

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: HEALTH SERVICES

DATE: MARCH 2, 2020

COMMITTEE MEMBERS PRESENT:

SUPERVISORS MCDEVITT
CONOVER
BRUNO
FRASIER
MAGOWAN
SHEPLER

OTHERS PRESENT:

DEANNA PARK, DIRECTOR, OFFICE FOR THE AGING
ROB YORK, DIRECTOR, OFFICE OF COMMUNITY SERVICES
REPRESENTING THE DEPARTMENT OF PUBLIC HEALTH:
GINELLE JONES, DIRECTOR, PUBLIC HEALTH/PATIENT SERVICES
PAT BELDEN, ASSISTANT DIRECTOR, PUBLIC HEALTH DIVISION
VALERIE WHISENANT, ASSISTANT DIRECTOR, PATIENT SERVICES
TAWN DRISCOLL, FISCAL MANAGER

COMMITTEE MEMBER ABSENT:

SUPERVISOR BEATY

FRANK E. THOMAS, CHAIRMAN OF THE BOARD
AMANDA ALLEN, CLERK OF THE BOARD
ROBERT TERWILLIGER, FIRST ASSISTANT COUNTY ATTORNEY
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR
KEVIN B. GERAGHTY, BUDGET OFFICER
SUPERVISORS BRAYMER
DIAMOND
DRISCOLL
HOGAN
WILD
DON LEHMAN, *THE POST STAR*
LESLIE LOVELACE, SECRETARY TO THE CLERK OF THE BOARD

Please note, the following contains a summarization of the March 2, 2020 meeting of the Health Services Committee; the meeting in its entirety can be viewed on the Warren County website using the following link: <https://www.warrencountyny.gov/gov/comm/Archive/2020/health/>

Mr. McDevitt called the meeting of the Health Services Committee to order at 10:52 a.m.

Motion was made by Mrs. Frasier, seconded by Ms. Shepler and carried unanimously to approve the minutes of the previous Health Services Committee meeting, subject to correction by the Clerk of the Board.

Privilege of the floor was extended to Deanna Park, *Director, Office for the Aging (OFA)*, who distributed copies of the OFA agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

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

- 1) To fill the vacant position of Meal Site Manager #4, *Grade 2, Base Annual Salary \$27,438, (30hrs/week)* at the Indian Lake Meal Site, due to retirement.
- 2) To amend the Table of Organization and Salary Schedule to reduce the hours of Meal Site Cook #2 (*Indian Lake Meal Site*) from 30 hrs/week to 25 hrs/week, effective March 23, 2020.
- 3) To fill the vacant position of Meal Site Cook #2, *Grade 2, Base Annual Salary \$27,438, (25 hrs/week)*, due to retirement.

Motion was made by Mr. Conover, seconded by Mr. Magowan and carried unanimously to approve the requests as outlined above and forward same to the Personnel & Administration Committee. *Copies of the Notice of Intent to Fill Vacant Position forms and the resolution request form are on file with the minutes.*

- 4) To authorize a one-time payment to Cedars in the amount of \$1,859.54 to reimburse for electrical work done at that site.

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

There being no further Office for the Aging business to discuss, 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 agenda is on file with the minutes.*

Commencing his agenda review, Mr. York made a presentation providing an overview of the Office of Community Services for Warren and Washington Counties; *a copy of which is on file with the minutes.* Mr. York then reviewed the potential impacts as a result of the proposed 2020-2021 New York State Executive Budget, and he informed Citizens Advocates, Inc. was the agency taking over the Glens Falls Hospital behavioral health programs and the transition should begin by the Summer.

There being no further Office of Community Services business to discuss, privilege of the floor was extended to Ginelle Jones, *Director, 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.*

Ms. Jones presented the following requests:

- 1) To authorize submission of an application to the 2020 Adirondack Rural Health Network Prevention Agenda Project for an amount not to exceed \$5,000 to increase access to healthy foods.

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

- 2) To amend the contract with Glens Falls Animal Hospital to increase the veterinarian rate from \$60/hr. to \$75/hr. and the animal handler rate from \$25/hr. to \$35/hr., retroactive February 1, 2020.

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

- 3) To fill the vacant position of WIC Assistant, *Grade 5, Base Annual Salary \$30,520 (2019 rate/2020 Rate TBD)*, due to resignation.

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

- 4) To authorize a \$1 lease agreement with Hudson Headwaters Health Network (*Warrensburg Health Center*) to provide space for the monthly WIC Clinic.

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

- 5) To amend Resolution Nos. 307 of 2013 and 454 of 2015 to exempt Warren County retired/retiring and/or resigning nurses from being held at the fifth year salary rate and authorize the Director of Public Health and Patient Services to pay those desiring to return to the Health Services Department in a Per-Diem Capacity, up to the grade and step at retirement/resignation, effective retroactive to January 1, 2020.

Motion was made by Mr. Conover, seconded by Mr. Bruno and carried unanimously to approve the request and forward same to the Personnel & Administration Committee. *A copy of the resolution request form is on file with the minutes.*

- 6) To amend the County Budget in the amount of \$1,000 to reflect receipt of Adirondack Health Institute for the 2020 Adirondack Rural Health Network Prevention Agenda Project to increase access to healthy foods.

Motion was made by Mr. Conover, seconded by Ms. Shepler 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 review of the Information for Discussion/Review portion of the agenda proceeded as follows: Report of Expenditures, Revenues, Overtime and Per Diem Use for 2019 - Tawn Driscoll, *Fiscal Manager*, reviewed the Revenue and Expenditure Report for 2019 in Attachment #1, noting the year 2019 still had not been closed. She stated \$187,007.38 had been accrued in revenue for the month of January for CHHA and in March there would be preschool revenues. She noted overall budgeted salaries were 3.98% below 2019 salaries. She added regular salaries were over due to yearly increases and overtime and part time salaries were lower than 2019 totals. Ms. Driscoll apprised salaries were currently 7.72% of the 2020 budget and last year this time they were 9.11%.

Revenue and Expense Comparison Report for 2018 vs 2019 - Ms. Driscoll reviewed the Revenue and Expense Comparison Report for 2019 vs 2020 in Attachment #2. She stated there were no equipment purchases in 2020 compared to the purchase of tents in 2019. Ms. Driscoll apprised the contractual expenses were higher this year due to rent expense which was not paid last year at this time. She noted employee benefits were consistent with those of 2019. She stated the 2020 revenues reflect the CHHA accrual which was not closed at the same time last year.

Status of Referrals - Valerie Whisenant, *Assistant Director, Patient Services*, reviewed the referrals, included as Attachment #3. She informed 2019 had been better than 2018 for referrals. She apprised the number of revisits was going down due to the new insurance realm. She noted the expectation was that the hospital census would be up in March due to illness which referrals would follow.

Emergency Response and Preparedness - Ms. Jones advised Attachment #4 in the agenda packet included a review of the Emergency Response and Preparedness Activities for the months of January and February.

Rabies Program Report: Ms. Jones advised Attachment #5 outlined the January rabies report and she included a copy of the dates for the 2020 Rabies Clinics.

Meetings: Ms. Jones reported Jamie Martin would be attending Certified Lactation Counselor Training on March 30 - April 3, 2020; two WIC staff would be attending NYS WIC Annual Conference on April 19 - April 22, 2020; she would be attending NYSPHA Public Health Partnership Conference: Food Water Air Protecting Where We Live Work and Play on April 29 -

May 1, 2020; and Ms. Driscoll, Ms. Whisenant and Tara Cote would be attending HCA: Signature Financial Managers' Summit on March 12, 2020.

Ms. Jones provided an update on the Coronavirus and urged the Community to monitor the Centers for Disease Control and Preventions website for the most up to date information and included a fact sheet on the Coronavirus.

Ms. Jones informed the Governor had appropriated additional funds for the Emergency Preparedness Grant and Warren County received \$24,000.

There being no further business to come before the Health Services Committee, on motion made by Mr. Bruno and seconded by Ms. Shepler, Mr. McDevitt adjourned the meeting at 11:43 a.m.

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