

Warren County Health Services

Health, Human and Social Services Committee

AGENDA FOR

October 31, 2016

Information Submitted By: Patricia Auer, DPH/DPS

Health and Human Services Committee Members: Sokol, Simpson, Seeber, Frasier, Strough, Vanselow, McDevitt, MacDonald, Braymer

- I. **Committee meeting called to order by Chairman**
Motion to approve minutes of the September 22, 2016 Health Services Committee meeting

- II. **Action Agenda/New Business**

Request Resolution:

To authorize a Memorandum of Understanding with RSVP of Warren and Washington Counties (a volunteer program sponsored by Tri County United Way) to allow Warren County Health Services to become a community partner in a form approved by the County Attorney.

Rationale:

This Memorandum will allow access to utilizing volunteers for various appropriate Health Services Programs.

The County Attorney will be present at the meeting and will speak on this MOU as it is pertinent to other county departments besides Health Services.

Request Resolution:

To authorize a the Director of Public Health/Patient Services from time to time to enter into and execute agreements with various vendors or contractors regarding needed services for the Health Services Department for an aggregate amount not to exceed \$5,000.00 in any fiscal year in a form approved by the County Attorney.

Rationale:

Recently, this need has arisen as we have up until now coded agreements for maintenance of equipment under maintenance in the budget. We have now been advised by the Auditor and the County Attorney's Office that these types of situations must be tied to an approved authorizing Resolution, and that several other departments in the county have such a resolution in place, (i.e. Department of Public Works, Sheriff's Department, Social Services, and Office for the Aging). This approval will take care of needing to bring every maintenance agreement to the Health Services Committee for approval.

Request Resolution:

To authorize acceptance of a grant from Adirondack Rural Health Network (ARHN)/ Adirondack Health Institute (AHI) in the amount of \$2,500.00 to plan and carry out a Neonatal Abstinence Syndrome Program.

Rationale:

Warren County Health Services is part of the Hometown vs Heroin Coalition. Part of the mission of this coalition is to Promote Mental Health and Prevent Substance Abuse, and Promote Healthy Women, Infants and Children. This project will assist in meeting these goals.

Request Resolution:

To amend the 2016 Warren County Budget to reflect the acceptance of the Neonatal Abstinence Syndrome Grant in the amount of \$2,500.00.

Please see **Attachment #5**.

Rationale:

The funds will be used to complete the project.

Request Resolution:

To transfer funds ...Please see **Attachment #6**.

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

Request Resolution:

To authorize a contract agreement with Annatashia Abrantes, MS,OTR/L to provide occupational therapy services.

Rationale:

Occupational Therapy services are reimbursable services.

Request Committee Approval:

To authorize Tammie DeLorenzo, Fiscal and Clinical Informatics Coordinator, to attend the Home Care Association of New York State Quality and Technology Symposium on November 16 – 17, 2016 in Saratoga Springs at cost of \$399.00

Rationale:

This conference will focus on integrated payments for services, and discuss how home care providers will need to prioritize their demonstration of quality. Unique technological and programmatic approaches being innovated by providers and policy makers for driving positive clinical outcomes will be discussed.

There are funds in the budget to cover the cost.

III. **Referral/Pending Items**

There are no pending items.

IV. **Information for Discussion/Review**

Emergency Response and Preparedness Activities: Please see **Attachment #1** for the monthly report.

Status of Referrals: Please see **Attachment #4** for the detailed report.

Report of Expenditures, Revenues, Overtime and Per Diem Use for 2016. Please see **Attachment #2**.

Revenue and Expense Comparison Report for 2015 vs 2016: Please see **Attachment #3**.

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

V. Privilege of the Floor to discuss any additional items to come before Committee

VI. Motion to adjourn the Health Services Meeting

Attachments:

- #1 Emergency Response and Preparedness Activities Report**
- #2 Report of Expenditures, Revenues, Overtime and Per Diem Use for 2016**
- #3 Revenue and Expense Comparison Report for 2015 vs 2016**
- #4 Report of Referrals Status**
- #5 Budget Amendment**
- #6 Budget Transfer Request**

ATTACHMENT #1
BT ACTIVITY SHEET
BP5 - 7/1/16 - 6/30/17

Red/Chempack; Green/SNS; Blue/Mass Fatality; Black/Training;
 Purple/Special Needs; Orange/Drill; Black/Pan Flu

9/21	TTX	GFH Tabletop Evacuation of Telecommunication; new process	Dan	Drill
9/21	Deliverable/ Training	L-6 Clin-Op webinar re ORR Tool	Dan	MCM
9/26	Deliverable	L-5 First Quarter HEPC Sub-regional meeting at HANYS	Dan	All
9/26	Training	Psychological First Aid for Training Coordinators	Dan	Training
9/27	Deliverable Survey	L-1 Annual Preparedness Survey Completed (all)	Dan	All
9/28	SNR Outreach	SNR flyers and Winter newsletter article emailed to Conklin Cnt	Kathy	Special Needs
9/28	ServNY	Sent notification to all volunteers re: ServNY 2.0 release later 2016	Kathy	Volunteers
9/30	Training	Successfully completed IS-00700.a NIMS: An introduction	Kathy	Training
9/30	Outreach and Education	Special Needs Registry added as a resource to the Conkling Center webpage	Kathy	All Special Needs
10/4	SERVNY- Volunteer Recruitment	Met with RSVP coordinator re: volunteer fair and possible collaboration. ServNY table to be set up at their volunteer fair	Dan	Volunteering- all plans
10/5	Inventory	Began inventory updates	Kathy	All
10/5	BT Report	Submitted 1st Quarter BT5 report	Dan	All
10/6	Drill follow up	Mailed letters to Long Term Care organizations reviewing the roles who lacked response during the Cascading Drill	Dan, Kathy	Drill
10/7	Survey	Submitted NYSDOH request electronic equipment survey	Dan	All
10/14	ServNY Outreach	Attended RSVP volunteer fair at the Queensbury Center	Kathy	All
10/15	Report	Submitted final Ebola Report	Kathy	Ebola
10/17	Special Needs	Special Needs Registry recertifications sent out	Kathy	Special Needs
10/19	TTX	GFH TTX re: weather related sheltering of adults and children	Dan	Drill
10/19-20	Training	Respiratory Protection Program-Prepared training for PT RNs and new CHHA staff	Kathy	Ebola/All
10/20	Updates	Updated I&Q forms	Kathy	Respiratory Protection
10/25	Deliverable	HEPC Meeting	Dan	All
10/26	Committee Meeting	EPR/LEPC Quarterly Committee Meeting	Dan, Kathy, Ginelle	All

WARREN COUNTY HEALTH SERVICES BUDGET ANALYSIS

REVENUE AND EXPENDITURES FOR 2016 AS OF 10/20/2016 11:03:11 AM

FUND(S): A, CL, D, DM, EF, GI, MS, SD, V
 CODE(S): 4010, 4013, 4016, 4054, 4190, 4018, 4189

EXPENSES	2016 BUDGETED	2016 YTD ACTUAL	2015 Prior Year Totals
Salaries - Regular	\$2,750,683.00	\$1,906,590.42	\$2,741,583.99
Salaries - Overtime	\$133,500.00	\$79,868.44	\$129,253.40
Salaries - Part Time	\$374,033.00	\$251,900.22	\$293,525.04
100's PERSONAL SERVICES	\$3,258,216.00	\$2,238,359.08	\$3,164,362.43
200's EQUIPMENT	\$89,750.00	\$5,128.44	\$18,161.90
400's CONTRACTUAL	\$6,004,599.07	\$3,296,003.69	\$5,893,074.64
800's EMPLOYEE BENEFITS	\$1,632,691.00	\$1,205,817.44	\$1,710,053.82
TOTALS	\$10,985,256.07	\$6,745,308.65	\$10,785,652.79
REVENUES	2016 BUDGETED	2016 YTD ACTUAL	2015 Prior Year Totals
	\$8,855,922.09	\$4,709,546.70	\$8,735,061.81

Notes: We just closed the month of September, 2016 billing for both Health Services and MCH programs. The total amount accrued above is \$265,759.89. Also accrued is the CHSNC (\$2,891) and EI (\$6,384) Grants which both ended 9/30/16. We are in the process of finalizing quarterly grant reports.

Warren County Health Services

Salaries Comparison

2015 vs 2016
 as of 10/2/16 Payroll

	YTD 2016	YTD 2015	YTD 15v16	% Change	Total Budget 2016	Total Actual 2015
Total of All Depts	\$1,906,590.42	\$2,122,882.31	-\$216,291.89	-10.19%	\$2,785,683.00	\$2,741,583.99
Regular Salaries	\$79,868.44	\$98,856.35	-\$18,987.91	-19.21%	\$133,500.00	\$129,253.40
Overtime Salaries	\$251,900.22	\$221,375.19	\$30,525.03	13.79%	\$339,033.00	\$293,525.04
Part Time Salaries	\$2,238,359.08	\$2,443,113.85	-\$204,754.77	-8.38%	\$3,258,216.00	\$3,164,362.43
TOTALS	\$68.70%	77.21%				
% current YTD Salary to Total Budget						

*Source: Detail G/L report for all Salary Category from 1/1/XX-10/2/XX

Overall, total salaries are \$204,754.77 less than total 2015 Salaries. Due to staffing shortages in nursing, per diem nurses have been utilized to cover referrals, therefore increasing the Part-time salary category and reducing the Full-time and Overtime salary categories showing overall a 8.38% reduction in salary from 2015.

Warren County Health Services
Revenue and Expense Comparison 2016 vs 2015

EXPENSES	2016 YTD Actual as of 10/20/16 G/L	2015 YTD Actual as of 10/17/15 G/L	Variance
Salaries - Regular	\$1,906,590.42	\$2,122,882.31	(\$216,291.89)
Salaries - Overtime	\$79,868.44	\$98,856.35	(\$18,987.91)
Salaries - Part Time	\$251,900.22	\$221,375.19	\$30,525.03
100's PERSONAL SERVICES	\$2,238,359.08	\$2,443,113.85	(\$204,754.77)
200's EQUIPMENT	\$5,128.44	\$20,078.57	(\$14,950.13)
400's CONTRACTUAL	\$3,296,003.69	\$3,527,624.23	(\$231,620.54)
800's EMPLOYEE BENEFITS	\$1,205,817.44	\$1,392,941.06	(\$187,123.62)
TOTALS	\$6,745,308.65	\$7,383,757.71	(\$638,449.06)

REVENUES	2016 YTD ACTUAL	2015 Prior Year to Date Totals	
	\$4,709,546.70	\$4,678,972.68	\$30,574.02

Notes:

It should be noted, reflected above for comparison are financials as of 10/17/15 to compare to our current of 10/20/16.

Salaries: (please see previous page) Overall are \$204,754.77 or 8.38% below 2015. Full time and overtime salaries are below 2015 YTD salaries while Part time salaries are 13.79% above 2015. This correlates with the per diem staff that continue to be utilized to assist in nursing shortage coverage and the fact that staff has saved on Overtime expense by utilizing compensation time in lieu of overtime. Overall, 2016 salaries are 68.70% of the budget while last year at this time we were at 77.21% for total budgeted salaries.

Expenses: Contractual expenses for 2016 remain below 2015 primarily due to the timing of expenses paid for the Preschool and Early Intervention programs. Also to note , the Long Term Care program no longer has any patients due to the fact the State has reassigned duties for this program, therefore less expenses year to date.

Employee Benefits:

Employee benefits are below last year by \$187,124 and correlates with the nursing position shortages that we have experienced. Also to note, utilizing Per Diem staff saves in fringe benefit expense.

Revenues:

Revenues for 2016 are slightly above 2015.

Warren County Health Services
Patient Evaluations
CHHA Division

CATEGORY	01/2014	02/2014	03/2014	04/2014	05/2014	06/2014	07/2014	08/2014	09/2014	10/2014	11/2014	12/2014
SN eval	127	110	132	114	139	85	116	122	106	103	109	116
SN IV eval	7	4	6	2	5	7	5	5	6	15	4	7
CDPAP	7	2	0	0	0	0	0	0	0	0	0	0
PRI	3	2	3	4	0	5	3	3	6	3	5	5
UASNY	15	11	18	14	12	23	26	21	19	16	15	26
SN Evals per month	159	129	159	134	156	120	150	151	137	137	133	154
PT Evals	88	82	78	69	84	61	75	76	67	74	70	70
PT only	33	32	35	25	25	27	27	21	18	21	24	21
Total Evals per month	192	161	194	159	181	147	177	172	155	158	157	175

CATEGORY	01/2015	02/2015	03/2015	04/2015	05/2015	06/2015	07/2015	08/2015	09/2015	10/2015	11/2015	12/2015
SN eval	122	110	114	109	122	109	122	111	99	104	106	102
SN IV eval	9	6	8	13	5	7	8	3	9	5	1	8
PRI & CDPAP	6	5	5	6	5	2	2	7	1	1	1	5
UASNY	18	15	23	16	10	13	23	10	14	15	14	17
SN Evals per month	155	136	150	144	142	131	155	131	123	125	122	132
PT Evals	80	75	94	80	71	82	80	70	73	75	65	67
PT only	25	26	34	30	31	24	26	31	34	29	24	17
Total Evals per month	180	162	184	174	173	155	181	162	157	154	146	149

CATEGORY	01/2016	02/2016	03/2016	04/2016	05/2016	06/2016	07/2016	08/2016	09/2016	10/2016	11/2016	12/2016
SN eval	102	111	99	106	104	102	120	123	85			
SN IV eval	9	6	12	8	10	10	4	10	4			
PRI	4	6	1	7	6	3	6	2	5			
UASNY	19	11	11	17	13	9	13	12	9			
SN Evals per month	134	134	123	138	133	124	143	147	103	0	0	0
PT Evals	76	76	62	66	68	77	69	82	69			
PT only	25	26	19	23	18	20	20	27	16			
Total Evals per month	159	160	142	161	151	144	163	174	119	0	0	0
Difference	-12%	-1%	-23%	-7%	-13%	-7%	-10%	7%	-24%			

Attachment #4

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: Warren County Health Services-Health Education Program

DATE: October 31, 2016

- (a) **Purpose of Amendment:** To amend the 2016 budget to adjust the Family Health Program to reflect the funds given from the Adirondack Rural Health Network to support the Neonatal Abstinence Syndrome (NAS) Prevention Agenda Project of **\$2,500.00**.
- (b) Appropriation Code (with title), Object Code (with title) and Amount:
A.4018.0020.410 Family Health Program- Office Supplies \$650.00
A.4018.0020.437 Family Health Program-Consulting Fees \$1,000.00
A.4018.0020.444 Family Health Program-Travel Expense \$500.00
A.4018.0020.445 Family Health Program-Foods Expense \$350.00

Revenue Code (with title), and Amount:

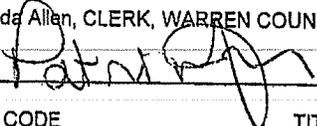
A.4018.0020.1612 Family Health Program-Revenue \$2,500.00

ATTACHMENT #5

RESOLUTION REQUEST FORM NO. 10

Request for Transfer of Funds

TO: Amanda Allan, CLERK, WARREN COUNTY BOARD OF SUPERVISORS

SIGNED: 

DATE: October 31, 2016

	<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
1.	A.4190.130	Ebola-Part Time Salary	A.4189.130	Bioterrorism-Part Time Salary	\$800.00
	A.4190.830	Ebola-Social Security Expense	A.4189.830	Bioterrorism-Social Security Expense	\$50.00
	A.4190.831	Ebola-Medicare Expense	A.4189.831	Bioterrorism-Medicare Expense	\$12.00
2.	A.4010.110	Health Services-Full Time Salary	A.4010.130	Health Services-Part Time Salary	\$15,000.00
3.	A.4018.0030.130	Disease Program-Part Time Salary	A.4018.0040.110	Health Education-Full time Salary	\$125.00

Total Transfers **\$15,987.00**

1. To transfer funds from the Ebola Program to the BT Program for the Per Diem Liason to cover salary/fringe from October to December 2016. Ebola grant has ended, and she will be working in BT those extra hours.
2. To transfer funds from Health Services Full time Salary to Part time Salary to cover Per Diem nursing staff until end of year.
3. To transfer funds from Disease program part time to Health Education Full time Salary to cover salary to year end.

CONTINGENT FUND TRANSFER REQUESTS

<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
A.1990 469	Contingent Fund			

Please state reason for transfer request:

Total

Please file original request with Clerk of the Board and retain copy for your records

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: 10/31/2016

- (a) Purpose of Request: To authorize a memorandum of understanding with RSVP of Warren and Washington counties (program sponsored by Tri-County United Way) to allow Warren County Health Services to become a community partner in a form approved by the county attorney
- (b) Details: This will give access to utilizing volunteers for various Health Services programs as needed
- (c) Previous Resolution Number: Not applicable for Health Services



Community Partner
Memorandum of Understanding



with
RSVP of Warren and Washington Counties

Tri-County United Way

Sponsored by Tri County United Way

696 Upper Glen Street

Queensbury, NY 12804

Phone: (518) 743-9158 Fax: (518) 793-5784

E-mail: rsvp@tricityunitedway.org

Community Partner: _____

Community Partner Executive Director: _____

Street Address: _____

City: _____ State: _____ Zip: _____

Mailing Address: (if different) _____

City: _____ State: _____ Zip: _____

Phone: () _____ Fax: () _____ E-Mail: _____

This Memorandum of Understanding (MOU) contains basic provisions which will guide the working relationship between both parties. This MOU may be amended, in writing, at any time with concurrence of both parties and must be renegotiated yearly.

Period Covered: _____ to _____

BASIC PROVISIONS OF MOU

- I. RSVP of Warren and Washington Counties Responsibilities:
A. Recruit, interview and enroll RSVP volunteers and refer volunteers to the Community Partner.
B. Instruct RSVP volunteers in proper use of monthly reports, reimbursement guidelines and program procedures.
C. Provide the volunteer with an overview of the volunteer position, the Community Partner and its staff.
D. Provide RSVP orientation to Community Partner staff prior to placement of volunteers, and at other times, as the need arises.
E. Develop publicity for RSVP such as radio, TV, print or verbal presentations highlighting volunteers' service, accomplishments, and impact on the community.
F. Furnish excess accident, excess volunteer liability, and excess automobile liability insurance coverage. Insurance is secondary coverage and is not primary insurance.
G. Periodically an RSVP representative will schedule a site visit to discuss volunteer activities and any concerns the Community Partner may have.
H. Reimburse RSVP volunteers for transportation costs between their home and Community Partner in accordance with RSVP policies and availability of funds, if applicable.
I. Annually assess volunteer placements to ensure the safety of volunteers as follows:
A yearly emailed assurance of safety from each Community Partner covered by this agreement.

II. **Community Partner Responsibilities:**

- A. Implement orientation, in-service instruction, or special training of volunteers.
 - B. Interview and make final decision on assignment of volunteers.
 - C. Furnish volunteers with materials required for assignment, as appropriate.
 - D. Provide supervision of volunteers on assignments.
 - E. Provide the volunteers an adequate safe, clean and risk free environment to work and submit an annual assurance of safety upon request by RSVP.
 - F. Collect and validate appropriate reports for submission to RSVP office including Community Partner's volunteer roster and Programming for Impact (PFI) outputs and outcomes, as requested. (if applicable)
 - G. Investigate and report any accidents and injuries involving RSVP volunteers immediately to the RSVP office. All reports will be submitted in writing.
 - H. **Separation from Volunteer Service:** The Community Partner may request the removal of an RSVP volunteer at any time. The RSVP volunteer may withdraw from service at the Community Partner or from RSVP at any time. Discussion of individual separations will occur among RSVP Director, Community Partner designee and the volunteer to clarify the reasons, resolve conflicts, or take remedial action, including placement with another Community Partner.
 - I. **Letters of Agreement:** When in-home assignments of volunteers are made, a Letter of Agreement will be signed by the parties involved. The document will authorize volunteer service in the home and identify specific volunteer activities, periods, and conditions of service.
 - J. **Prohibited Activities:** The Community Partner will not request or assign RSVP volunteers to conduct or engage in religious, sectarian, or political activities including transporting voters to polls.
 - K. **Displacement of Employees:** The Community Partner will not assign RSVP volunteers to any assignment which would displace employed workers or impair existing contracts for services.
 - L. **Accessibility and Reasonable Accommodation:** The Community Partner will maintain the programs and activities to which RSVP volunteers are assigned accessible to persons with disabilities (including mobility, hearing, vision, mental, and cognitive impairments or addictions and diseases) and/or limited English language proficiency and provide reasonable accommodation to allow persons with disabilities to participate in programs and activities.
 - M. **Prohibition of Discrimination:** The Community Partner will not discriminate against RSVP volunteers or in the operation of its program on the basis of race; color; national origin; including limited English proficiency; sex; age; political affiliation; sexual orientation; religion; or on the basis of disability, if the volunteer is a qualified individual with a disability.
 - N. If meals are provided to volunteers, please complete this portion:
 - _____ Contributed meals are **FEDERALLY FUNDED** under:
 - _____ Title III of the Older Americans Act
 - _____ Other federal funding source
 - _____ Contributed meals are **NOT** provided by federal funds. Meals will be provided to RSVP volunteers at a free or reduced price when hours of service have been or will be volunteered during that day.
- NOTE:** The value of free or reduced-price meals which are not provided by federal funds will be verified by the Community Partner and reported monthly to the RSVP project. This documents important in-kind support for RSVP.

By signing this MOU, the Community Partner Executive Director certifies that the volunteer station is a public or non-profit private organization, or a proprietary health care agency.

Signature: _____ Date: _____

Name: _____ Title: _____
(please print)

The Community Partner representative who will serve as liaison with RSVP and who will be responsible for:

- ◆ Volunteer supervision, orientation, evaluation
- ◆ Abiding by the terms of the MOU
- ◆ Statistical reports as appropriate to assist RSVP in assessing services
- ◆ Monthly Community Partner Volunteer Hours Report which must be signed and returned to RSVP by the 5th of each month via email to rsvp@tricountyunitedway.org or mail to 696 Upper Glen Street, Queensbury, NY 12804
- ◆ Requesting volunteers via email to volunteer@tricountyunitedway.org

Name: _____ Title: _____
(please print)

Phone: _____ Email: _____

Accepted by RSVP of Warren and Washington Counties

Signature: _____ Title: _____

Date: _____

RSVP Community Partners
August 2016

Adirondack Manor	LARAC
Adirondack Mountain Club	Lending Hearts and Hands
American Red Cross	Literacy New York
Argyle Free Library	Little Theater on the Farm
Big Brothers/Big Sisters	Old Fort House Museum
Cambridge Historical Society	Old Stone House Library
Caritas	Open Door Mission
Catholic Charities	Pines at Glens Falls
Chapman Historical Museum	Prospect Child & Family Center
Christ Church United Methodist	Queen Anne Senior Citizens
Community, Work & Independence	Queensbury Senior Citizens
Conkling Center	RSVP
Crandall Public Library	Salvation Army
Double H Ranch	Senior Center of Kingsbury/Fort Edward
Emeritus at the Landing	Special Olympics
Family Service Association	Stanton Nursing Center
Feeder Canal Alliance	Terrace at the Glen
First Baptist Church Thrift Shoppe	Tri-County United Way
First United Methodist Church of Warrensburg	Up Yonda
Fort Ann Historical Society	Warren County Association of Realtors
Fort Hudson Health Services	Warren County Attorneys Office
Friends of the US Grant Cottage	Warren County Head Start
Glens Falls Association for the Blind	Warren County Historical Society
Glens Falls Hospital	Warren County Tourism
Glens Falls Symphony	Warren County WIC
Great Glens Falls Senior Center	Warren/Hamilton Office for the Aging
Greenwich Free Library	Warrensburg Historical Society
Greenwich Interfaith Fellowship	Washington County Head Start
High Peaks Hospice	Washington County Office for the Aging
Historic Salem Courthouse	Washington Center for Rehab & Healthcare
Home of the Good Shepherd	Washington County EOC
Hudson Headwaters Health Network	Westmount Health Facility
Lake George Land Conservancy	World Awareness Children's Museum

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: 10/31/2016

(a) Purpose of Request: To authorize a resolution to allow the Director of Public Health/Patient Services to enter into and execute agreements with various vendors or contractors regarding services required from time to time by the Health Services Department for an aggregate amount not to exceed five thousand dollars (\$5,000) in any fiscal year in a form approved by the county attorney.

(b) Details:

(b) Previous Resolution Number: Not applicable for Health Services but for other county departments:

<u>Sherriff's Office</u>	<u>R 461 of 2010</u>
<u>Office of the Aging</u>	<u>R 492 of 2013</u>
<u>DPW</u>	<u>R 375 of 2010</u>

Warren County Board of Supervisors

RESOLUTION NO. 461 OF 2010

Resolution introduced by Supervisors VanNess, Bentley, Sokol, Girard, Thomas, Conover and McDevitt

AMENDING RESOLUTION NO. 81 OF 2009; AUTHORIZING CHAIRMAN AND WARREN COUNTY SHERIFF TO ENTER INTO AND EXECUTE AGREEMENTS WITH VARIOUS VENDORS OR CONTRACTORS REGARDING SERVICES REQUIRED, FROM TIME TO TIME, BY THE WARREN COUNTY SHERIFF'S OFFICE, SUBJECT TO CERTAIN CONDITIONS - SHERIFF'S OFFICE

WHEREAS, Resolution No. 81 of 2009, among other things, authorized the Chairman of the Board of Supervisors to enter into and execute agreements with various vendors or contractors regarding services required from time to time by the Sheriff's Office, for an aggregate amount not to exceed Five Thousand (\$5,000) in any fiscal year, and

WHEREAS, in the regular course of performing its customary and usual governmental functions or performing functions assigned to it by the Board of Supervisors, the Sheriff's Office utilizes minor routine and/or emergency services of a number of vendors or contractors for services such as, but not limited to lawn equipment repairs, pest control, water testing, laundry equipment repairs, kitchen equipment repairs, refrigeration repairs, vehicle repairs, and small equipment repairs, and

WHEREAS, the Warren County Sheriff budgets for these types of services which generally range in costs from a few hundred dollars to a few thousand dollars, and

WHEREAS, the Warren County Sheriff is requesting that he be allowed to enter into and execute agreements with various vendors or contractors regarding services required from time to time by the Warren County Sheriff's Office, provided any one of the such agreements does not exceed Five Thousand Dollars (\$5,000), and

RESOLUTION No. 461 OF 2010

PAGE 2 OF 2

WHEREAS, the aforesaid services are not usually something that would be done in house by Sheriff's Office or Department of Public Works employees and approval of these agreements by the Board of Supervisors appears to be routine and ministerial due to the obvious need for the same, and

WHEREAS, the budget process provides an opportunity for adequate review and approval of these types of services and expenses associated with the same and the Board of Supervisors desires to avoid needless additional paperwork and resolutions concerning agreements for the aforesaid services, now, therefore, be it

RESOLVED, that, until such time as this resolution is repealed, the Chairman of the Board of Supervisors or the Warren County Sheriff or his designee be, and hereby are, authorized, from time to time and without the need for additional separate resolutions, to enter into and execute agreements on behalf of Warren County with various vendors or contractors with regard to governmental work activities or services within the budget of the Warren County Sheriff's Office, subject to the following conditions:(1) any agreement may not individually exceed the aggregate amount of Five Thousand Dollars (\$5,000) in any fiscal year; (2) the services must have been budgeted for; there must be budgeted funds available to pay for the same, and purchase orders and/or computer data entries required by the County's accounting software must occur; (3) the established Purchasing Policy must still be followed (with the exception of the need to acquire resolutions); and (4) any required agreements must be approved by the Warren County Sheriff and the County Attorney.

Warren County Board of Supervisors

RESOLUTION NO. 492 OF 2013

Resolution introduced by Supervisors Strainer, Girard, Frasier, Sokol, Wood, Loeb and Vanselow

AUTHORIZING CHAIRMAN OF THE BOARD OF SUPERVISORS OR THE DIRECTOR OF THE OFFICE FOR THE AGING TO ENTER INTO AND EXECUTE AGREEMENTS WITH VARIOUS VENDORS OR CONTRACTORS REGARDING SMALL KITCHEN REPAIR AND/OR MAINTENANCE SERVICES REQUIRED, FROM TIME TO TIME, BY THE WARREN COUNTY OFFICE FOR THE AGING, SUBJECT TO CERTAIN CONDITIONS

WHEREAS, in the regular course of performing its customary and usual governmental functions or performing functions assigned to it by the Board of Supervisors, the Warren County Office for the Aging utilizes the minor routine and/or emergency services of a number of vendors or contractors for services such as, but not limited to, small kitchen repairs and/or maintenance, and

WHEREAS, the Director of the Warren County Office for the Aging budgets for these types of services which generally range in cost from a few hundred dollars to a few thousand dollars, and

WHEREAS, the Director of the Warren County Office for the Aging is requesting that she be allowed to enter into and execute agreements with various vendors or contractors regarding small kitchen repair and/or maintenance services as set forth above, required from time to time by the Warren County Office for the Aging, provided any one of the such agreements does not exceed One Thousand Dollars (\$1,000), and

WHEREAS, the aforesaid services are not usually something that would be done in house by the Office for the Aging or Department of Public Works employees and approval of these agreements by the Board of Supervisors appears to be routine and ministerial due to the obvious need for the same, and

WHEREAS, the budget process provides an opportunity for adequate review and approval of these types of services and expenses associated with the same and the Board of Supervisors desires to avoid needless additional paperwork and resolutions concerning agreements for the aforesaid services, now, therefore, be it

RESOLVED, that, until such time as this resolution is repealed, the Chairman of the Board of Supervisors or the Director of the Warren County Office for the Aging be, and hereby are, authorized, from time to time and without the need for additional separate resolutions, to enter into and execute agreements

Warren County Board of Supervisors

RESOLUTION NO. 375 OF 2010

Resolution introduced by Supervisors Belden, Bentley, Stec, Merlino, Champagne, Pitkin, Loeb, McCoy and Conover

AMENDING RESOLUTION NO. 431 OF 2008; AUTHORIZING CHAIRMAN AND SUPERINTENDENT OF DEPARTMENT OF PUBLIC WORKS TO ENTER INTO AND EXECUTE AGREEMENTS WITH VARIOUS VENDORS OR CONTRACTORS REGARDING SERVICES REQUIRED, FROM TIME TO TIME, BY THE DEPARTMENT OF PUBLIC WORKS, SUBJECT TO CERTAIN CONDITIONS - DEPARTMENT OF PUBLIC WORKS

WHEREAS, Resolution No. 431 of 2008, among other things, authorized the Chairman of the Board of Supervisors to enter into and execute agreements with various vendors or contractors regarding services required from time to time by the Department of Public Works, for an aggregate amount not to exceed Five Thousand Dollars (\$5,000) in any fiscal year, and

WHEREAS, in the regular course of performing its customary and usual governmental functions or performing functions assigned to it by the Board of Supervisors, the Department of Public Works (including the various Divisions thereof) utilizes minor routine and/or emergency services of a number of vendors or contractors for services such as, but not limited to equipment repairs, vehicle repairs, septic services, plumbing services, water testing services, fire alarm testing services, crane inspection services and lift inspection services, and

WHEREAS, the Superintendent of Public Works budgets for these types of services which generally range in cost from a few hundred dollars to a few thousand dollars, and

WHEREAS, the Superintendent of the Department of Public Works is requesting that he be allowed to enter into and execute agreements with various vendors or contractors regarding services required from time to time by the Department of Public Works, provided any one of the such agreements does not exceed Twenty Thousand Dollars (\$20,000), and

RESOLUTION NO. 375 OF 2010

PAGE 2 OF 2

WHEREAS, the aforesaid services are not usually something that would be done in house by DPW employees and approval of these agreements by the Board of Supervisors appears to be routine and ministerial due to the obvious need for the same, and

WHEREAS, the budget process provides an opportunity for adequate review and approval of these types of services and expenses associated with the same and the Board of Supervisors desires to avoid needless additional paperwork and resolutions concerning agreements for the aforesaid services, and

WHEREAS, any agreement that requires an RFP or a formal bid would require an additional Board resolution and the agreement would be executed by the Chairman of the Board of Supervisors, now, therefore, be it

RESOLVED, that, until such time as this resolution is repealed, the Chairman of the Board of Supervisors or the Superintendent of the Department of Public Works or his designee be, and hereby are, authorized, from time to time and without the need for additional separate resolutions, to enter into and execute agreements on behalf of Warren County with various vendors or contractors with regard to governmental work activities or services within the budget of the Department of Public Works (including the various Divisions thereof), subject to the following conditions:(1) any agreement may not individually exceed the aggregate amount of Twenty Thousand Dollars (\$20,000) in any fiscal year; (2) the services must have been budgeted for; there must be budgeted funds available to pay for the same, and purchase orders and/or computer data entries required by the County's accounting software must occur; and (3) the established Purchasing Policy must still be followed (with the exception of the need to acquire resolutions); and be it further

RESOLVED, that the Chairman of the Board of Supervisors be, and hereby is, authorized to execute any agreement that requires an RFP or a formal bid in a form approved by the County Attorney.

RESOLUTION REQUEST FORM NO. 5

Request to Apply for a Grant Application and Grant Agreement

DEPARTMENT NAME: Health Services

DATE: 10/31/2016

- (a) Purpose of Grant: To authorize acceptance of a grant from Adirondack Health Institute to plan and carry out a Neonatal Abstinence Syndrome Program in the amount of \$2500
- (b) Name of Grantor: Adirondack Health Institute
- (c) Address of Grantor: 101 Ridge Street, Glens Falls, NY 12801
- (d) Grantor's Contact Person and Telephone Number: Jessica Maguire or Nancy Gildersleeve (518)480-0111, email: jmaguire@ahihealth.org
- (e) Has or Will the Grant Application or Grant Agreement be provided, if so, Please Attach? Yes
- (f) Effective Date of Grant: 10/01/2016 upon execution of agreement
- (g) Termination Date of Grant: 01/31/2017
- (h) Total Dollar Amount Involved (not to exceed): \$2500
- (i) Deadline to Submit Grant Application and/or Grant Agreement: Grant awarded
- (j) Is a Budget amendment required? If yes, also complete and submit Form No. 7.
- (k) Are the funds to go into a Capital Project or Capital Reserve Project? If yes, also complete and submit Form No. 8 or Form No. 9, as applicable. NO
- (l) Is a Local Share Required? NO If Yes, Where are the Funds? List Budget Code (with title), Object Code (with title), and Amount OR Capital Project OR Capital Reserve Project Number and Title and Amount:



◊ Collaboration ◊ Catalyst ◊ Community

MEMORANDUM OF AGREEMENT

This agreement between the **ADIRONDACK RURAL HEALTH NETWORK (ARHN)**, a program of AHI, Inc., a not-for-profit 501(c)3 corporation organized under the laws of the State of New York with its principal place of business at 101 Ridge St., Glens Falls, New York 12801 and Warren County Public Health, having their principal place of business at 1340 State Route 9, Lake George, NY 12845 defines the expectations, procedures and deliverables for the Prevention Agenda Project.

BACKGROUND

The parties to this agreement share a common goal to Promote Mental Health and Prevent Substance Abuse and Promte Health Women, Infants, and Children. To that end, ARHN/AHI will partner with Warren County Public Health in support of their Prevention Agenda Project.

PREVENTION AGENDA PROJECT OBJECTIVES

Through their Prevention Agenda Project, participants will:

- Support the NYS Prevention Agenda;
- Have a positive impact on the health of NYS residents.

The ARHN/AHI responsibilities include:

- ARHN/AHI will support the Warren County Public Health Prevention Agenda Project as submitted and approved in the amount of \$2500.00.

Warren County Public Health responsibilities include:

- Carry out their Prevention Agenda Project as outlined in their application to support advancing at least one of the Prevention Agenda Priority Areas chosen for their catchment area;
- Submit a short report of the outcome/outputs of the project to ARHN/AHI by January 31st, 2017. Upon submission of the report, ARHN/AHI will provide payment of \$2500.00;
- In addition to the report, provide ARHN/AHI with a 1-2 sentence summary of the project;
- Submit a PowerPoint slide to be used during the networking portion of the quarterly ARHN meeting;
- If applicable, also provide any pictures that are in accordance with the Prevention Agenda Project;

INDEMNIFICATION

Warren County Public Health shall indemnify and hold ARHN/AHI and its officers, agents, employees, and affiliates harmless from any and all claims, actions, suits, proceedings, costs, expenses, damages, and liabilities including attorney fees, arising out of any act or omission concerning the services which Warren County Public Health provides pursuant to this agreement.

GENERAL INFORMATION

This agreement may be amended by mutual consent of both parties, in writing at the following addresses:

To: ARHN/AHI
Attention: Jessica Maguire
101 Ridge St.
Glens Fall, NY 12801

To: Warren County Public Health
Attn: Patty Myhrberg
1340 State Route 9
Lake George, NY 12845

Please return the signed agreement by October 1, 2016 to Jessica Maguire (jmaguire@ahihealth.org) Once received, AHI will provide a fully executed agreement to you..

Warren County Public Health

Contact Person: Patty Myhrberg

Authorized Signature: _____

Printed Name: _____

Title: _____

Date: _____

ARHN/AHI

Authorized Signature: _____

Printed Name: Nancy Gildersleeve

Title: Director, Prevention and Planning

Date: _____



○ Collaboration ○ Catalyst ○ Community

Adirondack Rural Health Network Prevention Agenda Projects - Application

The purpose of this funding opportunity is to support Prevention Agenda projects which addresses health inequities in New York, as outlined in the New York State Department of Health's (NYSDOH) Prevention Agenda 2013-2018. To qualify for this opportunity, one must be a hospital or public health department who is a current member of the ARHN Community Health Planning Committee and located within one of the following counties: Clinton, Essex, Franklin, Fulton, Hamilton, Warren, or Washington. If applicable, a single project can span multiple counties listed above. Funding up to \$2500.00 can be requested. Only one (1) request per county will be granted; collaboration between partners is strongly encouraged. Applications must not exceed four (4) pages in length. The application is due by **June 30, 2016**. Email the completed application to Jessica Maguire at jmaguire@ahihealth.org. For questions call (518)480-0111 ext. 311 or email the address above.

Project applications will be scored by a two person review committee. Scoring criteria is as follows:

- Impact of project - Does it support the NYS Prevention Agenda?
- Impact on health - Does it have a positive impact on the health of NYS residents?
- Viability of project - Does the project have potential for success?
- Measurability - Does the project have measurable objectives?
- Continuing impact of grant - Will the project have long term impact?
- Number of beneficiaries - Will a significant number of people benefit from the project?
- Overall impact on community - Will the project provide substantial benefit to the community?
- Timeline - Feasible timeline for implementation by January 31st, 2017

1. Contact information:

Organization Name	Warren County Public Health
Contact Person	Patty Myhrberg
Mailing Address	1340 State Rt 9 Lake George, NY 12845
Phone Number	518-761-6580
Email Address	myhrbergp@warrencountyny.gov
Collaborating Organization* <i>If applicable</i>	Washington County Public Health Hometown vs Heroin and Addiction-NAS Subcommittee and Education Workgroup

2. **Clarity: Clear articulation of the goals of your project and how it will advance at least one on the NYS Prevention Agenda Priority Areas.**

Warren County nurses joined the NAS (Neonatal Abstinence Syndrome) subcommittee of Hometown vs Heroin in 2015, the year it began. This subcommittee has many stake holders from

the Tri-County area of Warren, Washington and Saratoga Counties. Representatives are from medicine (Dr. McTiernan is the medical lead), pediatrics, obstetrics, nursing, Glens Falls and Saratoga Hospitals, Public Health Nursing and educators, WIC, Behavioral Health, Council for prevention, Center for Recovery and The Baywood Center. This subcommittee continues to grow adding new members regularly. This year an education workgroup was added.

The focus of the group was multifaceted. Priorities were:

- Standardization of education brought to professionals in the Tri-county area
- Development of educational material, based on evidenced based practice, and their disbursement to the providers, treatment centers, pregnant women and their families
- Standardize the message of the importance of a treatment plan for the welfare of the pregnant mother and the unborn baby.
- Increase the number of women who have access to and/or remain in treatment throughout their pregnancy and beyond

Two Prevention Agenda Priority areas that this group address are:

- Promotion of Mental Health and Prevention of Substance Abuse
- Promoting Healthy Women, Infants and Children, specifically Focus Area Maternal and Infant health

3. **Target Population/Reach:** Include the geographical area (county, region, town, etc.) covered by this project as well as the age group and gender, if applicable

Warren, Washington and Saratoga counties serve an area of approximately 2,622 square miles. The population of women of childbearing age is approximately 62% (ages 15-44 years).

In 2015 there were 3,163 births in the Tri county region with 11.2% self-reported cases of illegal drug use during pregnancy. The actual numbers could be significantly higher.

Target populations include:

- Childbearing women of Warren, Washington and Saratoga Counties
- Healthcare and Substance Abuse Treatment providers serving this target population including public, private and community based agencies

4. **Specifics:** Establish a clear set of measurable objectives in the initiative; include a timeline for implementation, with project completion by March 31st, 2017.

- Revision and distribution of material, to educate professionals and women of childbearing age on the issue of substance abuse, the recovery process, and how to find assistance that will mitigate the effects of addiction on the health of their newborns. By standardizing our message having resource material readily available to the public, will increase the number of women who seek assistance and treatment for substance abuse and parenting of their infants born with NAS.
- Continuation of education and training for professionals who serve this population. Dr. Paul Updike of Buffalo NY has been involved in this field for many years. he spends considerable time educating providers and building collaborative efforts between providers, MAT (medication assisted treatment) providers, obstetricians, and patients. He is a faculty member of Project ECHO a collaborative for chronic pain, opiate prescription and medication assisted treatment, substance use disorders. We would like to consider him as one option to provide an educational training for our Tri-County professionals.

Coordination of an educational day for all professionals, who work with women of childbearing age and their newborns, will begin once notice of award is received and completed prior to March of 2017.

Revisions of brochures and posters will be completed as soon as possible as the details are being addressed with the next NAS meeting which are held monthly at the Center for Recovery. Visitation by Public Health Nurses to obstetricians, pediatricians, maternity units at both Saratoga and Glens Falls Hospital, with new materials, will be completed by March 31st of 2017

5. Feasibility: Explain the likelihood that the project will accomplish its goals and have a measurable impact.

The likelihood of success is very high. The NAS committee has already seen positive change in this field. Due to the coordinated visits to educate area professionals, the group has grown from a committee of 13 to nearly 20. Additional members since 2015 are Saratoga County Health Educator, Glens Falls Hospital Snuggery Staff, obstetricians, WIC, Warren County CPS and Preventive Services. We had success in redesigning the referral process and forms from the GFH Snuggery to Public Health.

We are in the process of looking retrospectively at numbers of infants born with NAS at the GFH, and the number of those with referrals to Public Health. With this information we can continue to monitor yearly the changes in these numbers. Going forward we would like to include the number of women who accept recovery treatment.

6. Evidence Based Practice: Explain how you determine this program/approach would be effective to address your chosen priority area.

The NAS Committee has already seen some positive changes in the acknowledgement of the issue of substance abuse in pregnant women and the need for system and educational change in our counties. The fact that our committee has grown in just one short year attests to the support of the professional community in these three counties. It is important that we continue to address the educational needs of the professionals and the public as a means of alleviating serious consequences for those women dealing with substance abuse.

Effectiveness of this project and committee work will be seen by:

- Increase in the numbers of women accepting Public Health Nursing support, enrolling in treatment plans, and acceptance of other resources.
- Increase in the number of professionals who attend educational programs, accept and distribute educational material, and increase the number of referrals for supportive services for women with substance abuse.

Resources: ACOG, National Institute on Drug Abuse, Project ECHO

7. Collaboration: if collaborating, describe the partners that you will be working with and what their role will be.

- Washington County Public Health working with Warren County Nurses to provide outreach education to professionals and coordination of committee plans
- Saratoga County Health Educator provides valuable material on evidenced based treatment for women with substance abuse concerns.
- Social Services CPS AND Preventive Services
- Glens Falls Hospital/Snuggery and Pediatric Departments- Dr. McTiernan and Nursing leads will help guide educational processes based on evidence and standardized care as it affects women and newborns immediate needs during the hospital stay during and after delivery.
- Council for Prevention are the link to treatment services and provides space for monthly meetings
- The Baywood Center and Center for Recovery treatment providers prioritizing pregnant women
- Primary Care and OBGYN providers often first on the line to identifying women who have substance abuse concerns.

8. Budget: Submit budget as it relates to the proposed scope of work and timeline. Itemize the proposed

budget expenditures-(i.e.: Program Supplies and Materials, Equipment, Promotional Expenses, Travel, Other Expenses). Please provide enough detail to adequately describe how the funds will be used. Funds may not be used to cover general operating expenses - salaries, rent, utilities, etc.

See Below for Budget

9. **Outcome/Outputs:** Describe how you will measure the success of the project.

Success will be evidenced by:

- Increase in the number of NAS babies born whose mother was entered into substance abuse treatment program vs number of NAS babies born whose mother was not in a treatment program.
- Increase in the number of Referrals for Maternal Child Health Services (MCH) prenatally of women in a substance abuse treatment program
- Increase in the number of Referrals for MCH services postpartum/newborn with NAS treatment management
- Increase in the number of childbearing aged women who had referrals to treatment agencies
- Improved knowledge of the scope of the issues as evidenced by collaborations, program development and increase in number of referral between agencies.

Warren County Public Health NAS Project Budget August 2016 to March 31 2017		Grant Request
a) Contractual Services/Professional Speaker or program		\$1000
b) Travel and Lodging- fees for speaker		\$ 500
c) Supplies folders, paper goods, refreshments for provider training		\$ 300
d) Printing of revised brochures and posters for providers and community education (500 brochures, 100 posters, 20 bus posters)		\$ 350
e) Personnel for resource and educational development	In-Kind	
Total Requested		\$2,150

SCHEDULE "A"

AUTHORIZATION TO ATTEND MEETING OR CONVENTION

Check one:

- In-State (needs Supervisory Committee authorization)
- Out-Of State (needs Board resolution)

The Health Services hereby authorizes Tammie DeLorenza
(Supervisory Committee) (Employee Name)

Fiscal and Direct
 Informatics
 Coordinator

to attend Home Care Association Quality and Technology Symposium
(Name of meeting or organization)

at Embassy Suites by Hilton, Saratoga Springs NY 12866
(Address)

on Nov. 16-17, 2016
(Dates)

Mode of transportation to be used Health Services
(County Vehicle or Mass Transportation)

Fleet
 vehicle

If the mode of transportation is not a county vehicle or mass transportation, please explain:

Proper documentation must be attached when submitting for approval.
 (Please check documents attached)

Notice of meeting or convention including cost. \$399.

For Overnight Travel

- Room rate \$ _____
- Meal costs - GSA*per diem rate \$ _____
*www.gsa.gov

GSA* Rate \$ _____

} not applicable
 meals provided at
 conference

Date: 10/31/16

Patricia A. [Signature]
 Department Head Signature

Date: 10/24/16

[Signature]
 Committee Chairman Signature

Please refer to the Warren County Travel Policy and County Vehicle Use Regulations for general policy guidelines.

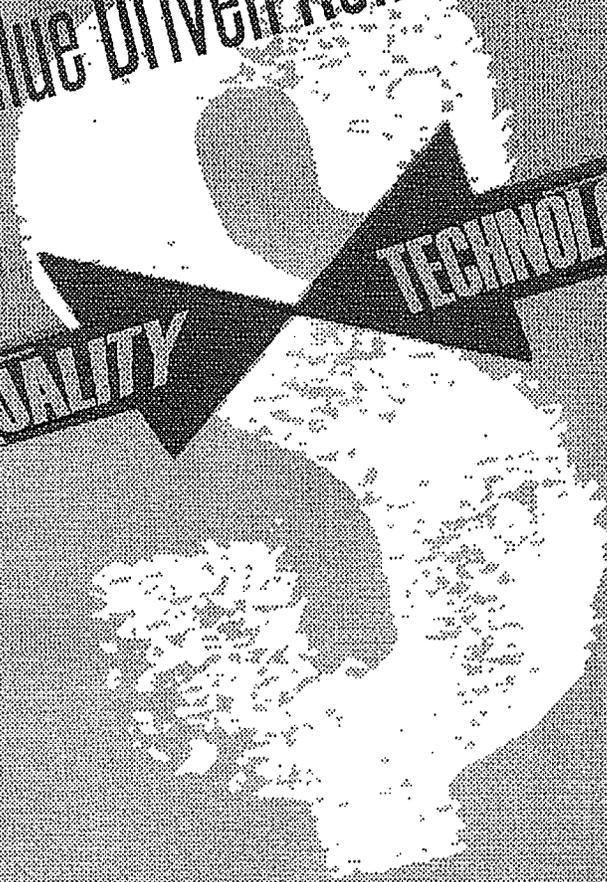
Please check to request a fleet vehicle.

REQUEST FOR USE OF FLEET VEHICLE

Filing Instructions:

1. Original with voucher to Auditor.
2. Copy to Frank Morehouse if fleet vehicle is needed.
3. Copy to Clerk of the Board with Resolution Request form if out-of-state travel.
4. Copy to Purchasing with Purchase Order, if required.
5. Copy to Commissioner of Administrative and Fiscal Services if credit card will be used.

Quality and Technology Solutions
for Value-Driven Home Care

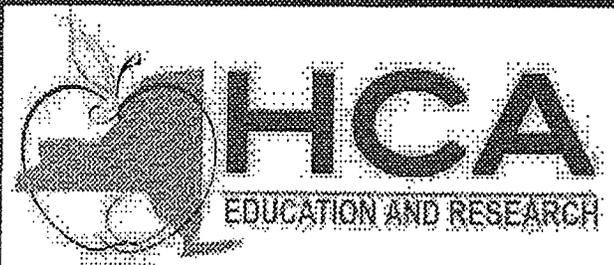


HCA Quality & Technology Symposium

November 16-17, 2016

Embassy Suites by
Hilton Saratoga Springs
88 Congress St

Saratoga Springs, New York, 12886





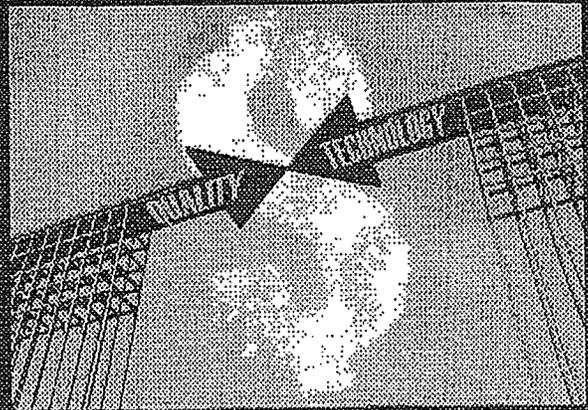
HCA Quality & Technology Symposium

Quality and Technology Solutions for Value-Driven Home Care

November 16-17, 2016

Embassy Suites by Hilton Saratoga Springs

86 Congress St, Saratoga Springs, New York, 12866



The path of success in a value-based payment environment begins at the intersection of quality and technology. HCA's **Quality & Technology Symposium** brings you to this intersection by demonstrating ways that emerging technologies build bridges of connectivity, increase accuracy and efficiencies in care and operations, and drive quality and value in home care.

To thrive in an environment of integrated payments and services, home care providers must also prioritize their demonstration of quality, for the sake of accountability, to enter new marketplaces, and to offer concrete value-propositions for system partners. This conference will present some of the unique technological and programmatic approaches being innovated by providers and policymakers for driving positive clinical outcomes, and focusing your clinical intervention strategies on core areas of need.

As a special bonus, we're also holding a post-conference session on "Data-Driven QAPI," offering personalized, hands-on, and customized guidance to help you interpret your quality data – plus, you'll be eligible for CEUs!

Don't miss this exceptional opportunity to get your agency ready to meet the imperatives of quality enhancement and technological integration!

Thursday, November 17

8:00AM

Registration and Light Breakfast

11:00 – Noon

General Session - TBA

8:30-9:30AM

An Up Close Look at a Home Care Led Bundled Payment Program

Amy Weiss, Vice President, Solution Development, Visiting Nurse Service of New York

Noon

Wrap Up and Adjourn

Whether its value-based payments, your current MLTC contract arrangements, or a range of federal program initiatives, bundled payment models are a core feature of many new clinical models to share risk, target interventions for specific populations, and reduce costs. Visiting Nurse Service of New York, the largest not-for-profit home and community based health care organization in the U.S., is actively participating in CMS's Bundled Payments for Care Improvement (BPCI) program as a risk-bearing episode initiator. In this session, VNSNY will share insights on the following topics related to its work on BPCI:

- Redesigning care to meet the needs of the target population
- Innovating through technology and data management
- Challenges and lessons learned
- Future opportunities for home care agencies in the bundled payments space

9:30-10:45AM

The Value Proposition for Physician-Home Care Partnerships

Cyndi Nassivera-Reynolds, VP, Transformation & Clinical Quality, Hudson Headwaters Health Network

The home care-physician partnership has long been a staple of quality, care transitions and oversight. Physician buy-in and understanding of home care's role are vital for authorization of services, but also, increasingly, for unique new partnerships in care delivery. Hear from one of the state's most innovative providers about groundbreaking partnerships being forged between physicians and home care that are improving care delivery, providing high quality outcomes, and saving dollars.

10:45AM

Break



Post-Conference HHQI Workshop – Bonus Session!

Thursday, November 17

1:00 – 5:00PM

Building & Sustaining Data-Driven QAPI

Misty Kevech, RN, BS Ed, MS, COS-C, CCP, CPTM

Cindy Sun, MSN, FNP, COS-C

Crystal Welch, RN

During this interactive workshop, RN Project Coordinators from the Home Health Quality Improvement (HHQI) National Campaign team will provide personalized, hands-on guidance on data interpretation and the next steps toward developing and sustaining a strong Quality Assurance & Performance Improvement (QAPI) plan.

Bring Your HHQI Data Reports for Personalized Assistance

HHQI uses OASIS data to generate custom data reports on high-priority topics such as Acute Care Hospitalizations (ACH) for all CMS-reporting home health agencies. You are encouraged to bring these reports with you to this session for personalized guidance on interpretation as well as suggested next steps.

To access your agency's custom reports, register or login to the HHQI Data Access System. Sample reports will be provided for those who do not bring their agency's custom reports.

Learning Objectives:

- Interpret your agency's HHQI ACH Data Reports and identify gaps in patient care
- Distinguish a minimum of three free evidence-based tools/resources to address gaps in patient care
- List three additional support resources to assist with development and sustainment of a Quality Assurance and Performance Improvement (QAPI) plan

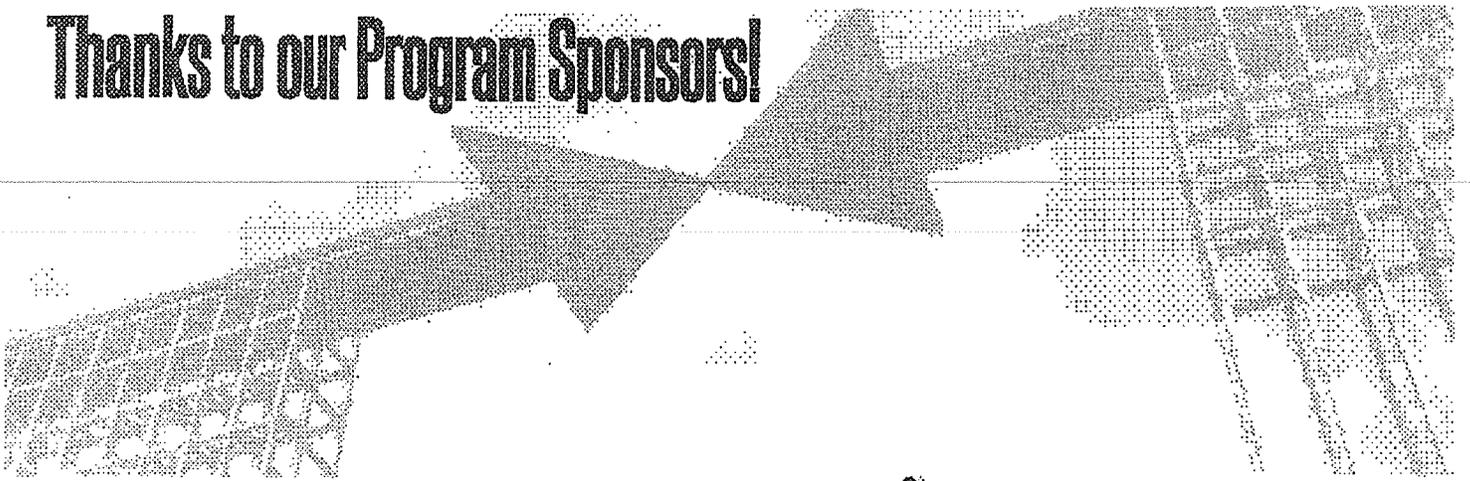
Data-Driven QAPI



** 3.75 Nursing CEs for this activity will be provided.*



Thanks to our Program Sponsors!





HCA Quality & Technology Symposium

Embassy Suites by
Hilton Saratoga Springs
88 Congress St
Saratoga Springs, New York, 12866

REGISTRATION FORM

Registration Deadline is November 7.

Name: Tammie DeLorenzo
Title: Clinical and Fiscal Informatics Coordinator
Agency: Warren County Health Services
Address: 1340 State Route 9
City/State/Zip: Lake George, NY 12845
Phone: 518-761-6405 Ext.
Email: delorenzot@warrencountyny.gov
(Required)



Register Online at:

www.eventville.com/hcanys

FEE SCHEDULE FOR FULL SYMPOSIUM

Rates are Per Person (Nov 16 & 17)

- HCA Member Early Bird Rate \$269 \$0 Yes, I will attend (Free the post-conference session)
(Register by 10/21)
- HCA Member Rate \$299 \$0 Yes, I will attend (Free the post-conference session)
(Register after 10/21)
- Prospective Member Rate \$399 \$0 Yes, I will attend (Free the post-conference session)

PAYMENT

Please check method of payment: (Checks must be received by date of program).

MC VISA AM EXP Check*

*Make checks payable to : HCA Education and Research and mail to:
388 Broadway, 4th Floor, Albany, NY 12207

Credit Card # _____

Exp. Date: _____ Security Code: _____

Name and/or Company Name on Card _____

Billing Address of card (including City, State and Zip Code) _____

Authorized Signature _____

Cancellations received in writing via email to info@hcanys.org by November 7, are refundable less a 25% administrative fee. No refunds are permitted after this date or for no shows. Substitutions are permitted.

Please fax to: (518) 426-8788

Hotel Information

A small block of rooms has been secured at the Embassy Suites, 86 Congress Street, Saratoga Springs, NY 12866 for the evenings of November 15 and November 16 at a discounted rate of \$149.

To make your overnight accommodations, call the hotel directly at 518-290-9090 before October 21 and ask for the Home Care Association of New York State rate.

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: Health Services

DATE: 10/31/2016

- (a) Is this a Result of a Bid or Request for Proposal? No
- (b) Purpose of Contract: To authorize a contract agreement with Annatashia Aborantes, MS, OTR/L to provide occupational services
- (c) Name of Contractor: Annatashia Abrantes
- (d) Address of Contractor: 63 Baker Drive, Gansevoort, NY 12831
- (e) Contractor's Contact Person and Telephone Number: Annatashia Abrantes (518)338-9085 email: abranesannatashia@gmail.com
- (f) Has or will the Contract be provided, if so, please attach: Use therapy contract model
- (g) Commencement Date of Contract: 11/21/16
- (h) Termination Date of Contract: Upon 30 day written notice by either party
- (i) Payment Provisions: Agreed upon established per individual visit/meeting rate
Paid monthly upon receipt of required documentation for each individual 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.

CHHA Rates

Revisit Region I	\$53.00
Revisit Region II	\$75.00
Eval Region I	\$55.00
Eval Region II	\$75.00
Meetings	\$40.00

Preschool Program/ CPSE Rates

Basic visit Region I	\$53.00
Basic visit Region II	\$60.00
Meeting	\$40.00
Group visit Region I & II	\$44.00 (per child)

- (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 Health Services Contracts

Annatashia M. Abrantes, MS, OTR/L

63 Baker Drive
Gansevoort, New York 12831
(518) 338-9085
abrantesannatashia@gmail.com

Education

Masters in Occupational Therapy, December 2015
Sage Graduate School, Troy New York **GPA: 3.945**
Bachelor of Arts in Health Sciences, May 2014
Russell Sage College, Troy, New York
Dean's List: Fall 2010-2013. GPA: 3.575
Pi Theta Epsilon Member, 2015

Certifications

Move Certified, 2016
SCIP Certified, 2016
First Aid, June 2016
CPR & AED, June 2016

Work Experience

Prospect Center, Queensbury, NY, January 2016- current

- Clinical and skilled work with students ages 3-21 with medical, physical, sensory, and behavioral needs.
- Aquatic therapist for students with both physical and sensory needs.
- Daily collaboration and weekly team meetings with all team and staff members.
- MOVE & RAAVE program certified

Clinical Experience

Fieldwork, **Saratoga Hospital**, Saratoga, NY, September-December 2015

- Clinical work in an outpatient and inpatient adult physical rehabilitation with two licensed occupational therapists.
- Gained knowledge in evaluation, treatment, and discharge for those with outpatient needs including but not limited to the following populations: hand and upper extremity trauma, neurological needs, fractures of the upper extremity, and inflammatory disorders.

-
- Gained knowledge in evaluation, treatment, and discharge for those in acute care inpatient setting, including but not limited to the following populations: spinal surgeries, hip fractures, hip/knee/shoulder replacements.

Fieldwork, Prospect Center, Queensbury, NY, May-August 2015

- Clinical work with students ages 5-21 with vocational, physical, and sensory needs with two licensed Occupational Therapists.
- Developed and implemented individual/group treatment sessions that took place on land and in water, participated in team/family meetings, collaborated as an interdisciplinary team member, and partnered with all staff members to host an end of summer field day.

Fieldwork, Queensbury Elementary School, Queensbury, NY, September- November 2014

- Clinical work with elementary and middle school students with a licensed Occupational Therapist.
- Gained knowledge in a school based setting, as a multidisciplinary team member, proper use of evaluation tools, ability to design and implement treatment sessions using sensory modulation strategies, effective tool use, and fine motor development techniques.

Fieldwork, Hand to Hand Occupational Therapy, Glens Falls, NY, July-August 2014

- Clinical work within an outpatient unit with a licensed OT/R and a certified hand therapist OT/R.
- Gained knowledge in an outpatient physical rehabilitation care center, adaptations to environment and modifications to tasks with patients, and proper documentation for evaluation, treatment and discharge of patients.

Fieldwork, Guardian House, Ballston Spa, NY, January-May 2014

- Clinical work with homeless female veterans with a licensed case manager.
- Developed and implemented life and social skills groups, assertiveness training, and sensory modulation techniques.

To: Licensee/Registrant

- ◆ Please review the Registration Certificate below to be sure the information on it is correct.
- ◆ If any of the information is not correct, please contact us at OPREGFEE@mail.nysed.gov or (518) 474-3817, Ext. 410.
- ◆ If the information is correct, sign above the Licensee/Registrant block and please destroy any previous Registration Certificates you may have, as certificates with incorrect information are not valid and should not be kept.
- ◆ Should your address or name change, please notify us as described on the reverse and a new certificate will be issued.

UPON RECEIPT OF THIS REGISTRATION CERTIFICATE YOUR PREVIOUSLY ISSUED REGISTRATION CERTIFICATE IS NULL AND VOID. PLEASE DESTROY THE PREVIOUSLY ISSUED REGISTRATION CERTIFICATE.

SEE BACK FOR IMPORTANT INFORMATION



 The University of the State of New York
 Education Department
 Office of the Professions
REGISTRATION CERTIFICATE
Do not accept a copy of this certificate

Licensee Number: 020837 Certificate Number: 9250119

ABRANTES ANNATASHA MARIE
 63 BAKER DR
 GANSEVOCKET NY 12531-0080

Registered to practice in New York State through 01/31/2019 as a(n)
OCCUPATIONAL THERAPIST

Annatasha Marie Abrantes
 LICENSEE/REGISTRANT

Karyellen De...
 DEPUTY COMMISSIONER FOR THE PROFESSION

[Signature]
 EXECUTIVE SECRETARY

[Signature]
 DEPUTY COMMISSIONER FOR THE PROFESSION

This document is valid only if all fields of the name and address are correct, it has not been tampered with and is an original - not a copy. To verify that this registration certificate is valid and for more information please visit www.op.nysed.gov.

(<http://www.hpsso.com?policyNumber=644160133>)



(<http://www.hpsso.com?policyNumber=644160133>)

Professional Liability	Policy Actions
-------------------------------	-----------------------

Coverage Details

Status:

ACTIVE

Policy Number:

644160133

Coverage Period:

October 13, 2016 - October 13, 2017

Profession:

OCCUP. THERAPIST

If you would like to change the profession listed on your policy, please send an email with the details of the change to service@hpsso.com (<mailto:service@hpsso.com>)

License Protection:

\$25,000 per proceeding - \$25,000 aggregate

Defendant Expense Benefit:

\$1,000 per incident - \$25,000 aggregate

Deposition Representation:

\$10,000 per deposition - \$10,000 aggregate

Assault:

\$25,000 per incident - \$25,000 aggregate

Medical Payments:

\$25,000 per person - \$100,000 aggregate

First Aid:

\$10,000 per person - \$10,000 aggregate



Damage to Property of Others:
\$10,000 per Incident - \$10,000 aggregate

Mailing Address:
63 Baker Dr Gansevoort, NY 12831-2443

Employment Details

Payment Details

159 E. County Line Road

Hatboro, PA 19040

Phone: 1-800-982-9491

Fax for Application: 1-800-739-8818

Fax for Correspondence: 1-800-758-3635

Email: service@hpso.com (mailto:service@hpso.com)

HPSO Home (<http://www.hpso.com/Pages/Home.aspx?policyNumber=644160133>)

Insurance License Information (<http://www.hpso.com/pages/Insurance-License-Information.aspx?policyNumber=644160133>)

Privacy Statement (<http://www.hpso.com/support/about-us/Pages/privacy.aspx?policyNumber=644160133>)

Credibility Statement (<http://www.hpso.com/support/about-us/Pages/credibility.aspx?policyNumber=644160133>)

Site Map (<http://www.hpso.com/support/about-us/Pages/sitemap.aspx?policyNumber=644160133>)

About Us (<http://www.hpso.com/support/about-us/Pages/index.aspx?policyNumber=644160133>)

My Account (<http://www.hpso.com/support/my-account-index?policyNumber=644160133>)

Contact Us (<http://www.hpso.com/support/about-us/Pages/contact-us.aspx?policyNumber=644160133>)



Meeting the insurance needs
of healthcare professionals
for over 25 years.

RESOLUTION REQUEST FORM NO. 3

Request for New Contract

DEPARTMENT NAME: Wellness Committee

DATE:

- (a) Is this a Result of a Bid or Request for Proposal? **No**
- (b) Purpose of Contract: **The Warren County Wellness Committee has requested to provide produce to Warren County Employees through a "farm to desk" program with Field Goods. Field Goods will offer the program to Warren County Employees with no cost or obligation to Warren County. All costs will be the responsibility of employees that choose to participate in the program. Warren County will provide a location for pickup and delivery of the items. This program allows the expansion of "farm to desk" to become a year around program.**
- (c) Name of Contractor: **Field Goods**
- (d) Address of Contractor: **742 Schoharie Turnpike, Athens, NY 12015**
- (e) Contractor's Contact Person and Telephone Number: **Kate Collyer, 716-361-7273**
- (f) Has or will the Contract be provided, if so, please attach: **on form approved by County Attorney (Agreement to be similar to that of the program with Juniper Hill Farms).**
- (g) Commencement Date of Contract: **1/1/17**
- (h) Termination Date of Contract: **12/31/17 with an option to renew for an additional 3 years at the request of the Wellness Committee and approval of the Board of Supervisors.**
- (i) Payment Provisions:
 - i) lump sum amount **no cost to warren county**
 - 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, Object Code, Full Title* and Amount: **OR Capital Project OR Capital Reserve Project Number, Title, and Amount: **NO cost****

Sample: A.1010 470 Legislative Board – Contract \$xx.xx



fresh foods from
small farms™

Field Goods Program Overview

8/22/16

Field Goods subscribers receive 5-8 different types of fruit and vegetables each week, selected by Field Goods and sourced from over 80 small farms. Most of the farms are in the Hudson Valley. Delivery is year-round. Field Goods also offers artisan bread, fresh pasta, local cheese and lots of other extras that you can choose to add to your delivery.

A subscription costs \$15, \$20, \$25 and \$30 a week, depending on the selected size. (See attached for an image of the \$20 small bag). You can choose weekly or bi-weekly deliveries. You can start and stop or put your delivery on hold anytime you wish.

Field Goods weekly newsletter, **In the Bag**, gives you information about the weekly produce and how to eat it: facts, tips and recipes. Field Goods tells you about the next week's delivery every Friday in the newsletter, giving customers 2-5 days (depending on the delivery day) to easily put the delivery on hold or add additional items.

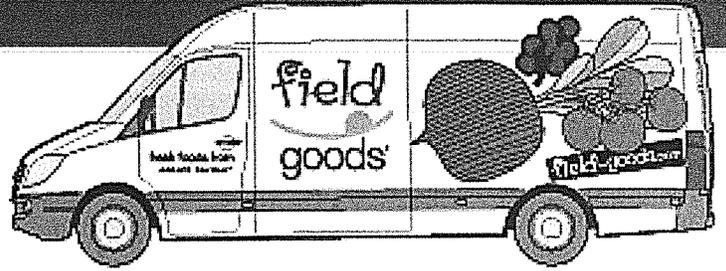
Every week, Field Goods would drop off at our offices the sized bag that you select... and you'll be on the road to a healthier lifestyle. By signing up for Field Goods, you support local small farms, sustainable farming and your healthy eating!



**FIELD GOODS WORKS.
MEMBERS EAT HEALTHIER AND SAVE!**
RESEARCH ATTESTS TO THE HEALTHY RESULTS*

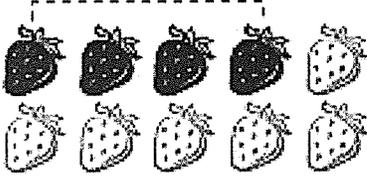


Customers receive 5 to 8 different types of locally grown fruit and vegetables each week. We offer a diverse selection throughout the year which increases nutritional value and fosters the delight of discovery.

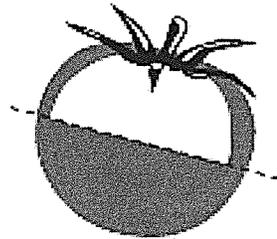


Field Goods Members Eat Better & Feel Happier with Their Diet*

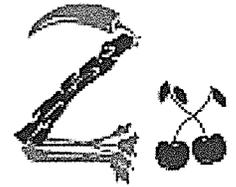
AFTER 3 MONTHS:



40%
report eating healthier

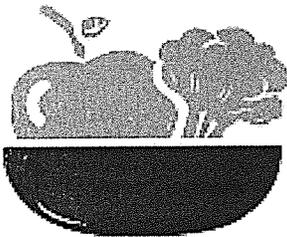


+50% of people are extremely/very satisfied with their diet

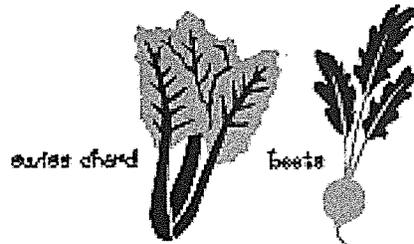


2x improvement in employees' satisfaction with their families' diet

Members Eat More and Receive A Greater Variety*



+10% vegetables and fruit per week



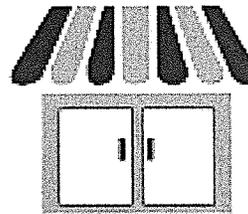
+2 new kinds of vegetables consumed by members (More variety = more nutrients)

Members SAVE!*



Save **\$20** per month in groceries!

Makes **1 less** trip per month to the grocery store.

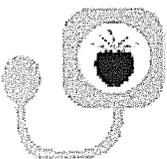


Saves time and gas!



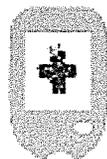
The Ultimate Health Benefits**

A DIET RICH IN VEGETABLES AND FRUITS CAN PRODUCE LONG-TERM HEALTH BENEFITS:



Lower blood pressure

Reduced risk of heart disease and stroke



Has a **positive** effect upon blood sugar



Prevents some types of cancer

Lower risk of vision and digestive problems

