

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: HEALTH, HUMAN & SOCIAL SERVICES

DATE: MAY 01, 2017

COMMITTEE MEMBERS PRESENT:

SUPERVISORS: FRASIER
MACDONALD
MONTESI
BRAYMER
MCDEVITT
LEGETT

COMMITTEE MEMBER ABSENT:

SUPERVISOR: VANSELOW

OTHERS PRESENT:

CHRIS HUNSINGER, DIRECTOR OF EMPLOYMENT & TRAINING
ADMINISTRATION

REPRESENTING THE DEPARTMENT OF SOCIAL SERVICES:

MAUREEN SCHMIDT, COMMISSIONER

JULIE MONTERO, FISCAL MANAGER

EDWARD CORCORAN, DIRECTOR, COUNTRYSIDE ADULT HOME

REPRESENTING PUBLIC HEALTH/PATIENT SERVICES:

PAT AUER, DIRECTOR OF PUBLIC HEALTH/PATIENT SERVICES

GINELLE JONES, ASSISTANT DIRECTOR, PUBLIC HEALTH DIVISION

TAMMIE DELORENZO, CLINICAL & FISCAL INFORMATICS

COORDINATOR

TAWN DRISCOLL, FISCAL MANAGER

VALERIE WHISENANT, ASSISTANT DIRECTOR OF HOME CARE

DIVISION

RONALD F. CONOVER, CHAIRMAN OF THE BOARD

KEVIN B. GERAGHTY, ACTING COUNTY ADMINISTRATOR

MARY ELIZABETH KISSANE, ASSISTANT COUNTY ATTORNEY

AMANDA ALLEN, CLERK OF THE BOARD

FRANK E. THOMAS, BUDGET OFFICER

SUPERVISORS BEATY

BROCK

GIRARD

MERLINO

SEEBER

SOKOL

LESLIE LOVELACE, SECRETARY TO THE CLERK OF THE BOARD

Please note, the following contains a summarization of the May 01, 2017 meeting of the Health, Human & Social Services Committee; the meeting in its entirety can be viewed on the Warren County website using the following link:
<http://www.warrencountyny.gov/gov/comm/Archive/2017/health/>

Mrs. Frasier called the meeting of the Health, Human & Social Services Committee to order at 10:08 a.m.

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

Privilege of the floor was extended to Chris Hunsinger, Director, Employment & Training Administration, who distributed copies of his agenda to the committee members; *a copy of the agenda is on file with the minutes.*

Commencing his agenda review, Mr. Hunsinger presented the following requests:

- 1) To amend the 2017 Warren County Budget in the amount of \$53,842 to reflect receipt of Federal Trade Adjustment Act funding as reimbursement for the training of nine dislocated workers.

Motion was made by Ms. Braymer, seconded by Mr. MacDonald and carried unanimously to approve the request and forward same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

- 2) To authorize the Chairman of the Board to approve WIB (Workforce Investment Board) Budget for July 1, 2017 – June 30, 2018 to execute SWW (Saratoga-Warren-Washington) Workforce Development plan for the same term.

Motion was made by Mr. McDevitt, seconded by Mr. MacDonald and carried unanimously to approve the request and the necessary resolution was authorized for the May 19th Board Meeting. *A copy of the resolution request is on file with the minutes.*

- 3) To authorize the Employment & Training Administration to host the Quarterly Board Meeting of the SWW Workforce Development Board on June 7, 2017 at 333 Glen Street, 2nd Floor, Glens Falls.

Motion was made by Mr. MacDonald, seconded by Mr. Montesi and carried unanimously to approve the request. *A copy of the Request to Host Meeting or Conference form is on file with the minutes.*

Under Information for Discussion, Mr. Hunsinger shared they had partnered with Lake George Chamber of Commerce for a Hospitality job fair that would be held at Lake George Forum on May 13th. This concluded the review of the Employment & Training Administration Agenda.

Privilege of the floor was extended to Maureen Schmidt, Department of Social Services (DSS) Commissioner, who distributed copies of her agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Commencing her agenda review, Ms. Schmidt presented a request to fill the position of Resource Assistant #2, Grade 12, Base Salary of \$44,189, due to retirement effective May 31, 2017.

Motion was made by Mr. McDevitt, seconded by Mr. Montesi and carried unanimously to approve the request and refer same to the Personnel & Higher Education Committee for reporting purposes. *A copy of the Notice of Intent to Fill Vacant Position form is on file with the minutes.*

With regard to Agenda Item #2, which consisted of several travel requests, Ms. Schmidt acknowledged amendments to the Travel Policy that removed the need for Committee review and approval. She indicated she would seek approval from the County Administrator and Committee Chair, as required, and she apologized for her mistake in including them in the agenda for approval.

Next, Ms. Schmidt presented a request to renew the contract with Council for Prevention of Alcohol & Substance Abuse, Inc. for the Youth Court Program in the amount of \$85,820 for the term commencing January 1, 2017 and terminating December 31, 2017.

Motion was made by Mr. MacDonald seconded by Mr. Leggett and carried unanimously to approve the request as presented and the necessary resolution was authorized for the May 19th Board meeting. *A copy of the resolution request form is on file with the minutes.*

Ms. Schmidt then proceeded with a request to appoint and reappoint members to the Warren County Youth Board.

Motion was made by Ms. Braymer seconded by Mr. MacDonald and carried unanimously to approve the request as presented and the necessary resolution was authorized for the May 19th Board meeting. *A copy of the resolution request forms are on file with the minutes.*

Under Information for Discussion, Ms. Schmidt apprised that May was Foster Care month.

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

Commencing his agenda review, Mr. Corcoran presented the following requests:

- 1) To fill the position of Institutional Aide #4, Grade 3, Base Salary \$20,658, due to resignation.

Motion was made by Mr. Montesi, seconded by Mr. McDevitt and carried unanimously to approve the request and refer same to the Personnel & Higher Education Committee for reporting purposes. *A copy of the Notice of Intent to Fill Vacant Position form is on file with the minutes.*

- 2) To fill the part-time position of Institutional Aide #4, Grade 3, Base Salary \$15,494 (pro-rated), due to promotion.

Motion was made by Ms. Braymer, seconded by Mr. MacDonald and carried unanimously to approve the request and refer same to the Personnel & Higher Education Committee for reporting purposes. *A copy of the Notice of Intent to Fill Vacant Position form is on file with the minutes.*

- 3) To authorize payment of a late reporting inspection fee in the amount of \$220 to the New York State Department of Health.

Motion was made by Ms. Braymer, seconded by Mr. MacDonald and carried unanimously to approve the request and the necessary resolution was authorized for the May 19th Board Meeting. *A copy of the resolution request form is on file with the minutes.*

Regarding admissions and discharges, Mr. Corcoran advised in March there had been no long-term admissions, two discharges and one admission to the daycare program. He noted there were currently 32 long-term residents.

Mr. Montesi requested an update on laundry services, and Mr. Corcoran responded that the research had been done and he had obtained three different proposals. He estimated that \$20,000 would need to be budgeted and in order to break even it would take three and a half years, and it would take over ten years to make a profit. Mr. Corcoran suggested investing in marketing to increase the census and paying more for laundry service, rather than purchasing laundry machine, would be more beneficial. He added there were no problems with the current laundry service, other than some pieces of laundry being returned with bleach stains or missing clothing, which he would be following up on. Mrs. Frasier questioned how staffing was, and Mr. Corcoran replied the majority of the staff had been willing to adjust their schedules to help cover open shifts due to sickness or injury.

Returning to the review of the DSS agenda, privilege of the floor was extended to Julie Montero, Fiscal Manager, who reviewed the DSS Revenue and Expenditure Reports for March 2017. In regards to the Overtime Report, she stated overtime use was staying steady and that training was down. She then gave a Budget Revenue for 2016 as compared to totals for 2017. This concluded the review of the DSS Agenda.

Mr. MacDonald, commended Ms. Schmidt for her help in representing Glens Falls pertaining to DSS liens on Glens Falls homes and assisting in returning three properties back to the tax roll, and he thanked her on behalf of the Councilmen of Glens Falls.

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

Commencing her agenda review, Ms. Auer began by pointing out the approvals received for staff attendance at conferences, as required by the newly revised Travel Policy. She then proceeded to present the following requests:

- 1) To authorize renewal of contract with New York State Department of Health/Health Research Institute to allow continued funding in the amount of \$52,096 for the Emergency Preparedness Program over the term commencing July 1, 2017 and terminating June 30,2018.

Motion was made by Mr. Montesi, seconded by Mr. MacDonald and carried unanimously to approve the request as presented and the necessary resolution was authorized for the May 19th Board meeting. *A copy of the resolution request form is on file with the minutes.*

- 2) To amend the 2017 Warren County Budget in the amount of \$18,020 to reflect the receipt of funds from Adirondack Health Institute to support New York State Delivery Systems Reform Incentive Payment (DSRIP) Program .

Motion was made by Ms. Braymer, seconded by Mr. McDevitt and carried unanimously to approve the request as presented and forward same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

- 3) To authorize a budget transfer in the amount of \$37 from Budget Code A.4013.110, WIC Full Time Salaries to Budget Code A.4013.120, WIC Overtime Salaries.

Motion was made by Mr. MacDonald, seconded by Ms. Braymer and carried unanimously to approve the request and forward same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

- 4) To authorize a sepsis screening tool license agreement with Homecare Association of New York State at no cost to Warren County.

Motion was made by Mr. MacDonald, seconded by Mr. Montesi and carried unanimously to approve the request and forward same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

A brief conversation ensued regarding sepsis.

Continuing with Referral/Pending Items section, Ms. Auer informed all Warren County Supervisors would be receiving a letter and survey sent out by Adirondack Health Institute on the Tobacco 21 Initiative. She said she would update the Committee once the survey results became available.

Privilege of the floor was extended to Tawn Driscoll, Fiscal Manager, who gave an update on the monthly financials, stating they had closed March and would add another \$281,423 for Maternal Child Health (MCH) and Certified Home Health Agency (CHHA). Ms. Driscoll reported that regular salaries were down as were overtime salaries due to use of per-diem staff support. She added that utilizing comp time had also added to the reduction of salary. She did a comparison of last year and this year which salaries were down \$101,000 and down in contractual expenses and revenues were a little above.

Ms. Auer indicated she had included the Emergency Response Preparedness monthly report.

Privilege of the floor was extended to Valerie Whisenant, Assistant Director of Home Care Division, who gave an update on referrals, apprising they were up 19% compared to last month. A brief discussion ensued.

Continuing with the Information for Discussion/Review portion of the agenda privilege of the floor was extended to Tammie DeLorenzo, Fiscal Manager, who stated as part of the funding from DSRIP and in order for continued funding through Medicaid and to be corporate compliant as members of the performing provider system part of Adirondack Health Institute which was intended to improve delivery of care to patients. As part of the corporate compliance involved in Medicaid funding, Ms. DeLorenzo advised Adirondack Health Institute recommended the Board of Supervisors take a 30 minute online training course. Kevin Geraghty, Acting County Administrator, recommended the video be viewed following the May Board Meeting to ensure all supervisors watched it.

Chairman Conover entered the meeting at 10:48am.

Ms. Auer gave a staffing update, stating that there were several vacant nursing positions, but no resignations or retirements last month. She spoke on the rabies situation, which, she apprised, they had developed a plan to address after meeting with theb Warren County SPCA and their attorney, Supervisor Geraghty, Chairman Conover, Undersheriff Lamouree, Mary Elizabeth Kissane, Assistant County Attorney, Supervisor MacDonald, Supervisor Seeber, Supervisor Montesi and Janelle Papel, Communicable Diseases Nurse, as well as herself. Ms. Auer explained the plan, which would provide for the bite checks to be performed by the Public Health Division using per diem assistance from former animal control officers at a rate of \$40 per bite (including mileage). Ms. Auer noted if the Committee was agreeable, action would be needed to authorize and approve changes to the Rabies Plan as described.

Motion was made by Mr. MacDonald, seconded by Mr. Montesi and carried unanimously to authorize changes to the Rabies Plan, as were as to hire per diem staff to perform bite checks. The necessary resolution to authorize changes to the Rabies Plan was authorized for the May 19th Board meeting and the per diem staffing issue was referred to the Personnel & Higher Education Committee. *Copies of both requests are on file with the minutes.*

Chairman Conover commended Ms. Auer and her team for their professional response to the change and their use of per diem nurses. Mrs. Frasier also commended Ms. Auer and her staff.

A brief discussion ensued with respect to a recent bite case in Lake Luzerne.

Mrs. Kissane advised of a need for executive session to discuss the financial situation of a particular individual.

Motion was made by Mr. Leggett, seconded by Mr. MacDonald and carried unanimously to enter into an executive session pursuant to Section 105(f) of the Public Officer's Law.

Executive session was held from 11:05 a.m. until 11:12 a.m.

Upon reconvening, Mrs. Frasier announced that no action had been taken during executive session.

Mrs. Kissane asked the Committee to vote on acceptance of a settlement agreement for an account from the former Westmount Health Facility.

Motion was made by Mr. Montesi, seconded by Mr. MacDonald and carried unanimously to approve the settlement and the necessary resolution was authorized for the May 19th Board meeting.

There being no further business to come before the Health, Human & Social Services Committee, on motion made by Mr. MacDonald and seconded by Mr. McDevitt, Mrs. Frasier adjourned the meeting at 11:13 a.m.

Respectfully submitted,
Leslie Lovelace, Secretary to the Clerk of the Board