

**Warren County Health Services
Health Services Committee Meeting
June 3, 2009
Information Submitted By: Patricia Auer, DPH/DPS**

Pending Items

Emergency Response and Preparedness

We still have yet to receive the grant award for the grant year which is slated to begin in August. We are told that there will be funding, but we don't have the exact amount. Please see the attached information for the past month's activities.

Fluoride Information Presentation

Postponed due to need for Budget Discussion

Travel Clinic Plan

At the last meeting, we discussed offering Travel Clinic Services to citizens planning foreign travel, and who are in need of specialized information and vaccinations. This has been a goal of the Division of Public Health for the past two years, and charges for this service would assure there would be no county expense. Several committee members and a supervisor not on the committee, but present at the meeting, felt that no new services should be entertained even if it has been a goal for the department because of the economic climate. Supervisor Pitkin requested that we return to committee with a specific "business plan" outlining how the clinic would be structured to assure that there would be no expense to the county. A copy of the proposed plan is attached for the committee's consideration. We also discussed the possibility of accepting credit cards, and it was noted that if there were a fee associated with the card it would also need to be built into the service costs.

Rob Lynch, Warren County Deputy Treasurer, has researched the ability to offer credit cards as a means of payment for services, and on May 28, 2009, I met with him and Rick Murphy, Warren County Deputy Commissioner of Fiscal Services. Rob advised that the county would not be charged for using credit cards, but the cost would be translated to the credit card holder. He noted that if the Board approved using credit cards, Health Services would be the first department in the county to do so. We discussed that staff training would occur from whatever credit card company was selected, and a procedure for processing the payments would be developed between the Treasurer's Office and Health Services.

It is the committee's call whether the members wish to proceed and if so, a Resolution will be needed in order to move forward.

Regardless of the decision on the Travel Clinic, it would be beneficial to move forward with the acceptance of credit cards as we offer Zostavax (Shingles Vaccine) at a cost of \$169.00 for individuals age 60 and over. Though some insurances pay, some do not and if not, individuals must pay before they can receive the injection. This is cost prohibitive in a lump sum for some people on fixed incomes. We also offer several other vaccines for younger people that are over \$100.00.

Resolution Requested: To authorize credit card use if committee agreeable

Preschool Special Needs Program Payments

Trish Nenninger, Second Assistant County Attorney, continues to research this ongoing concern, and will report at the next meeting.

New Business

Request Resolution:

To amend the 2009 Warren County budget to reflect the Hudson Headwaters Health Network Ryan White Grant for \$4,000, which was approved, was discussed at last month's meeting and subsequently approved by Resolution 331/2009.

Rationale:

This was an oversight; we should have done the budget amendment at the same time as the resolution to accept the grant.

Request Resolution:

To amend the contract with Adam Willis, Business Associate Physical Therapist, to reflect that he is now doing business as Adirondack Manual Physical Therapy PLLC.

Rationale:

Mr. Willis plans to add other therapists to his business so we will be contracting with the business as opposed to him as a sole business associate physical therapist. There will be no changes in the rates paid for services, and physical therapy services are billable.

Request Resolution:

To develop a contract agreement with Rachel Wolfeld, Licensed Clinical Social Worker, to provide social work services for clients in the CHHA, LTHHCP, Preschool and Early Intervention Programs.

Rationale:

These services are billable services, and hence revenue generating.

Request Resolution:

To amend Resolution 637/2007 which authorized the development of a contract with Senior Whole Health that was to commence October 22, 2007 and to ratify the actions of the Warren County Chairman of the Board of Supervisors in executing an agreement with Senior Whole Health for a term to commence January 1, 2010.

Request Resolution:

To correct Resolution 121/2009 where personal care aide rates with North Country Home Services were incorrectly stated and should have reflected the rates of \$21.24 per hour as opposed to \$21.13 per hour.

Rationale:

This sounds like a small issue, but we are unable to pay the bills at the correct rate until the resolution is corrected.

Request Resolution:

To amend the 2009 Warren County budget to reflect the Hudson Headwaters Health Network Ryan White Grant for \$4,000, which was approved, was discussed at last month's meeting and subsequently approved by Resolution 331/2009.

Rationale:

This was an oversight. We should have done the budget amendment at the same time as the resolution to accept the grant. *Repeat - sorry!*

Good News!

We have learned that we will be getting some federal stimulus funds in the form of contracts from the New York State Department of Health for the Early Intervention and the Disease Control Program for Immunizations. The contracts will be the usual with a work plan and budget that must be approved. We do not know the exact amounts yet, only that for EI, the amount for small counties, of which Warren County is, is projected to be from \$15,000 to \$40,000 depending upon the size of the program. We will keep you posted as the contracts will be forthcoming.

Revenues and Expenditures

Please see the attached information.

Tawn Driscoll, Fiscal Manager, will be present at the meeting to review the reports and answer any questions.

Budget Discussion

Information requested by the Budget Officer, Mr. Geraghty, will be distributed at the meeting for the Health Services Committee to review.

Executive Session

To discuss the employment history of a particular individual

Attachments:

Emergency Response and Preparedness May Activities Report
Travel Clinic Plan
Expenditures and Revenues

Warren County Health Services

1340 State Route 9, Lake George NY 12845

Patricia Auer, Director

Phone: 518-761-6580 / Fax: 518-761-6422

Email: auerp@co.warren.ny.us

Health Services Committee Meeting

Date: June 4, 2009

Emergency Response and Preparedness Activities

<i>DATE</i>	<i>TYPE</i>	<i>SUBJECT</i>	<i>ATTENDEES</i>
5/6/09	Meeting	Special Meeting re: H1N1 (Swine Flu) with 3 committees	Barb Orton, et. al
5/8/09	Presentation	For OFA in Bolton re: H1N1 (Swine Flu) apx. 30	Laura Saffer
5/9/09	Drill	Chempack - functional drill at GFH	Barb Orton, et al.
5/12/09	Meeting	Monthly BT Coordinators	Barb Orton, Laura Saffer
5/12/09	Meeting	With Mark Sullivan of BOCES re: H1N1 (Swine Flu)	Barb Orton
5/14/09	Meeting	With Mike Gates at WC Jail re: Pan Flu	Barb Orton
5/15/09	Conference Call	Re: ServeNY Go Live	Barb Orton
5/19/09	Presentation	At GFH Grand Rounds re: H1N1: Swine Flu, The Pandemic?	Ginelle Jones
5/19/09	Meeting/Education	For BOCES New Vision Student - Emergency Preparedness, etc.	Barb Orton
5/19/09	Fit Testing	For PH nurses	Laura Saffer
5/20/09	Fit Testing	For PH nurses	Laura Saffer
5/20/09	Tabletop	Monthly GFH - Explosion at the Memorial Day parade	Barb Orton
5/20/09	Meeting	L-2 - re: SNS at OES	Barb Orton, et.al
5/21/09	Meeting	Live United @ ACC	Barb Orton
5/26/09	Conference Call	With NYSDOH re: 4 th Quarter Performance Goals	Barb Orton, Laura Saffer, Angela Meade
5/27/09	Meeting	With OES re: SNS Plan	Barb Orton, Amy Manney
5/27/09	Conference Call/Webinar	Clinic Ops	Barb Orton, Laura Saffer, Helen Stern
5/28/09	Fit Testing	For Buildings & Grounds Personnel	Laura Saffer

Ginelle Jones
Assistant Director Public Health
Phone: 518-761-6580
Fax: 518-761-6422
Email: jonesg@co.warren.ny.us

Sharon Schaldone
Assistant Director Home Care
Phone: 518-761-6415
Fax: 518-761-6562
Email: schaldones@co.warren.ny.us

Tawn Driscoll
Fiscal Manager
Phone: 518-761-6415
Fax: 518-761-6562
Email: driscollt@co.warren.ny.us

Business Plan for Travel Clinic

- Goals: To provide vaccine and medical advice to international travelers to prevent health problems related to specific areas of the world.
- Objective: To be able to operate a completely self sustaining clinic at no expense to Warren County. In response to phone calls from potential travelers requesting vaccines, we have consulted with counties who offer vaccines and have come to the conclusion that all vaccines should be available at Warren County Public Health.
- Explanation: Some countries require Yellow Fever vaccine before a person can be admitted into that country. A certificate approved by the World Health Organization must be validated by the agency that provides the vaccine. Warren County Public Health has been approved to issue this certificate. In order to prevent disease, CDC and WHO strongly recommend specific vaccines for specific countries where a disease is prevalent.
- Research: Last year a nationally recognized nurse practitioner, travel consultant, and author of several books, gave a seminar to Warren County Public Health nurses regarding the feasibility of starting a clinic for travelers. Her entire consultant fee was paid by a grant. Following this seminar, we talked with Schenectady, Clinton, and Saratoga County Public Health Departments. They each have an active clinic and each charge an extra fee to residents of other counties. They all encouraged us to offer travel vaccines our citizens.
- Requirements: Most vaccines administered at Public Health are administered using "Standing Orders" issued by the New York State Department of Education. However, these orders do not cover some of the vaccines recommended for travel, therefore a physician or nurse practitioner must be involved. We are very fortunate that our local expert, Dr. Richard Leach, is eager to join our Travel Clinic.
- Financial Objective: To be self-sufficient! The NYSDOH Vaccine Program issues a grant each year for promotion of vaccines to children and adults. We use this money for education, advertising, and salaries. It has been used to purchase the software program that determines vaccine recommendations for each country. In the first year, the physician's consulting fee would be included in the grant as well as a portion of the nurse's salary.
- Media: Once the clinic is approved, we intend to ask The Post Star to do an article about it. We have already made contact with one travel agency to promote the use of our services and expect to contact all agencies in the area.
- Conclusion: There are many reasons people travel. We have recently been told about bird watching trips, scuba diving trips, traveling religious groups, and class trips. These are all in addition to families visiting relatives or just people traveling for adventure. All these people are potential candidates for our clinic.

Projected Expenses for the
Vaccines for Travel Clinic

Projections based on assumption that we see 3 clients/week or 12 clients/month. We are aware we will have to publicize the clinic in order to see this many clients each month. We plan to operate the clinic 50 weeks a year. The entire cost of operating the travel clinic is included in the IAP Grant for 2009-2010 - not including the cost of vaccines which will be recouped when administered.

ITEM	EXPLANATION	EXPENSE
Physician	2 hours/week @ \$75.00/hour	7,500.00
Nurse	2 hours/week @ \$25/hour	2,500.00
Medical Supplies	syringes, needles, alcohol, band aids	150.00
Travax	Newsletter subscription	900.00
Paper	Printing permission forms, etc.	50.00
Certificate	WHO: Certificate of Immunization	50.00
Subtotal:		\$11,150.00
VACCINES		
Yellow Fever Injection	Per dose: 74.76	
Typhoid Injection	Per dose: 46.92	
Japanese Encephalitis Injection	New vaccine, researching cost	
Advertising		1,200.00
Credit Card?	Charge for use: 2% of each patient's bill?	
TOTAL:		12,350.00

Projected Revenues for the
Vaccines for Travel Clinic

Projections based on assumption that we see 12 clients per month.

ITEM	EXPLANATION	REVENUE
Physician Consultation Fees Projected: \$100.00 per client, 3 clients/week x 50 weeks	Includes prescriptions for Typhoid, prophylactic medications i.e. anti- diarrhea, anti-malaria, altitude sickness (per 50 week period)	15,000.00
Vaccine Administration Fees Projected: each client receives 1 vaccine	\$25 over cost of vaccine (per 50 week period)	3750.00
TOTAL:		\$18,750.00

Example:

Patient traveling to Bolivia asks for appointment to receive recommended vaccines. An appointment is made to see Dr. Leach the following Wednesday. After Dr. Leach sees patient, he determines that patient will need Yellow Fever and Typhoid Fever vaccines. Dr. Leach also writes a prescription for prophylactic medications for diarrhea.

Patient will be billed as follows:

Consultation Fee	(Includes Medications prescribed)	100.00
Yellow Fever vaccine	Cost: \$75 + \$25 Admin. Fee	100.00
Typhoid Fever vaccine	Cost: \$47 + \$25 Admin. Fee	72.00
Charge for using credit card?		5.52?
Total:		\$277.52

WARREN COUNTY BUDGET ANALYSIS

REVENUE AND EXPENDITURES FOR 2009 AS OF 6/1/2009 6:16:20 PM

FUND(S): A, CL, D, DM, EF, GI, MS, SD, V

CODE(S): 4010, 4011, 4013, 4016, 4018, 4046, 4054, 4189, 9061, 4025

EXPENSES	2009 BUDGETED	2009 YTD ACTUAL	2008 Prior Year Totals
Salaries - Regular	\$3,177,622.00	\$1,198,981.57	\$3,019,322.32
Salaries - Overtime	\$172,838.00	\$76,481.97	\$209,579.17
Salaries - Part Time	\$371,256.00	\$112,203.87	\$327,600.22
Salaries - Sick Leave Incentive			\$800.00
100's PERSONAL SERVICES	\$3,721,716.00	\$1,387,667.41	\$3,557,301.71
200's EQUIPMENT	\$15,000.00	\$1,327.63	\$69,518.54
400's CONTRACTUAL	\$9,761,157.76	\$2,829,672.05	\$9,708,382.75
800's EMPLOYEE BENEFITS	\$62,422.00	\$59,488.69	\$57,581.33
TOTALS	\$13,560,295.76	\$4,278,155.78	\$13,392,784.33

REVENUES	2009 BUDGETED	2009 YTD ACTUAL	2008 Prior Year Totals
	\$12,274,428.00	\$1,545,558.11	\$11,961,592.19

Note: 2009 Revenues reflect accruals from January to March of \$1,215,867 for the CHHA, LTC and MCH programs. We are currently working on finalizing April.

Also note: Included in the revenue for Preschool is a deposit made in May for \$18,325.17. This reflects additional funds from the federal share for counties and school help support programs from Medicaid. It is anticipated that future payments on Preschool medicaid checks will reflect approved increases.

RESOLUTION REQUEST FORM NO. 20

MISCELLANEOUS*

***Please List All Other Requests Not Covered by Previous Resolution Request Forms Here. Please attach any backup information available and be as detailed as possible.**

DEPARTMENT NAME: Health Services

DATE: June 3, 2009

- (a) Purpose of Request: to authorize acceptance of credit cards for payment for immunizations and/or medical consultations in the Division of Public Health
- (b) Details: as above
- (c) Previous Resolution Number: n/a

RESOLUTION REQUEST FORM NO. 7

Request to Amend County Budget*

***If this is the result of a grant award, also complete and submit
Form No. 5 or 6**

DEPARTMENT NAME: Health Services

DATE: June 3, 2009

- (a) Purpose of Amendment: to amend 2009 budget to accept Hudson Headwaters Health Network Ryan White Grant for \$4000.00, approved on Reso 331/2009
- (b) Appropriation Code (with title), Object Code (with title) and Amount: A.4018.0030.435 Disease Program Medical Expense
- (c) Revenue Code (with title), and Amount: A.4018.0030.2716 Disease Program Other Grant Revenue

Warren County Board of Supervisors

RESOLUTION NO. 331 OF 2009

Resolution introduced by Supervisors Sokol, Sheehan, Thomas, Champagne, O'Connor, Strainer and Pitkin

AUTHORIZING AGREEMENT WITH HUDSON HEADWATERS HEALTH NETWORK FOR WARREN COUNTY TO PROVIDE HIV HEALTH EDUCATION - HEALTH SERVICES DEPARTMENT

RESOLVED, that Warren County enter into an agreement (the previous agreement being authorized by Resolution No. 513 of 2008), with Hudson Headwaters Health Network, 9 Carey Road, Queensbury, New York 12804, for the Warren County Health Services Department to provide HIV Health Education, with funding to be provided by the Ryan White Early Intervention Services Program grant, for an amount not to exceed Four Thousand Dollars (\$4,000), for a term commencing April 1, 2009 and terminating December 31, 2009, and the Chairman of the Board of Supervisors be, and hereby is, authorized to execute said agreement in the form approved by the County Attorney.

RESOLUTION REQUEST FORM NO. 4

Request for Extending, Rescinding or Amending Resolution

DEPARTMENT NAME: Health Services

DATE: June 3, 2009

- (a) Purpose of Contract Change: to amend business associate contract with Adam Willis, Physical Therapist to reflect he is now doing business as Adirondack Manual Physical Therapy PLLC
- (b) Resolution Number, or Numbers if Amended, which Authorized the Original Contract: 274/2008
- (c) Name of Contractor: Adirondack Manual Physical Therapy PLLC
- (d) Address of Contractor: 50 Fairview Street Ext., Apt. 3, South Glens Falls, NY 12803
- (e) Contractor's Contact Person and Telephone Number: Adam Willis, 225-5049
- (f) Commencement Date of Amendment: 6/22/09
- (g) Termination Date of Extension: 30 days written notice by either party
- (h) Payment Provisions: established per visit, bi-monthly upon receipt of completed documentation for each patient visit
 - i) lump sum amount
 - ii) hourly rate amount
 - iii) total amount not to exceed
 - iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.
- (i) Where are the Funds for this Contract ? List Budget Code, (with title), Object Code (with title), and Amount OR Capital Project OR Capital Reserve Project Number and Title and Amount: A.4010.470 CHHA Contracts, A.4016.470 LTHHCP contracts

Warren County Board of Supervisors

RESOLUTION NO. 274 OF 2008

Resolution introduced by Supervisors Sokol, Sheehan, Haskell, Thomas, Tessier, Champagne and O'Connor

AUTHORIZING AGREEMENT WITH ADAM WILLIS TO PROVIDE PHYSICAL THERAPY SERVICES - HEALTH SERVICES DEPARTMENT

RESOLVED, that Warren County enter into an agreement with Adam M. Willis, 574 Lower Wright Street, Hudson Falls, New York 12839, to provide physical therapy services, pursuant to any or all of the following programs: Long-Term Home Health Care Program; Certified Home Health Care Program; Early Intervention Program; and/or Preschool Education Services Program within the Warren County Health Services Department, at the rates of Fifty-Five Dollars (\$55) per Region One evaluation visit, Sixty Dollars (\$60) per Region Two evaluation visit, Fifty-Three Dollars (\$53) per Region One revisit, Sixty Dollars (\$60) per Region Two revisit, Forty Dollars (\$40) per meeting attended and Fifteen Dollars (\$15) per visit for Outcomes and Assessment Information Set (OASIS) Enhancement, for a term commencing April 21, 2008 and terminating upon thirty (30) days written notice, and the Chairman of the Board of Supervisors be, and hereby is, authorized to execute an agreement in the form approved by the County Attorney, and be it further

RESOLVED, that the terms Region One and Region Two, as described above, represent two distinct service areas in the County, which are divided as follows: Region One - Towns of Lake George, Lake Luzerne, Queensbury, Warrensburg and City of Glens Falls; Region Two - Towns of Bolton, Chester, Hague, Horicon, Johnsburg, Stony Creek and Thurman.

Print Date: 05/28/09



**HEALTHCARE PROVIDERS
SERVICE ORGANIZATION
PURCHASING GROUP
CERTIFICATE OF INSURANCE
OCCURRENCE POLICY FORM**

018098	970	HPG	0418551972	from: 12:01 AM Standard Time on: 06/01/09 to: 12:01 AM Standard Time on: 06/01/10
Adirondack Manual Physical Therapy 50 Fairview St Ext Apt 3 South Glens Falls, NY 12803-4871			Healthcare Providers Service Organization 159 East County Line Road Hatboro, PA 19040-1218	
Medical Specialty: Physical Therapist Firm		Code: 80995		American Casualty Company of Reading, Pennsylvania 333 S. Wabash Avenue, Chicago, IL 60604

A. PROFESSIONAL LIABILITY

Professional Liability (PL)	\$ 1,000,000	each claim	\$ 3,000,000	aggregate
Good Samaritan Liability	included above			
Personal Injury Liability	included above			
Malpractice Liability	included above			

B. COVERAGE EXTENSIONS:

License Protection	\$ 10,000	per proceeding	\$ 25,000	aggregate
Defendant Expense Benefit			\$ 10,000	aggregate
Deposition Representation			\$ 10,000	aggregate
Assault	\$ 10,000	per incident	\$ 25,000	aggregate
Medical Payments	\$ 2,000	per person	\$ 100,000	aggregate
First Aid			\$ 2,500	aggregate
Damage to Property of Others	\$ 2,500	per incident	\$ 10,000	aggregate

C. WORKPLACE LIABILITY

Coverage part C. Workplace Liability does not apply if Coverage part D. General Liability is made part of this policy.

Workplace Liability	included in A. PL limit shown above		
Fire & Water Legal Liability	included in A. PL limit shown above subject to \$150,000 sub-limit		
Personal Liability	none		

D. GENERAL LIABILITY

Coverage part D. General Liability does not apply if Coverage part C. Workplace Liability is made part of this policy.

General Liability (GL)	none	none
Hired Auto & Non Owned Auto	none	none
Fire & Water Legal Liability	none	none
Personal Liability	none	none

Total: \$ 365.00 **QUESTIONS? CALL: 1-888-288-3534**

G-121500-D GSL10550NY G-121503-C G-121501-C
GSL3886 GSL3908 G-145184-A G-147292-A G-123813-C31
G-123814-D31 G-123846-D31 G-123819-D31

Master Policy # 188711433

Keep this document in a safe place. It and proof of payment are evidence of your insurance coverage.

Thomas F. Watson

Chairman of the Board

John M. Zaker

Secretary

G-141241-A (07/2001)

Coverage Change Date:

Endorsement Change Date:

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: Health Services

DATE: June 3, 2009

- (a) Is this a Result of a Bid or Request for Proposal? No
- (b) Purpose of Contract: to develop a business associate contract with Rachel Wolfield LCSW to provide social work services
- (c) Name of Contractor: Rachel Wolfield
- (d) Address of Contractor: 2 Joques Farm Road, Lake George, NY 12845
- (e) Contractor's Contact Person and Telephone Number: Rachel Wolfield, 685-5388
- (f) Has or will the Contract be provided, if so, please attach: use same as for Rita Navatka
- (g) Commencement Date of Contract: 6/22/09
- (h) Termination Date of Contract: 30 days written notice by either party
- (i) Payment Provisions: established per visit rate, bi-monthly upon receipt of completed documentation for each patient visit
 - i) lump sum amount
 - ii) hourly rate amount
 - iii) total amount not to exceed
 - iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.
- (j) Where are the Funds for this Contract ? List Budget Code, (with title), Object Code (with title), and Amount: OR Capital Project OR Capital Reserve Project Number, and Title, and Amount: A.4010.470 CHHA, A.4016.470 LTHHCP contracts

Rachel Wolfield, LCSW
2 Joques Farm Road
Lake George, NY 12845
(518) 685-5388

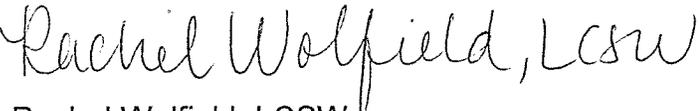
May 21, 2009

Pat Auer
Warren County Department of Health
1340 State Route 9
Municipal Center
Lake George, NY 12845

Dear Ms. Auer:

I am writing to inform you that I am interested in pursuing a position as a contracted Social Worker. I am very eager to learn more about this opportunity. Please contact me at the number above with any questions or needed information. Thank you for your time and cooperation in this matter.

Sincerely,


Rachel Wolfield, LCSW

Print Date: 05/29/09



**HEALTHCARE PROVIDERS
SERVICE ORGANIZATION
PURCHASING GROUP
CERTIFICATE OF INSURANCE
OCCURRENCE POLICY FORM**

Contract	Broker	Policy	Policy Number	Policy Dates
018098	970	HPG	0415432324	from: 12:01 AM Standard Time on: 06/01/09 to: 12:01 AM Standard Time on: 06/01/10
Insured Name and Address				Program Administrator
Rachel A Wolfield 2 Joques Farm Rd Lake George, NY 12845-1113				Healthcare Providers Service Organization 159 East County Line Road Hatboro, PA 19040-1218
Medical Specialty:			Code:	Insurance Provided by:
Social Worker, Clinical			80723	American Casualty Company of Reading, Pennsylvania 333 S. Wabash Avenue, Chicago, IL 60604
COVERAGE PARTS				LIMITS OF LIABILITY

A. PROFESSIONAL LIABILITY

Professional Liability (PL)	\$ 1,000,000	each claim	\$ 5,000,000	aggregate
Good Samantan Liability	included above			
Personal Injury Liability	included above			
Malplacement Liability	included above			

B. COVERAGE EXTENSIONS:

License Protection	\$ 10,000	per proceeding	\$ 25,000	aggregate
Defendant Expense Benefit	\$ 10,000 aggregate			
Deposition Representation	\$ 2,500	per deposition	\$ 5,000	aggregate
Assault	\$ 10,000	per incident	\$ 25,000	aggregate
Medical Payments	\$ 2,000	per person	\$ 100,000	aggregate
First Aid	\$ 2,500 aggregate			
Damage to Property of Others	\$ 500	per incident	\$ 10,000	aggregate

C. WORKPLACE LIABILITY

Coverage part C. Workplace Liability does not apply if Coverage part D. General Liability is made part of this policy.

Workplace Liability	included in A. PL limit shown above			
Fire & Water Legal Liability	included in A. PL limit shown above subject to \$150,000 sub-limit			
Personal Liability	\$1,000,000			aggregate

D. GENERAL LIABILITY

Coverage part D. General Liability does not apply if Coverage part C. Workplace Liability is made part of this policy.

General Liability (GL)	none	none
Hired Auto & Non Owned Auto	none	
Fire & Water Legal Liability	none	none
Personal Liability		none

Total: \$	135.00	QUESTIONS? CALL: 1-800-982-9491
G-121500-D GSL10550NY G-121503-C G-121501-C GSL3886 GSL3908 G-145184-A G-147292-A G-123813-C31 G-123814-D31 G-123846-D31 G-123819-D31		
Master Policy # 188711433		

Keep this document in a safe place. It and proof of payment are evidence of your insurance coverage.

Thomas F. Hataway
Chairman of the Board

John M. Zaker
Secretary

RESOLUTION REQUEST FORM NO. 4

Request for Extending, Rescinding or Amending Resolution

DEPARTMENT NAME: Health Services

DATE: June 3, 2009

- (a) Purpose of Contract Change: to amend resolution which authorized the development of contract with Senior Whole Health that was to commence 10/22/07 and to rectify the actions of the Chairman of Warren County Board of Supervisors in exempting an agreement with Senior Whole Health for a term to commence January 1, 2010
- (b) Resolution Number, or Numbers if Amended, which Authorized the Original Contract: 627/2007
- (c) Name of Contractor: Senior Whole Health
- (d) Address of Contractor: 200 South Pearl Street, Albany, NY 12202
- (e) Contractor's Contact Person and Telephone Number: Jean Buff, 472-5229, Fx 426-4717, email jbuff@seniorwholehealth.com
- (f) Commencement Date of Amendment: 1/1/2010
- (g) Termination Date of Extension: 30 days written notice by either party
- (h) Payment Provisions: per visit rates specified in contract, paid monthly
- i) lump sum amount
 - ii) hourly rate amount
 - iii) total amount not to exceed
 - iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.
- (i) Where are the Funds for this Contract ? List Budget Code, (with title), Object Code (with title), and Amount OR Capital Project OR Capital Reserve Project Number and Title and Amount: A.4010.1610 CHHA, A.4010.1602 LTHHCP

Warren County Board of Supervisors

RESOLUTION NO. 637 OF 2007

Resolution introduced by Supervisors Mason, Sheehan, Haskell, F. Thomas, Tessier, Champagne and Sokol

**AUTHORIZING AGREEMENT WITH SENIOR WHOLE HEALTH OF NEW YORK,
INC. D/B/A SENIOR WHOLE HEALTH FOR REIMBURSEMENT OF MANAGED
MEDICARE AND MEDICAID SERVICES PROVIDED TO MEMBERS
- HEALTH SERVICES DEPARTMENT**

WHEREAS, Senior Whole Health of New York, Inc. d/b/a Senior Whole Health has requested that Warren County Health Services become a participating provider in the State of New York regarding Centers for Medicare and Medicaid Services (CMS), and

WHEREAS, it has been recommended that Warren County enter into an agreement with Senior Whole Health of New York, Inc. d/b/a Senior Whole Health, 200 South Pearl Street, Albany, New York 12202, for Warren County Health Services to provide managed medicare and medicaid services (under Centers for Medicare and Medicaid Services), with Warren County being reimbursed at the established per visit rate specified in the agreement, and with Senior Whole Health of New York, Inc. d/b/a Senior Whole Health being billed for each visit with supporting documentation as required, for a term commencing October 22, 2007 and terminating upon thirty (30) days written notice by either party, and the Chairman of the Board of Supervisors be, and hereby is, authorized to execute said agreement in a form approved by the County Attorney.

RESOLUTION REQUEST FORM NO. 4

Request for Extending, Rescinding or Amending Resolution

DEPARTMENT NAME: Health Services

DATE: June 3, 2009

- (a) Purpose of Contract Change: to correct Reso 121/2009 where personal care aide rates for North Country Home Services were incorrectly stated and should have reflected rates of \$21.24/hour as opposed to \$21.13/hour
- (b) Resolution Number, or Numbers if Amended, which Authorized the Original Contract: on file
- (c) Name of Contractor: North Country Home Services
- (d) Address of Contractor: Saranac Lake, NY
- (e) Contractor's Contact Person and Telephone Number: Rebecca Leahy, 891-2641
- (f) Commencement Date of Amendment: 1/1/09
- (g) Termination Date of Extension: 12/31/09
- (h) Payment Provisions: monthly upon receipt of completed documentation for each patient visit
 - i) lump sum amount
 - ii) hourly rate amount
 - iii) total amount not to exceed
 - iv) how will payments be made (i.e. monthly, quarterly, upon completion of the project, etc.
- (i) Where are the Funds for this Contract ? List Budget Code, (with title), Object Code (with title), and Amount OR Capital Project OR Capital Reserve Project Number and Title and Amount: A.4010.470 CHHA, A.4016.470 LTHHCP contracts

Warren County Board of Supervisors

RESOLUTION NO. 121 OF 2009

Resolution introduced by Supervisors Sokol, Sheehan, Thomas, Champagne, O'Connor, Strainer and Pitkin

AUTHORIZING AGREEMENT WITH VARIOUS AGENCIES FOR PARAPROFESSIONAL CARE SERVICES AS A RESULT OF RATE INCREASE - HEALTH SERVICES DEPARTMENT

WHEREAS, Resolution No. 726 of 2004 authorized, among other things, the continuation of the contractual relationship with ENS Health Care Management, LLC d/b/a Interim Health Care of New York, Visiting Nurse Association of Albany Home Care Corporation, and North Country Home Services, Inc. (the "Agencies") for paraprofessional care services under the Long Term Home Health Care Program and Certified Home Health Aide Program, said agreements to terminate upon thirty (30) days notice by either party, and

WHEREAS, Resolution No. 726 of 2004 also included a provision that no further resolutions would be necessary to indefinitely continue the agreements, unless there was a change in rates, and

WHEREAS, the Director of Public Health/Patient Services has been advised by the Agencies that effective January 1, 2009, there will be changes in their rates, which rates differ from the rates originally authorized in Resolution No. 726 of 2004 and, as a result, amendments are now necessary to the agreements and Resolution No. 726 of 2004, now, therefore, be it

RESOLVED, that the rates shown on Resolution No. 726 of 2004 for the above described Agencies, be and hereby are, amended as follows:

RESOLUTION NO. 121 OF 2009

Page 2, Continued

<u>CONTRACTOR/ AGENCY</u>	<u>PURPOSE</u>	<u>ESTIMATED CONTRACT AMOUNTS/RATES</u>
ENS Health Care Management, LLC d/b/a Interim Health Care of New York	Paraprofessional Care Services - LTHHCP & CHHA	Home Health Aide \$19.00/hr Personal Care Aide \$18.75/hr Housekeeper \$18.20/hour
Visiting Nurse Association of Albany Home Care Corporation	Paraprofessional Care Services - LTHHCP & CHHA	Home Health Aide \$20.68/hr Personal Care Aide \$20.14/hr
North Country Home Services, Inc.	Paraprofessional Care Services - LTHHCP & CHHA	Home Health Aide \$24.39/hr. Personal Care Aide \$20.80/hr. (Homemaker Tasks) Personal Care Aide \$ 21.13 13/hr. (Personal Care Aide Tasks) 21.24

and be if further

RESOLVED that the Chairman of the Board of Supervisors be, and hereby is, authorized to execute amendment agreements with the Agencies showing the above rate changes, effective January 1, 2009, in the form approved by the County Attorney, and be it further

RESOLVED, that all other terms and conditions of the agreements with the Agencies, as well as all other terms and conditions of Resolution No. 726 of 2004 regarding these agreements, remain in full force and effect.

Warren County Board of Supervisors

RESOLUTION NO. 686 OF 2008

Resolution introduced by Supervisors Sokol, Sheehan, Haskell, Thomas, Tessier, Champagne and O'Connor

AUTHORIZING AMENDMENT AGREEMENT WITH NORTH COUNTRY HOME SERVICES, INC. FOR PARAPROFESSIONAL CARE SERVICES UNDER THE LONG TERM HOME HEALTH CARE (LTHHC) AND CERTIFIED HOME HEALTH AIDE (CHHA) PROGRAMS - HEALTH SERVICES DEPARTMENT

WHEREAS, Resolution No. 145 of 2008 authorized, among other things, the continuation of the contractual relationship with North Country Home Services, Inc. (the "Agency") for paraprofessional care services under the LTHHC and CHHA Programs, for Personal Care Aide (Homemaker Tasks) at the rate of Twenty Dollars and Eighty Cents (\$20.80) per hour and Personal Care Aide (Personal Care Aide Tasks) at the rate of Twenty-One Dollars and Thirteen Cents (\$21.13) per hour, and

WHEREAS, the Director of Public Health/Health Services has been advised by North Country Home Services, Inc. that the Medicaid rate for 2008 for the Personal Care Aide (Homemaker Tasks) is Twenty Dollars and Ninety-One Cents (\$20.91) per hour and the Personal Care Aide (Personal Care Aide Tasks) is Twenty-One Dollars and Twenty-Four Cents (\$21.24) per hour, now, therefore, be it

RESOLVED, that the rates shown on Resolution No. 145 of 2008 for the services described be and hereby are, amended as follows:

<u>CONTRACTOR/ AGENCY</u>	<u>PURPOSE</u>	<u>ESTIMATED CONTRACT AMOUNTS/RATES</u>
North Country Home Services, Inc.	Paraprofessional Care Services - LTHHCP	Personal Care Aide \$20.91/hr (Homemaker tasks) Personal Care Aide \$21.24/hr (Personal Care Aide Tasks)

and be it further

RESOLUTION NO. 686 OF 20 08

Page 2, Continued

RESOLVED, that the Chairman of the Board of Supervisors be, and hereby is, authorized to execute an amendment agreement with North Country Home Services, Inc. showing the above rate changes, effective January 1, 2008, in the form approved by the County Attorney, and be it further

RESOLVED, that all other terms and conditions of the agreement with North Country Home Services, Inc. remain in full force and effect.

RESOLUTION REQUEST FORM NO. 20

MISCELLANEOUS*

***Please List All Other Requests Not Covered by Previous Resolution Request Forms Here. Please attach any backup information available and be as detailed as possible.**

DEPARTMENT NAME: Health Services

DATE: June 3, 2009

- (a) Purpose of Request: To abolish the following positions per Board of Supervisors request for county budgetary deficit reasons effective July 1, 2009
- (b) Details: see below
- (c) Previous Resolution Number: n/a

Health Services Salary Adjustments for 2010

Fringe Rate*

		Base	Fringe	County
Grade 4	Word Processor (current)	29,531.00	11,289.56	40,829.56
Grade 4	Account Clerk (current)	24,908.00	9,529.80	34,437.80
Grade 20	Community Health Nurse (base)**	41,358.00	15,823.57	57,181.57
	Total	\$95,797.00	\$36,651.93	\$132,448.93

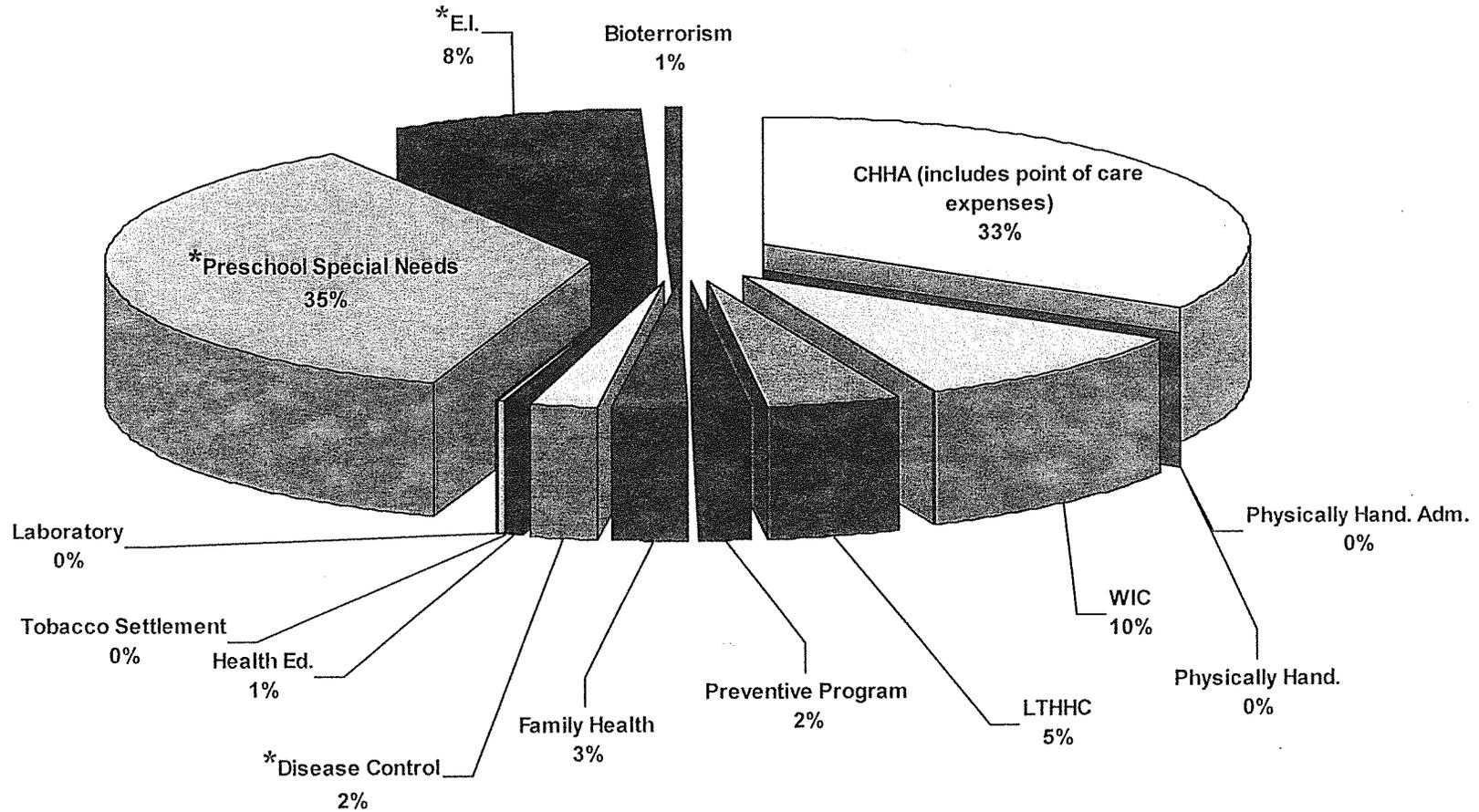
Notes:

All positions are from the A.4010.110 General Ledger account
CHHA-Health Services Full Time Salaries

*Fringe rate: from Maximus report based on 2007 data
Fringe rate is 38.26%

**This position was previously at a rate of \$46,091.00 with Fringes estimated at \$17,634.00 - total expense of \$63,725.00 for this past employee. Listed above is the base pay/fringe to replace that position.

2008 ACTUAL EXPENDITURES BY PROGRAM



Total Expenditures: \$13,714,658.69

*Mandated Programs Account for 45% of Total Actual Expenditures

**WARREN COUNTY BUDGET
2009 SUMMARY OF COSTS TO COUNTY**

PLEASE COMPLETE THE FOLLOWING INFORMATION REGARDING YOUR 2009 BUDGET

DEPARTMENT: Warren County Health Services

BUDGET CODE	Page #	FT #	PT/Per Diem #	TITLE OF BUDGET AND/OR PROGRAM	TOTAL APPROPRIATION	AMOUNT OF MANDATED EXPENSE	AMOUNT OF STATE REVENUE	AMOUNT OF FEDERAL REVENUE	AMOUNT OF OTHER REVENUE	Total Revenue	Profit or Loss to COUNTY 2009-Budget	Actual Profit or Loss to County for 2008	Actual Profit or Loss to County for 2007
A.4010	3-12	42	14	Health Services	\$4,621,231	\$0	\$151,293	\$0	\$5,319,758	\$5,471,051	\$849,820	\$1,272,699	\$831,321
A.4011	13-14	0	0	Physically Hand. Children	\$5,425	\$0	\$3,766	\$0	\$0	\$3,766	-\$1,659	-\$3,241	-\$5,308
A.4013	15-23	7	2	W.I.C.	\$1,353,181	\$0	\$0	\$1,364,181	\$0	\$1,364,181	\$11,000	\$118,076	\$188
A.4016	24-27	4	0	Long Term Home Health Care	\$658,483	\$0	\$0	\$0	\$802,247	\$802,247	\$143,764	\$109,418	\$68,365
A.4018	28-32	4	1	Preventive Program	\$234,733	\$0	\$187,913	\$0	\$0	\$187,913	-\$46,820	-\$45,278	\$81,442
A.4018.0020	33-39	6	0	Preventive Pgm-Family Health	\$366,403	\$0	\$251,693	\$24,500	\$40,000	\$316,193	-\$50,210	-\$271,529	-\$153,976
A.4018.0030	40-44	2	9	Preventive Pgm-Disease Control	\$334,396	\$338,296	\$187,488	\$0	\$135,000	\$322,488	-\$11,908	\$15,509	-\$7,484
A.4018.0040	45-48	1	0	Preventive Pgm-Health Education	\$89,673	\$0	\$69,401	\$0	\$5,000	\$74,401	-\$15,272	-\$3,658	-\$10,514
A.4018.0055	49-50	0	0	Preventive Pgm-Tobacco Entitlement	\$30,000	\$0	\$0	\$0	\$0	\$0	-\$30,000	-\$20,222	-\$21,758
A.4025	51-52	0	0	Laboratory	\$1,000	\$0	\$340	\$0	\$0	\$340	-\$660	\$0	\$0
A.4046	53-54	0	0	Phys. Handicapped Programs	\$1,000	\$0	\$500	\$0	\$0	\$500	-\$500	\$49	\$76
A.4054	55-58	1	0	Ed/Physically Hand. Children(Preschool)	\$4,597,417	\$4,597,417	\$2,714,260	\$0	\$300,000	\$3,014,260	-\$1,583,157	-\$2,262,937	-\$949,626
A.4054.0060	59-63	1	4	Ed/Phy.Hand.Child-Early Intervention	\$1,261,682	\$1,261,682	\$40,000	\$60,310	\$564,078	\$664,388	-\$597,294	-\$338,841	-\$540,705
A.4189	64-69	0	2	Public Health-Bioterrorism	\$85,000	\$0	\$0	\$85,000	\$0	\$85,000	\$0	-\$746	\$9
Totals Health Services					\$13,639,624	\$6,197,395	\$3,606,654	\$1,533,991	\$7,166,083	\$12,306,728	-\$1,332,896	-\$1,430,701	-\$707,970
A.9061	70-71			Employee Health Committee	\$4,000	\$0	\$0	\$0	\$0	\$0	-\$4,000	-\$490	-\$2,841

Updated 5/15/09

*Note: WIC is fully funded for \$1,364,181 in Revenue and expenses therefore should reflect the same appropriation. Therefore the effect on the county is \$0.
The \$11,000 balance is for the adjustment that needs to be added to the Part time salary appropriation for Sandy Watson. She is listed incorrectly on the budgeted salary page.

Estimated Profit for 2009 budget would be \$859,463 without the three mandated services.
8/27/08 Reduced total budget by 3%.

Also note : Both WIC and BT are fully funded. WIC is also reimbursed for fringe and indirect costs which is reflected in revenues and expenses, even though departments do not reflect these costs directly in their budget lines.

Memo

To: Warren County Health Services Committee Members
From: Patricia Auer, Director of Public Health/Patient Services/Early Intervention Official
CC: Fred Monroe, Kevin Geraghty, Hal Payne, Todd Lunt, Richard Kelly
Date: 5/27/2009
Re: Position Eliminations

Per Resolution 343 of 2009 passed by the Warren County Board of Supervisors at the May 15, 2009 Meeting, Health Services will have two positions slated for elimination.

The Senior Administrative Team has carefully evaluated the job tasks and associated workload, and recommends that the following positions will have the least impact on the overall function of the department:

1 Word Processing Operator

Grade 4: 2009 Base Salary: \$24,480

Employee's Current Salary: \$29, 531

1 Account Clerk

Grade 4: 2009 Base Salary: \$24,480

Employee's Current Salary: \$24,908

Both of the above employees have the least seniority in their job titles in the Health Services Department.

Additionally due to attrition:

1 Community Health Nurse

Grade 20: 2009 Base Salary: \$41,358

Employee's Salary at Retirement: \$46,091

We did not request to backfill this position when the nurse retired in March 2009, so the position is vacant, though funded in the 2009 County Budget.

Warren County Health Services
Salary adjustments for 2010

Fringe Rate*

	<u>Base</u>	<u>Fringe</u>	<u>Total impact to County</u>
Word Processor (current)	\$29,531.00	\$11,298.56	\$40,829.56
Account Clerk (current)	\$24,908.00	\$9,529.80	\$34,437.80
Nurse (base)**	\$41,358.00	\$15,823.57	\$57,181.57
	\$95,797.00	\$36,651.93	\$132,448.93

Notes:

All positions are from the A.4010.110 General Ledger account
 CHHA-Health Services Full Time Salaries

*Fringe rate: From Maximus report based on 2007 data
 Fringe rate is 38.26%.

** This position was previously at a rate of \$46,091, with Fringes estimated
 at \$17,634 a total expense of \$63,725 for this past employee.
 Listed above is the base pay/fringe to replace that position.

Warren County Health Services

Meal Analysis

		<u>2009</u> <u>Budget</u>	<u>Actual</u> <u>2008</u>	<u>Actual</u> <u>2007</u>
CHHA	A.4010.110	\$26,100	\$13,957	
LTC	A.4016.110	\$2,610	\$1,316	
Family Health	A.4018.0020.110	\$6,525	\$835	
Family Education	A.4018.0040.110	\$500	\$6	
Preschool	A.4054.110	\$500	\$7	
		<hr/>	<hr/>	<hr/>
		\$36,235	\$16,121	\$14,142

Warren County Health Services
Response to Budget Officer, Kevin Geraghty's Request for Information
Submitted By: Patricia Auer, DPH/DPS
May 26, 2009

Plan for Downsizing Staffing Needs

Summary of Services Provided by Health Services Department

Please note the attached sheet that provides the number of employees in each program and the associated budget implications, as well as the pie graph that depicts the various programs and the portion of the overall budget each comprises.

Certified Home Health Care Agency

Provides nursing and therapy services for various diseases, medical diagnoses and health care needs to many residents of Warren County. This is a **non-mandated, but significant revenue generating program**. This year, we have transitioned to an electronic medical record system (Point Of Care), that will decrease "paperwork time" for nurses and allow for greater productivity in providing direct nursing care. It also allows for faster billing and quicker cash flow.

Long Term Home Health Care Program

"Nursing Home Without Walls" program serves clients who have Medicaid and are able to have their health care needs met in a home environment at a cost less than being in a skilled nursing facility. A formula and patient assessment is utilized to determine patient eligibility. This is a **revenue generating, non-mandated program** that also allows patients the option to remain in their own home.

Family Health

This is a program that provides home visiting services to pregnant women, postpartum women, breastfeeding mothers, newborns and health supervision visits to clients (adult or child) with specific problems. Medicaid and Private Insurances are billed whenever possible. It is more difficult to obtain reimbursement from private insurances for these visits than it is in the CHHA or LTHHCP since patients are not homebound and services are not in lieu of hospitalization. These programs do provide significant service to young families and provide much needed proactive guidance and education that translates to saving health care dollars. The nurses who work in these programs also assist in the CHHA when possible to save on the use of per diem nurses. These programs are **not mandated**, but state aid base grant funds cover a portion of program costs.

Health Education

Non-mandated program offers health education programs and keeps Community Health Assessment updated. These programs provide a huge amount of public information on a multitude of topics for individuals of all ages, and have high visibility throughout the entire county. Funding is significantly derived from the state aid base grant. There is only one employee in this program, and he is busy!

WIC (Women, Infants, Children's Program)

Provides supplemental foods and nutrition education to pregnant, postpartum and breastfeeding women, infants, and children up to the age of five years. The program requires financial eligibility, but services are provided for low income working people, as well as those we are receiving social service assistance. It is fully reimbursed through state and federal funding. Warren County serves as the sponsor agency, and has the ability to renew the contract annually. WIC is **not a mandated program**, but provides very tangible services to individuals as well as helping store vendors who participate in the program.

Preventive Program

This is the code that covers the salaries of employees that either do not work in areas that specifically generate revenue, or who work with programs that are mandated services where salary would be ineligible for reimbursement. The code is to allow state aid reimbursement from base grant. The following positions are in this code:

Director of Public Health/Patient Services/Early Intervention Official (**mandated position**)

Clinical and Fiscal Informatics Coordinator

Administrative Assistant for entire Health Services Department

Principal Clerk (works with EI and Preschool Programs)

Bioterrorism (Emergency Response and Preparedness Program)

100% grant funded at this time. The future of this program is uncertain, but maintenance of effort will be needed regardless of reimbursement. There are 2 part time staff people and 1 contract person, all entirely grant funded, whose positions are slated to be abolished if grant funding is not available. This program could potentially have ramifications on the department as if funding is not available and work is still required, it would need to be done by Health Services Staff.

Physically Handicapped Children's Program

This program is **not mandated**, and has received decreased funding over the past few years. It is currently funded at \$1,000 and receives 50% reimbursement for any expenses. It provides help for children with special health care needs who are not eligible for Medicaid, and where health insurance does not cover. We have used it in helping parents with costs for hearing aides that are not covered by health insurances. Not all medical diagnoses are eligible. We do not advertise this program, and when we do use it, it is very beneficial for families.

Laboratory

This is a line that we are required to have as part of our Municipal Public Health Services Plan in the event we need it for an emergency. We do not operate a lab, and use either Glens Falls Hospital or Wadsworth State Lab. We have an appropriation of \$1,000, which would be reimbursed 36% state aid if we needed to use it.

We usually put any lab costs we have through the program where the need is associated; i.e. Tuberculosis, or Sexually Transmitted Diseases.

Tobacco Settlement

This is a \$30,000 appropriation used for tobacco education and related activities. No staff salaries are involved and the Health Educator attends to the associated tasks. This is **not mandated**.

Preschool Special Needs (Children ages 3-5 years)

Mandated program that provides reimbursement for tuition for special education, health related services and transportation. The school districts' Committees for Preschool Special Education approve these programs and the county is responsible for the bills. Reimbursement is received from the New York State Education Department at 59.5% and Medicaid is billed for transportation and health supportive services for those children who have Medicaid and whose parents sign consent that Medicaid may be billed. This program comprised 35% of Health Services 13.7 Million Dollar Budget in 2008. It is a very complex program and the amount of money needed to cover the costs is difficult to impossible to predict.

Early Intervention (Children ages birth – 3 years)

Mandated program that provides services to children with special needs who meet eligibility criteria. County is responsible for fees for services and receives reimbursement at 49% for costs after maximizing Medicaid and Private Insurances. This is fee for service program, so it less costly than the preschool program, but expenses and the amounts that need to be budgeted are difficult to predict since the number of children and the specific needs are not known. The Early Intervention Program comprised 8% of Health Services' 2008 Budget.

**Retirement Incentive
Response to budget Officer Question**

Warren County Health Services' employees who are eligible for retirement were all queried regarding their interest in retiring if an incentive was to be offered. All stated they would be interested in hearing about what the incentive might be, but there were no specific committals. We have one nurse who has indicated she "might" retire next year, but no specific dated has been given.

We have 4 full time nurses, 5 part time nurses in various capacities in the agency, 1 full time WIC Program Coordinator and 1 full time support staff employee eligible to retire.

The affect on services for the agency would be extremely significant, if all were to leave in one year.