bills were still on the old system and were not being generated as quickly as they would like. She said that January would be the first month that the billing would be completed using the new system. She added that the length of time it took to generate the bills had been decreased by 17 days and they were hoping to decrease it further. Ms. Schaldone said that the billing would take longer to commence as they had over 100 employees to train on the billing portion of the system.

Mr. Champagne asked if the two hour admission process had lessened the number of patients seen daily and Ms. Schaldone responded that initially it had lessened the number of patients; however, she added, the nurses were now seeing on average four patients per day, which had

been the goal. Ms. DeLorenzo noted that although a visit would take an additional 15 minutes to complete, when the nurse left the home, the visit and the necessary paperwork was completed. Ms. Schaldone noted that the productivity rate was between four and five visits per day with one visit being an admission process. Mr. Pitkin queried as to why nurses were utilized to complete clerical work and Ms. Schaldone responded that in the Home Care Division it was necessary for the nurses to complete the clerical work to ensure the proper documentation and to account for their actions.

Ms. Auer stated that a report on Emergency Response and Preparedness Efforts had been enclosed in the agenda packet. She advised that the amount that would be received in grant funding was still unknown.

Ms. Auer requested authorization for a contract with Pyramid Life Insurance Company and American Progressive and Health Insurance Company to allow reimbursement of services, commencing January 1, 2009 and terminating December 31, 2011. She added that in order to have contracts with people in the County the company needed to contract with a certified Home Health Agency. She advised that they would pay at 100% of the approved rate.

Motion was made by Mr. Sheehan, seconded by Mr. Thomas and carried unanimously to authorize a contract with Pyramid Life Insurance Company and American Progressive and Health Insurance Company, as outlined above. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the March 20, 2009 Board meeting.*

Ms. Auer requested authorization for a contract with ZirMed, Inc. to enter into a subscriber agreement due to the compatibility with the Encore Billing System part of the Point of Care Initiative for the purpose of verifying insurances prior to billing in order to expedite the processing of claims, commencing March 23, 2009 and terminating with thirty days written notice by either party. She noted that there was a \$395 one time implementation fee, a \$195 one time training fee and the monthly subscriber fee would be \$149. She advised that this was a monthly billing software program that would allow them to verify insurances.

Mr. Pitkin asked if there were funds available in the budget and Ms. Auer replied affirmatively. Mr. Payne questioned if it would be necessary to go out to bid for this program as it was in excess of the \$350 maximum. He asked if there were other companies that could provide the same services and Ms. Auer responded that she did not believe there were. Mr. Payne said that three quotes would be necessary if there were other companies that could provide the same service. Mr. Geraghty asked if the Encore Billing System was similar to the Claim Scrubber Program which had been approved for Westmount Health Facility and Ms. DeLorenzo responded that she was not familiar with the Claim Scrubber Program. She added that the Encore Billing System would determine eligibility of a patient, as well as ensuring that the correct insurance company was billed and would be billed electronically. She noted that with the majority of elderly patients there was coverage from multiple insurance companies.

Following a brief discussion, motion was made by Mr. Champagne, seconded by Mr. Thomas and carried unanimously to authorize the contract with ZirMed, Inc., as outlined above. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the March 20, 2009 Board meeting.*

Ms. Auer requested authorization for a contract with Shoreland, Inc. to obtain a single site licensing agreement with Travax Encompass, commencing March 23, 2009 and terminating March 22, 2010, for an annual fee of \$895. She explained that Travax Encompass was a web-based travel medicine resource and the cost of the subscription would be covered 100% by the Immunization Action Plan Grant.

Motion was made by Mr. Sheehan, seconded by Mr. Pitkin and carried unanimously to authorize the contract with Shoreland, Inc., as outlined above. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the March 20, 2009 Board meeting.*

Ms. Auer requested authorization for the following contracts:

- ▶ with Laura Walter to provide occupational therapy services, commencing March 23, 2009 and terminating with thirty days written notice by either party, at the agreed upon established per individual visit or meeting rate upon receipt of the required documentation;
- ▶ with Melissa Kenison-Rose to provide occupational therapy services, commencing March 23, 2009 and terminating with thirty days written notice by either party, at the agreed upon established per individual visit or meeting rate upon receipt of the required documentation;
- ▶ with Orthopedic and Spine Physical Therapy PC to provide physical therapy services, commencing March 23, 2009 and terminating with thirty days written notice by either party, at the agreed upon established per individual visit or meeting rate upon receipt of the required documentation; and
- ▶ with Savita Sharma to provide physical therapy services, commencing March 30, 2009 and terminating with thirty days written notice by either party, at the agreed upon established per individual visit or meeting rate upon receipt of the required documentation.

Motion was made by Mr. Thomas, seconded by Mr. Pitkin and carried unanimously to authorize the four contracts, as outlined above. *Copies of the resolution request forms are on file with the minutes and the necessary resolutions were authorized for the March 20, 2009 Board meeting.*

Ms. Auer requested authorization for Dana Hall, Community Health Nurse, to attend the 2009 New York State Association of County Health Officials (NYSACHO) Immunization Meeting, at the Otesaga Hotel in Cooperstown, New York on April 23-24, 2009. She noted that all costs would be covered by NYSACHO, with the exception of the employee's salary.

Motion was made by Mr. Champagne, seconded by Mr. Strainer and carried unanimously to authorize Dana Hall to attend the NYSACHO Immunization Meeting, as outlined above. *A copy of the Authorization to Attend Meeting or Convention form is on file with the minutes.*

Ms. Auer requested authorization for various nurses of the Warren County Health Services Department to participate in the following Home Care Association of New York State teleconferences, at a cost of \$145 per teleconference:

- ▶ COPD on March 19, 2009;
- ▶ Parkinson's on April 16, 2009;

- ▶ Hypertension on May 28, 2009;
- ▶ Multiple Sclerosis on June 25, 2009;
- ▶ Leukemias on July 23, 2009;
- ▶ Diseases of the Bone on August 27, 2009; and
- ▶ Diseases of the Kidney on September 24, 2009.

Motion was made by Mr. Sheehan, seconded by Mr. Thomas and carried unanimously to authorize the participation via teleconference, as outlined above.

Ms. Auer requested authorization to extend the current contract with the New York State Department of Health (NYS DOH) Special Supplemental Food Program for Women, Infants and Children (WIC) to designate Warren County as a sponsoring agency for the WIC Program, commencing October 1, 2009 and terminating September 30, 2014, with annual contract renewals. She added that Warren County had been a sponsoring agency since 1977.

Motion was made by Mr. Strainer, seconded by Mr. Champagne and carried unanimously to extend the current contract with the NYS DOH, as outlined above. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the March 20, 2009 Board meeting.*

Ms. Auer reported that one Community Health Nurse had retired. She said that she would not be requesting to fill the vacant position; however, she added, there could be additional usage of per-diem nurses. She noted that this was the second full-time position to become vacant since January and the Department would do its best to meet the patient care needs. She advised that if the Department lost an additional nurse she would need to request to fill a vacant position as they could not operate with the loss of three full-time nurses.

Tawn Driscoll, Fiscal Manager of the Health Services Department, noted that a report on Revenue and Expenditure for 2008 had been included in the agenda packet. She advised that the billing for the month of December was currently being processed on the old system. She noted that in April a voucher for the Preschool Programs would be submitted to the State and reimbursement was estimated in the amount of \$1,293,365.75. She added that this amount reflected the reimbursement on the \$2.128 million which had been expended. She said that there were additional revenues for the WIC Program in 2008 in the amount of \$1,025,000, as well as \$500,000 in State Aid revenue.

Ms. Driscoll requested a transfer of funds in an amount totaling \$29,350, as follows:

- ▶ in the amount of \$1,050 from the Bioterrorism-Regular Salaries Code (A.4189.110) to the Bioterrorism-Part Time Salaries Code (A.4189.130);
- ▶ in the amount of \$8,000 from the Bioterrorism-Contract Expense Code (A.4189.470) to the Bioterrorism-Part Time Salaries Code (A.4189.130);
- ▶ in the amount of \$4,300 from the Bioterrorism-Other Equipment Code (A.4189.260) to the Bioterrorism-Phone Expense Code (A.4189.423); and
- ▶ in the amount of \$16,000 from the WIC-Full Time Salaries Code (A.4013.110) to the WIC-Part Time Salaries Code (A.4013.130).

Motion was made by Mr. Thomas, seconded by Mr. Strainer and carried unanimously to approve the request for a transfer of funds, as outlined above and to refer the same to the

Finance Committee. *A copy of the resolution request form is on file with the minutes.*

Ms. Auer stated that there was \$115,000 accrued in 2009 for Telemed billing from 10/07 to 12/08. Ms. Driscoll said that only one month of bills had been sent out for Medicaid, for which the first check had just been received.

Mr. Payne noted that some of the Supervisors had questions concerning the fact that Health Services was three months behind on the billing. He added that he had discussed the issue with Ms. Auer and had determined that the Department was as up to date as possible at this time. He said that the Department was \$2 million behind in accrued revenues for 2008 and asked if any billing for December had been completed and Ms. Driscoll responded that the December Point of Care billing was currently being finalized and the billing on the old system would also soon be finalized. Mr. Payne questioned if the December billing would bring the collections up to date and Ms. Driscoll replied affirmatively and reiterated that \$1,025,000 would be collected from the WIC Program, \$500,000 from State Aid and an additional \$1,200,000 from the Preschool Programs.

Brief discussion ensued.

Ms. Auer reminded the Committee that she had informed them of the problem with Prospect School at the last meeting. She added that the issue was that they were unable to receive Medicaid reimbursements for certain therapy services, which had not been provided to the children. She said that when the therapy services were not provided the Department was unable to bill for transportation costs. She explained that the children had certain services that were required by their IEP (Individual Education Plan) and if those services were not provided then the County was unable to bill Medicaid for other services such as transportation.

Ms. Auer stated that she had met with the administrative staff of Prospect School on February 4, 2009, at which time she had presented the documentation, which listed all of the services that had not been provided and the resultant fiscal impact on the County. She added that there was approximately \$22,000 in transportation costs and \$78,153 for services that the County would be unable to recoup. She said that she was investigating to determine what could be done to rectify the situation. She advised that Prospect School had admitted that they had an issue with providing speech therapy services, due to an inability to fill a vacant position.

Ms. Auer said that she had contacted a representative of the Rate Setting Unit at the State Department of Education. She advised that she had asked if it would be possible for the County to recoup any monies since the services had been ordered on the IEP and if the County could deduct from the students tuition bills the amount that would have been received from Medicaid for the therapy services. She added that she was awaiting an answer to those questions.

Ms. Auer advised that she had discussed the situation with the County Attorney's Office and it had been suggested that the County Attorney send a thirty-day demand letter to Prospect School relating to the claims. She said that they were not ready to take that step as they were still researching what their rights were under State law.

Mr. Champagne stated that if Prospect School was not paying the salary of a speech therapist, then the County should not be billed for the services which were not being provided. He

questioned what the thirty-day demand letter would state and Ms. Auer responded that prior to sending the letter they would await clarification from the State as to what could be done to rectify the situation.

Discussion ensued.

As there was no further business to come before the Health Services Committee, on motion made by Mr. Strainer and seconded by Mr. Pitkin, Mr. Sokol adjourned the meeting at 11:10 a.m.

Respectfully submitted,

Charlene DiResta, Sr. Legislative Office Specialist