

Warren County Health Services

Health, Human and Social Services Committee

AGENDA FOR

May 1, 2017

Information Submitted By: Patricia Auer, DPH/DPS

Health and Human Services Committee Members: Frasier, MacDonald, Vanselow, Montesi, Braymer, McDevitt, Leggett

I. **Committee meeting called to order by Chairperson**

Motion to approve minutes of the March 22, 2017 Health Services Committee meeting

II. **Action Agenda/New Business**

Committee Approval to Attend Conferences

In keeping with the new procedure for authorizing staff to attend conferences, since the last meeting we have requested to allow staff to attend the following conferences:

- 5 WIC Employees to attend the New York State 2017 WIC Annual Conference in Rochester on May 21 -24 in Rochester. The total cost is 100% covered by the WIC Contract Grant.
- 1 Nurse to attend the Blueprint for OASIS Accuracy C-2 Data Set Conference and Renewal Certification Exam in Schenectady on April 19 and 20. This nurse is a certified coder and must take the renewal exam and receive the most updated coding information so we will have the ability to utilize codes that maximize reimbursement for services.

Information regarding these conferences has been transmitted with the meeting agenda.

Request Resolution:

To renew the contract with New York State Department of Health/Health Research Institute allow for continued funding for the Emergency Preparedness Program for the period July 1, 2017 through June 30, 2018 in the amount of \$52,096.

Rationale:

This grant has been changed back from a multi-year grant renewable annually, to a single year contact. The amount has increased from \$50,825 to \$52,096.

The grant funds staff to meet the deliverables for Emergency Preparedness.

Request Resolution:

For Budget Amendment to the 2017 Warren County Budget to accept funding in the amount of \$18,020.00 and adjust the Health Services Home Care Division to reflect the funds from Adirondack Health Institute to support the DSRIP (New York State Delivery Systems Reform Incentive Payment Program) Project. **Please see Attachment #5.**

Request Resolution:

For Budget Transfer. Please see **Attachment #7.**

Tawn Driscoll, Fiscal Manager, will be present at the meeting to review the need.

Request Resolution:

To authorize a Sepsis Screening Tool License Agreement with Home Care Association of New York State at no cost to Warren County.

Rationale:

Over 80% of sepsis-related infections occur in home and community. Although anyone can develop sepsis from an illness or injury, the population served by home care is among the highest risk for sepsis occurrence. Sepsis is one of the single most expensive medical conditions nationwide, and is the number one driver of hospital Medicare and Medicaid hospital readmissions.

Home Care Association, in collaboration with other industry stakeholders has developed a Sepsis tool to assist in sepsis-risk identification, screening and protocols. An electronic version of the HCA SEPSIS tool will be incorporated directly into our Encore Patient Medical Record as a guide for home care clinicians.

III. Referral/Pending Items

In furtherance to discussion related to the "Tobacco 21 Initiative," Adirondack Health Institute (AHI) will be the lead agency to solicit opinions from various county legislators, and agencies throughout counties served by AHI. This information will be compiled, and discussed with a task force of individuals who will make recommendations regarding next step plans. All Warren County Supervisors will be receiving a letter and a survey within the next several weeks where opinions will be requested. We will keep you apprised as to the results of information obtained.

IV. Information for Discussion/Review

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.

Emergency Response and Preparedness:

Please see **Attachment #1** for the monthly report.

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

Valerie Whisenant, Assistant Director of Patient Services, and Tammie DeLorenzo, Fiscal and Informatics Coordinator, will provide comments at the meeting.

DSRIP (Delivery System Reform Incentive Program) Training

Please see **Attachment #6.** Tammie DeLorenzo, Fiscal and Informatics Coordinator, will be Present at the meeting to review this information.

Staffing Update:

We still have open nursing positions and continue recruitment efforts. However, on a positive note, since last month we have had no resignations or retirements.

Rabies Program Report:

We have developed what we consider to be a responsible and cost effective plan that we will discuss and detail at the meeting.

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

V. 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 2016 vs 2017
- #4** Report of Referrals Status
- #5** Budget Amendment
- #6** DSRIP Information
- #7** Budget Transfer

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

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Topic Color Codes

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

3/16	Planning	CEPA Review	Dan	
3/21	Education	EPR Program for Luzerne Lioness Club	Dan	
3/27	Meeting	Health Emergency Preparedness Coalition Quarterly Meeting	Dan	
4/6	Deliverable	Completed and Submitted AAR/IP for March 1 st Exercise	Dan	Pan Flu
4/11	Meeting	Regional BT Coordinators Monthly Meeting	Dan	
4/11	TTX	Warren County COOP TTX	Ginelle	Drill
4/18	Training	Fit Testing Equipment Review	Dan, Ginelle, Pat B.	
4/19	TTX	Glens Falls Hospital - pediatric surge	Dan	Drill
4/19	MCM ClinOps	Medical Counter Measure Webinar	Dan	Training
4/26	Meeting	Warren County EPR/LEPC quarterly meeting	Dan	
4/26	TTX	Gotham Shield TTX	Dan	Drill

WARREN COUNTY HEALTH SERVICES BUDGET ANALYSIS

REVENUE AND EXPENDITURES FOR 2017 AS OF 4/25/2017 3:33:29 PM

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

CODE(S): 4010, 4013, 4016, 4054, 4190, 4018, 4189

EXPENSES	2017 BUDGETED	2017 YTD ACTUAL	2016 Prior Year Totals
Salaries - Regular	\$2,582,617.00	\$645,663.93	\$2,464,774.0
Salaries - Overtime	\$133,500.00	\$30,472.58	\$108,802.8
Salaries - Part Time	\$442,443.00	\$123,321.96	\$347,831.7
100's PERSONAL SERVICES	\$3,158,560.00	\$799,458.47	\$2,921,408.5
200's EQUIPMENT	\$66,810.00	\$678.85	\$86,078.0
400's CONTRACTUAL	\$6,144,845.97	\$913,357.05	\$5,773,955.2
800's EMPLOYEE BENEFITS	\$1,567,901.00	\$454,065.54	\$1,516,728.0
TOTALS	\$10,938,116.97	\$2,167,559.91	\$10,298,169.7

REVENUES	2017 BUDGETED	2017 YTD ACTUAL	2016 Prior Year Totals
	\$8,820,139.00	\$829,454.54	\$7,996,698.56

Note: We are currently working on finalizing March billing for our CHHA and MCH Programs. Accrued above in revenues are the following quarterly vouchers: Bioterrorism \$11,119.60, IAP Grant \$7,371, CSHCN Grant \$5,027, Lead Grant \$5,855, EI admin through DSS \$15,783.70 and WIC for March \$58,731.

Warren County Health Services

Salaries Comparison

2016 vs 2017

as of 4/16/17 Payroll

Total of All Depts	YTD	YTD	YTD 16v17	% Change	Total Budget	Total Actual
	2017	2016			2017	2016
Regular Salaries	\$645,663.93	\$779,523.19	-\$133,859.26	-17.17%	\$2,582,617.00	\$2,464,774.00
Overtime Salaries	\$30,472.58	\$32,885.22	-\$2,412.64	-7.34%	\$133,500.00	\$108,802.81
Part Time Salaries	\$123,321.96	\$88,570.08	\$34,751.88	39.24%	\$442,443.00	\$347,831.73
TOTALS	\$799,458.47	\$900,978.49	-\$101,520.02	-11.27%	\$3,158,560.00	\$2,921,408.54
% current YTD Salary to Total Budget	25.31%	30.84%				

*Source: Detail G/L report for all Salary Category from 1/1/XX-4/16/XX

Overall, total salaries are \$101,520.02 less than total 2016 Salaries. We continue to utilize per diem staffing as much as possible, due to staffing shortages in nursing to cover referrals therefore increasing the Part time salary category and reducing the Full time and Overtime salary categories showing overall a 11.27% reduction in salary from 2016.

Also to keep in mind, we no longer have the Long Term Care program or the Ebola Grant which effected both Full time and Part time categories. These costs totalled \$21,417.15 overall in 2016.

ATTACHMENT #2

**Revenue and Expense Comparison 2017 vs 2016
as of 5/1/17 meeting**

		5/1/17 Meeting		
		2017 YTD Actual	2016 YTD as of	
		as of 4/25/17 G/L	4/25/16 G/L	Variance
EXPENSES				
Salaries - Regular	\$645,663.93	\$779,523.19		(\$133,859.26)
Salaries - Overtime	\$30,472.58	\$32,885.22		(\$2,412.64)
Salaries - Part Time	\$123,321.96	\$88,570.08		\$34,751.88
100's PERSONAL SERVICES	\$799,458.47	\$900,978.49		(\$101,520.02)
200's EQUIPMENT	\$678.85	\$395.08		\$283.77
400's CONTRACTUAL	\$913,357.05	\$1,209,147.99		(\$295,790.94)
800's EMPLOYEE BENEFITS	\$454,065.54	\$495,966.78		(\$41,901.24)
TOTALS	\$2,167,559.91	\$2,606,488.34		(\$438,928.43)

REVENUES	2017 YTD	2016 Prior Year	
	ACTUAL	to DateTotals	
	\$829,454.54	\$770,467.28	\$58,987.26

Notes:

It should be noted, reflected above for comparison are financials as of 4/25/16 to compare to our current of 4/25/17. Expenses are down in 2017 compared to 2016 primarily due to timing of invoices within the Preschool program.

Salaries: (please see previous page) Overall are \$101,520.02 below 2016. Full time and overtime salaries are below 2016 YTD salaries while Part time salaries are above 2016. This correlates with the per diem staff that continue to be utilized to assist in nursing shortage coverage. Overall, 2017 salaries are 25.31% of budget while this time last year we were at 30.84% of budget for total salaries.

Employee Benefits:

Employee benefits are below last year and correlates with the nursing position shortages that we have experienced.

Revenues:

Revenues at this time reflect January and February Revenues for both years for our CHHA and MCH programs. Also included are the quarterly grant vouchers.

**Warren County Health Services
Patient Evaluations
CHHA Division**

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	1977

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	106	101	104	
SN IV eval	9	6	12	8	10	10	4	10	4	13	7	11	
PRI	4	6	1	7	6	3	6	2	5	10	3	1	
UASNY	19	11	11	17	13	9	13	12	9	7	12	14	
SN Evals per month	134	134	123	138	133	124	143	147	103	136	123	130	
PT Evals	76	76	62	66	68	77	69	82	69	67	71	65	
PT only	25	26	19	23	18	20	20	27	16	26	21	27	
Total Evals per month	159	160	142	161	151	144	163	174	119	162	144	157	1836
Difference	-12%	-1%	-23%	-7%	-13%	-7%	-10%	7%	-24%	5%	-1%	5%	-7%

CATEGORY	01/2017	02/2017	03/2017	04/2017	05/2017	06/2017	07/2017	08/2017	09/2017	10/2017	11/2017	12/2017	
SN eval	97	109	124										
SN IV eval	7	6	14										
PRI	3	2	3										
UASNY	16	10	10										
SN Evals per month	123	127	151	0									
PT Evals	78	47	71										
PT only	27	9	18										
Total Evals per month	150	136	169	0									
Difference	-6%	-15%	19%										

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-Home Care Division

DATE: May 1, 2017

- (a) **Purpose of Amendment:** To amend the 2017 budget to adjust the Health Services – HomeCare Division to reflect the funds given from the Adirondack Health Institute (AHI) to support the DSRIP (New York State Delivery Systems Reform Incentive Payment Program) Project of **\$18,020.00**.
- (b) **Appropriation Code (with title), Object Code (with title) and Amount:**
A.4010.428 Health Services- Data Processing \$18,020

Revenue Code (with title), and Amount:
A.4010.3426 Health Services—DSRIP Engagement Funds Revenue \$18,020.00

ATTACHMENT #5

DSRIP = Delivery System Reform Incentive Payment program

Background

- DSRIP's purpose is to fundamentally restructure the healthcare delivery system by reinvesting in the Medicaid program, with the primary goal of reducing avoidable hospital use by 25% over 5 years.
- DSRIP aims to restructure the healthcare delivery system through incentivizing and investing in provider collaborations, also known as performing provider systems (PPS).
- Up to \$6.42 billion dollars are allocated to this program with payouts based upon achieving predefined results in system transformation, clinical management and population health, in accordance with certain terms and conditions imposed by the Centers for Medicare and Medicaid Services (CMS).
- Each PPS is required to commit to work on at least 5, but no more than 11 projects defined under the DSRIP program; each PPS must work with its Partners to identify which Partners will work on which projects.

PPS—The entities that are responsible for creating and implementing a DSRIP project are called “Performing Provider Systems” or “PPS”. Performing Provider Systems are providers that form a network based on contractual relationships and collaborate on a DSRIP Project Plan.

PPS Lead (Adirondack Health Institute – “AHI”)—The PPS Lead is a safety net provider that serves as the convener of the performing provider system (PPS). The PPS Lead is responsible for:

- Overseeing the administration and operation of the PPS in accordance with the PPS governance structure
- Serving as the recipient of funds from NYS
- Distributing funds to the PPS partners in accordance with participation agreements and agreed-upon funds flow plans

PPS Partner—The PPS Partner is a provider or other entity that has entered into a participation agreement with the PPS Lead to perform certain services and collaborate with a PPS in connection with the DSRIP program and/or one or more DSRIP projects.

- Warren County's Health Services, Community Services, Office of the Aging and Employment and Training departments are PPS Partners involved in various DSRIP projects. Each department received \$5,000 in DSRIP engagement monies from AHI.
- Warren County Health Services is involved in the following projects
 - 2.a.i. Create an Integrated Delivery System
 - 2.b.vii Hospital to Home Collaboration
 - 3.g.i Palliative Care
 - 4.b.ii COPD
- Warren County has received additional payments of \$22,650 and \$18,020 for meeting milestones outlined in the DSRIP project plans.

Due to the fact that the DSRIP program is funded with Medicaid dollars, anyone working on DSRIP projects and their administrative boards must complete DSRIP Corporate Compliance Training no later than 5/31/2017. Per Alicia Sirk, Corporate Compliance and Privacy/Security Specialist at AHI it would be appropriate for the board members who serve on the Health Services committee to complete the training as required and make the training available to all other board members to view if they so desired.

The DSRIP Compliance training webinar is approximately 30 minutes in length and can be accessed by using the following link: (scroll down to see the webinar)

<http://www.ahihealth.org/ahipps/ahi-pps-policies-procedures/>

As always, we thank the Health Services committee for their continued support of this important initiative to improve the delivery of care to our residents.

RESOLUTION REQUEST FORM NO. 10

Request for Transfer of Funds

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

SIGNED: *Patricia Smith*

DATE: May 1, 2017

	<u>FROM CODE</u>	<u>TITLE</u>	<u>TO CODE</u>	<u>TITLE</u>	<u>AMOUNT</u>
1.	A.4013.110	WIC-Full time Salaries	A.4013.120	WIC-Overtime Salaries	\$37.00

Total Transfers **\$37.00**

1. To transfer funds from FT to Overtime salary in WIC program to cover over time utilized by an employee who has left her position.

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