

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: HEALTH, HUMAN AND SOCIAL SERVICES

DATE: MARCH 19, 2018

COMMITTEE MEMBERS PRESENT:

SUPERVISORS FRASIER
MCDEVITT
LOEB
HYDE
MAGOWAN
SOKOL

COMMITTEE MEMBERS ABSENT:

SUPERVISORS BRAYMER
LEGGETT
DIAMOND

OTHERS PRESENT:

CHRIS HUNSINGER, DIRECTOR, EMPLOYMENT & TRAINING ADMINISTRATION
REPRESENTING THE OFFICE OF COMMUNITY SERVICES:
ROB YORK, DIRECTOR
HARRY CARLSON, DEPUTY DIRECTOR-FISCAL
DEANNA PARK, DIRECTOR, OFFICE FOR THE AGING
REPRESENTING THE DEPARTMENT OF PUBLIC HEALTH:
PAT AUER, DIRECTOR, PUBLIC HEALTH/PATIENT SERVICES
GINELLE JONES, ASSISTANT DIRECTOR, PUBLIC HEALTH DIVISION
VALERIE WHISENANT, ASSISTANT DIRECTOR, PATIENT SERVICES
TAWN DRISCOLL, FISCAL MANAGER
TAMMIE DELORENZO, CLINICAL & FISCAL INFORMATICS COORDINATOR
RONALD F. CONOVER, CHAIRMAN OF THE BOARD
KEVIN B. GERAGHTY, ACTING COUNTY ADMINISTRATOR
MARY ELIZABETH KISSANE, COUNTY ATTORNEY
AMANDA ALLEN, CLERK OF THE BOARD
FRANK THOMAS, BUDGET OFFICER
SUPERVISORS BEATY
DRISCOLL
HOGAN
MERLINO
SIMPSON
STROUGH
MICHAEL SWAN, COUNTY TREASURER
LEXIE DELUREY, DIRECTOR OF REAL PROPERTY SERVICES
LESLIE LOVELACE, SECRETARY TO THE CLERK OF THE BOARD

Please note, the following contains a summarization of the March 19, 2018 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/2018/health>

Mrs. Frasier called the meeting of the Health, Human & Social Services Committee to order at 9:01 a.m.

Motion was made by Mr. Loeb, seconded by Mr. Magowan 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 ETA agenda is on file with the minutes.*

Commencing his agenda review with the Action Agenda/New Business section, Mr. Hunsinger presented a request to amend the County Budget in the amount of \$1,000 to reflect the receipt of Federal Trade Adjustment Act funding as reimbursement for costs associated with the training of nine dislocated workers.

Motion was made by Mr. Sokol, seconded by Mr. McDevitt 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.*

Moving on to the Information for Discussion/Review portion of the agenda, Mr. Hunsinger mentioned

he had included a copy of the 2017 Edition of the Career Center News with his agenda, which, he noted, was printed in the Human Services Building to save money whereas in the past Brennan Quick Print had been used. He noted the main story was the Machine Tool Training that had received an award by the New York State Association of Training Employment Professionals (NYATEP). Mr. Hunsinger also included a copy of the Overview of the Workforce Development Board (WDB) which was put together by the Board themselves. He added the Board was more active due to the new legislation, noting that one-third of the members were appointed by this Committee and approved by the Warren County Board of Supervisors.

Mr. Magowan thanked Mr. Hunsinger for putting together the newsletter. He said the machine tool program was a necessity for electrical and welding apprentice programs, as well as pipe fitting jobs to continue the hands on careers. Mr. Hunsinger added he had a hard time filling the class even though job placement was very high for the field. He said he would be working with the City of Glens Falls on a grant the City received for hazardous waste removal which encompassed the workers receiving certification at the end.

Mr. McDevitt inquired about the EPA training he and Mr. Hunsinger had attended and Mr. Hunsinger responded he had not placed many people in that program due to the time frame of the program and the grant, however he noted, that his office did do placement for the General Electrics Fort Edward location and Rutland, Vermont as well as in the Albany area.

This concluded the review of the ETA agenda.

Mrs. Hyde entered the meeting at 9:03 a.m.; Mr. Thomas entered the meeting at 9:05 a.m.

Copies of the Department of Social Services agenda were distributed to the Committee and *a copy of same is on file with the meeting minutes*. Mrs. Frasier presented a request to fill the vacant position of Caseworker #18, *Grade 16, Annual Base Salary \$42,290*, due to resignation.

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

This concluded the review of the Department of Social Services agenda.

Privilege of the floor was extended to Rob York, *Director, Office of Community Services*, who distributed copies of his agenda to the Committee members; *a copy of the Office of Community Services agenda is on file with the minutes.*

Commencing his agenda review with the Action Agenda/New Business section, Mr. York presented the following request:

- 1) To amend the 2018 County Budget in the amount of \$289,921 to allow pass through of 100% State Aid funding from New York State OASAS to the Addictions Care Center of Albany, Inc. to provide residential substance abuse services.

Motion was made by Mr. Loeb, seconded by Mr. Magowan 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.*

Next, Mr. York reviewed a Power Point Presentation entitled Office of Community Services for Warren and Washington Counties in detail, *a copy of which is on file with the minutes.*

Mrs. Hogan entered the meeting at 9:27 a.m.

Mr. McDevitt mentioned that he was aware of participants of the Liberty House being employed at area Price Chopper and Hannafords. He expressed his support of similar programs such as the Wait House noting these programs helped young at risk individuals to become employable which did make a difference in the region.

Mr. York noted the pie chart shown in his Power Point Presentation provided a summary of funding for the local tax levy and exhibited budgeted figures. He noted in the past year there was an increase in Federal reimbursement which would change the chart in the next year or two.

There being no further Office of Community Services business to discuss, privilege of the floor was extended to Pat Auer, *Director, Public Health/Patient Services*, who distributed copies of the Health Services agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Commencing her agenda review, Ms. Auer presented the following requests:

- 1) To amend the contract with Capital District Physicians Health Plan (CDPHP) to allow incorporation of a Standard Clause Amendment and to authorize language to incorporate future Standard Clauses without the need for further Board of Supervisors approval in a form approved by the County Attorney.

Motion was made by Mr. Loeb, seconded by Mr. Magowan and carried unanimously to approve the request and the necessary resolution was authorized for the April 20th Board meeting. *A copy of the resolution request form is on file with the minutes.*

- 2) To authorize a new contract with VNA Homecare Options, LLC to allow reimbursement of services provided to individuals enrolled in Medicare Advantage insurance plan in a form approved by the County Attorney.

Motion was made by Mr. Sokol, seconded by Mr. McDevitt and carried unanimously to approve the request and the necessary resolution was authorized for the April 20th Board meeting. *A copy of the resolution request form is on file with the minutes.*

- 3) To ratify the actions of the Chairman of the Board of Supervisors in re-approving the Provider Agreement for Early Intervention services with New York State Department of Health Early Intervention Program.

Motion was made by Mr. Sokol, seconded by Mr. Magowan and carried unanimously to approve the request and the necessary resolution was authorized for the April 20th Board meeting. *A copy of the resolution request form is on file with the minutes.*

Mr. Loeb inquired who was responsible for the oversight of the services provided under the Early Intervention Program. Ms. Auer replied New York State had guidelines in place which the State monitored and a brief discussion ensued.

- 4) To authorize a contract with Patricia Elmen to provide Occupational Therapy services for the term commencing April 23, 2018 and terminating upon thirty days written notice by either party at the rates set forth in the agenda attachment.
- 5) To authorize a contract with Lindsey Maresca to provide Occupational Therapy services for the term commencing April 23, 2018 and terminating upon thirty days written notice by either party at the rates set forth in the agenda attachment.

Motion was made by Mr. Sokol, seconded by Mr. Magowan and carried unanimously to approve both of the aforementioned requests and the necessary resolutions were authorized for the April 20th Board

meeting. *Copies of the resolution request forms are on file with the minutes.*

- 6) To amend the 2018 Budget to increase revenues in the amount of \$56,875.50 to reflect receipt of New York State Delivery Systems Reform Incentive Payment Program (DSRIP) from the Adirondack Health Institute (AHI) which must be used to support the DSRIP project activities.

Motion was made by Mr. Magowan, seconded by Mr. McDevitt 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.*

Tammie Delorenzo, *Clinical & Fiscal Informatics Coordinator*, noted the 2017 DSRIP funds were going to be used to transition the software for electronic health records.

A review of the Information for Discussion/Review portion of the agenda proceeded as follows: Report of Expenditures, Revenues, Overtime and Per Diem Use for 2017 - Tawn Driscoll, *Fiscal Manager*, reviewed the Revenue and Expenditure Report for 2017 in Attachment #2. She noted a WIC payment was anticipated along with the Preschool Program and estimated that would increase the figures by \$1.3 million. She said even with the salary increases as a result of contract negotiations Salaries were only 15.38% of the budget compared to 17.59% of the budget last year at this time.

Revenue and Expense Comparison Report for 2017 vs 2018 - Mrs. Driscoll reviewed the Revenue and Expense Comparison Report for 2017 vs 2018 in Attachment #3. She noted the increase in regular salaries, but pointed out overtime Salaries and Part Time Salaries were lower as a result of Per Diem staff use. She explained the rent increase in 2018 as compared to 2017 was due to rent not reflected this time last year since it had not been paid. She apprised employee benefits were less than last year which correlated with the nursing staff shortage.

Emergency Response and Preparedness - Ms. Auer advised Attachment #1 in the agenda packet included a review of the Emergency Response and Preparedness Activities for the month and noted a mock vaccination drill would be performed on April 3, 2018 between 9:30 a.m. - 11:30 a.m. and volunteers were needed.

Mr. Sokol inquired if the drill was mandated every few years, as he remembered one occurred three years ago and Ms. Auer replied affirmatively.

Status of Referrals - Valerie Whisenant, *Assistant Director of Patient Services*, reviewed the referrals, included as Attachment #4. She informed referrals were higher this year at 133 compared to 123 last year at this time.

Rabies Program Report - Ms. Auer advised Attachment #6 outlined the rabies report for the year 2017.

A brief discussion ensued regarding the process for an animal bite.

Ms. Auer informed the meeting "Keeping the Opioid Gateway Closed" was held on March 13, 2018 at Glens Falls Hospital which used \$413.00 of Opioid Gateway Closed grant funds from Adirondack Health Institute in 2017 to provide food and supplies approved by Committee Chairwoman Frasier.

Personnel Update - Ms. Auer requested to fill the following positions:

- WIC Nutritionist Coordinator, Annual Salary \$51,934.69, due to retirement
- WIC Assistant, Annual Salary \$29,747, Grade 5, due to resignation
- Registered Professional Nurse #1, Annual Salary \$46,318, Grade 19, due to resignation
- Registered Professional Nurse #39, Annual Salary \$46,318, Grade 19, due to resignation

Motion was made by Mr. Sokol, seconded by Mr. Magowan and carried unanimously to approve the

requests to fill the above referenced positions and forward same to the Personnel & Higher Education Committee for reporting purposes. *Copies of the Notice of Intent to Fill Position forms as outlined above are on file with the minutes.*

Mr. Driscoll entered the meeting at 10:02 a.m.

Mrs. Frasier commended Ms. Auer for doing a terrific job managing the Health Services Department, noting she would be missed. Mr. Geraghty presented Ms. Auer with a certificate of appreciation for more than thirty-one years of service to the County. He added she would be missed and said there had been fun times, as well as tough times and congratulated her on her retirement. A standing round of applause was given.

There being no further Health Services business to discuss, privilege of the floor was extended to Deanna Park, *Director, Office for the Aging*, who distributed copies of the Office for the Aging agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Commencing her agenda review, Ms. Park presented a request to authorize a Memorandum of Understanding (MOU) with RSVP of Hamilton County to collaborate with volunteers in Hamilton County.

Motion was made by Mr. Loeb, seconded by Mr. Magowan and carried unanimously to approve the request and the necessary resolution was authorized for the April 20th Board meeting. A copy of the resolution request form is on file with the minutes.

Moving on Ms. Park reviewed the Information for Discussion/Review portion of her agenda, as follows:

- A) Update on Cedars Proposal: Ms. Park advised a trial run was done for meals at both the Washington County location and Cedars location and a comparison of the two meal runs was provided by two employees. She noted there had been a nineteen minute delay waiting for the Cedars meals and at the end of the meal deliveries temperatures were taken of both the Washington County and Cedars meals, with the temperatures of the Washington County beef meals remained at 138 degrees and the Cedars meal temperatures being only 120 degrees for the Sheppard's Pie, 120 degrees for mashed potatoes and 116 degrees for the vegetables which would need to be addressed whether Cedars remained the meal site location or not. She said the agenda also included feedback from those meal recipients which were mixed but the majority appeared to pertain to the food choice preference and not the quality of the meal.
- B) Data on Meal Sites: Ms. Park advised the agenda included the budget, home delivered meals, congregate meals, total number of meals served as well as on the number of days meals were provided and the responsibilities were provided for each meal site.
- C) Discussion on Staffing at Meal Sites: A lengthy discussion took place regarding staffing at each meal site which included comments from the public. Ms. Park presented four other alternative suggestions for saving money without moving the meal site from Cedars to Washington County. The first option would be to close three meal sites which would entail terminating five employees. The second option was to use one central kitchen which would result in terminating five employees, increase mileage and impact temperature controls. The third option would be to create a waiting list for home delivered meals which would result in termination of one or two employees and fifty-four less meals each day. The last option would be to reduce hours at all meal sites which would help to save approximately \$50,994. Mr. Magowan inquired as to whether the Town of Queensbury and City of Glens Falls would contribute to the cost just as the other towns were to their meal sites and both Mr. Strough and Mr. McDevitt replied they would present it to their respective town boards. It was consensus of the Committee to revisit the topic next month.
- D) Senior of the Year: Ms. Park announced Virginia Raymond, a North Creek resident, had been selected as Senior of the Year.
- E) Contributing Senior of the Year: Ms. Park announced Daisy Kavanagh, of Lake Luzerne, had been selected as Contributing Senior of the Year.

- F) Senior Luncheon: Ms. Park advised the Senior Luncheon would be held on Friday, June 1st with a location to be announced.

At the conclusion of the agenda review, privilege of the floor was extended to members of the public who made comments with regard to the Cedars staff and meal site.

There being no further business to come before the Health, Human & Social Services Committee, on motion made by Mr. Sokol and seconded by Mrs. Hyde, Mrs. Frasier adjourned the meeting at 10:49 a.m.

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