

**STEBEN COUNTY HEALTH SERVICES REVIEW COMMITTEE**

*Tuesday, January 8, 2013*

*11:00 a.m.*

*Legislative Committee Room  
Steuben County Office Building  
Bath, New York*

**\*\*MINUTES\*\***

Meeting was cancelled.

**STEBEN COUNTY HEALTH SERVICES REVIEW COMMITTEE**

*Tuesday, February 12, 2013*

*11:00 a.m.*

*Legislative Committee Room  
Steuben County Office Building  
Bath, New York*

**\*\*MINUTES\*\***

**COMMITTEE:** Patrick F. McAllister, Chair      Joseph J. Hauryski, Vice Chair      Lawrence P. Crossett  
Thomas J. Ryan      Gary D. Swackhamer      Scott J. Van Etten

**STAFF:** Jack Wheeler      David McCarroll      Vicki Fuerst  
Hank Chapman, Psy.D.      Shawn Corey      Alan Reed  
Nancy Smith

**LEGISLATORS:** K. Michael Hanna      William A. Peoples

**ABSENT:** Carol A. Ferratella

**I. CALL TO ORDER**

Mr. McAllister called the meeting to order at 11:00 a.m.

**II. APPROVAL OF MINUTES**

**MOTION: APPROVING THE MINUTES OF THE DECEMBER 11, 2012, MEETING MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 6-0.**

**III. OLD BUSINESS**

A. Public Health Nursing Services

1. **CHAA** – Mrs. Fuerst informed the committee that they did get approval to be a licensed agency. The Department of Health will come back in five or six months to do a site visit and survey. VNA is still waiting for Federal documents which will give them permission, by Medicare, to operate in the County. When they get that document, then they can start accepting patients. We are waiting for our closure plan to be approved by the State. Our plan has moved from the regional office to the Albany office. Once that is approved, then we will start transitioning patients to VNA and we will try to accomplish that within 60 days of approval.

Mr. Van Etten asked will the next steps fall into place easier than going through the process of getting certified? Mrs. Fuerst replied that she thinks so. Hopefully the two will coincide.

B. Office of Community Services

1. **Update – Lease Agreements** – Dr. Chapman stated that he set up a meeting with himself, Mr. Wheeler, Mr. Corey and Mrs. Yunis to discuss the lease agreements. Our current lease agreement for the Hornell office is due at the end of February. Given our situation, we talked about looking at an option for getting out from under the agreement if we would no longer be utilizing this location. There is a 90-day clause in our agreement. Our thought was to renew the lease for a 12-month term at the current rates. Dr. Chapman stated they also discussed the other leases for the Corning and Bath offices. The Bath lease agreements are done by floor and expire at different times. Mrs. Yunis was open to consolidating those agreements. We will meet with her again in March to further discuss this.

Dr. Chapman stated that as part of the lease discussion, they talked about the taxes. As the leases are written right now, we pay the property taxes in addition to the rent. We challenged that arrangement as to the fact that it was to her advantage. Her response was that is the approach they take with all of their commercial properties. If we didn't continue to pay, then one way or the other, you would pay.

Mr. McAllister asked will they prorate the taxes if you terminate the lease prior to the one year? Would they do it month by month? Mr. Wheeler replied they potentially would. There is a 90-day out only in the case that the State cuts funding. He stated that 90 days really is not that long with regard to the process necessary to close. Mrs. Yunis is willing to insert a 180-day out. If you decided to close Hornell and Corning, it would be at least six months before you did it anyhow. She was agreeable to that. We did extend the Hornell lease for one year with the 180-day out.

Mr. Van Etten stated that in a manner of speaking, the taxes already are prorated as you are paying on a square footage basis per year. Mr. Wheeler stated we will look into that. Mr. Crossett commented that he would just continue to have the taxes included in the rent.

Mr. Hanna asked what are the rental amounts? Mr. Corey replied as it turns out, a lot of the discrepancy for rental amounts all had to do with the renovation costs. Those were amortized over a five year term. When the new lease started for the Liberty Street building on November 1<sup>st</sup>, the square footage cost went from \$9.50 - \$10.00 per square foot down to \$5.00 - \$5.50 per square foot.

2. **Update – Cost Analysis for the Closing of Hornell and Corning Offices** – Dr. Chapman stated that Chairman Hauryski had asked him to prepare a cost analysis if we were to close the Hornell and Corning offices. Since last month's meeting, he, along with Mr. Alger and Mr. Wheeler, met with the Director of Allegany Rehab Associates, Mike Damiano. As you recall, we did not receive any proposals for mental health services. We met with Mr. Damiano to see if there would be any interest if we were to contract out just some of the programs, by location. Mr. Damiano is interested in continuing to talk, but there was no commitment. It does bring up a different concept and way to approach it. Initially we had looked at all program services being out of one location. Now we are looking at Hornell and Corning and taking a different approach in terms of just those two locations, looking at contracting those out and continuing to maintain our services through the Bath office.

Dr. Chapman distributed a handout showing what the numbers would reflect if we were to close the outer offices and only provide services in Bath. Despite the advances in transportation, a fair number of clients would not make it to the Bath office. These numbers would change due to funding. That funding we currently receive from the State would go to a new provider if they provide services at Hornell and Corning. We would look at eliminating more positions. The funding we receive from OMH is contingent upon our location and the number of staff. The rate of reimbursement is client driven. However, the funding from OASAS does take into account the number of enrolled clients. OMH does not separate that out.

Mr. Ryan stated that he thought we didn't find any outside interest. Mr. Wheeler replied with the RFP, we did not have any responses for mental health services. In meeting with ARA, there were issues that precluded them from bidding at this time, along with changes in funding. What we are doing is meeting with ARA. We also are looking to schedule meetings with Family Service Society or other similar agencies to look at the Corning office. We are trying to work to see if there is a way to partner for the individual sites. This is something that we are actively working on, but it is going slower than what we had hoped.

Mr. Hauryski commented that he expects that it will take time. We are looking to fix our costs. If we can find an interested agency that we could subsidize, then we know where we are at from budget year to budget year.

Mr. Swackhamer stated that rent reduction is a factor. We need to see what the real cost is and look at the entire cost of the leases and everything. Dr. Chapman stated that he agrees. He is continuing to work with Ms. Monroe and trying to make the revenues more accurate and predictable. It has been difficult to do through the years. If we err at all, it will be on the side of caution. On a positive note, Dr. Chapman stated that he really thinks the key for us in reducing our County cost is with the business office. We are going after the insurance denials. We just hired a contract person to work as part of our business office. This will put us in a better position to go after the insurance denials. He stated that since he has been in this position and really looked at the budget, there have been thousands of dollars through the years that have been written off due to denials and that is something we can't afford to do. He is guardedly optimistic that they can make a difference. They spent \$3,000 in overtime expense and for that, we brought in \$90,000. That shows that we can be, and have been, successful.

Mr. Hauryski stated that at the last meeting we talked about finances and that will be critical to turning this around. We know with recent events we have to be careful and do our due diligence and do it right. Keep up the good work. Mr. Van Etten stated that the discussion with ARA is the right thing to do. It's time to get creative.

C. Health Care Facility

**MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS' LAW, ARTICLE 7§ 105.1.F. THE MEDICAL, FINANCIAL, CREDIT OR EMPLOYMENT HISTORY OF A PARTICULAR PERSON OR CORPORATION, OR MATTERS LEADING TO THE APPOINTMENT, EMPLOYMENT, PROMOTION, DEMOTION, DISCIPLINE, SUSPENSION, DISMISSAL OR REMOVAL OF A PARTICULAR PERSON OR CORPORATION MADE BY MR. VAN ETTEN. SECONDED BY MR. RYAN. ALL BEING IN FAVOR. MOTION CARRIES 6-0.**

**MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. VAN ETTEN. SECONDED BY MR. RYAN. ALL BEING IN FAVOR. MOTION CARRIES 6-0.**

**MOTION: TO ADJOURN MADE BY MR. VAN ETTEN. SECONDED BY MR. CROSSETT. ALL BEING IN FAVOR. MOTION CARRIES 6-0.**

Respectfully Submitted by

Amanda L. Chapman  
Deputy Clerk  
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR  
Tuesday, March 12, 2013  
11:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office  
NO LATER THAN NOON  
Wednesday, March 6, 2013.**

**STEUBEN COUNTY HEALTH SERVICES REVIEW COMMITTEE**

*Tuesday, March 12, 2013*

*11:00 a.m.*

*Legislative Committee Room  
Steuben County Office Building  
Bath, New York*

**\*\*MINUTES\*\***

Meeting was cancelled.

**STEBEN COUNTY HEALTH SERVICES REVIEW COMMITTEE**

*Tuesday, April 9, 2013*

*11:00 a.m.*

*Legislative Committee Room  
Steuben County Office Building  
Bath, New York*

**\*\*MINUTES\*\***

Meeting was cancelled.

**STEUBEN COUNTY HEALTH SERVICES REVIEW COMMITTEE**

*Tuesday, May, 14, 2013*

*11:00 a.m.*

*Legislative Committee Room  
Steuben County Office Building  
Bath, New York*

**\*\*MINUTES\*\***

Meeting was cancelled.

**STEUBEN COUNTY HEALTH SERVICES REVIEW COMMITTEE**

*Tuesday, June 11, 2013*

*11:00 a.m.*

*Legislative Committee Room  
Steuben County Office Building  
Bath, New York*

**\*\*MINUTES\*\***

Meeting was cancelled.

**STEBEN COUNTY HEALTH SERVICES REVIEW COMMITTEE**

*Tuesday, July 9, 2013*

*11:00 a.m.*

*Legislative Committee Room  
Steuben County Office Building  
Bath, New York*

**\*\*MINUTES\*\***

Meeting was cancelled.

**STEUBEN COUNTY HEALTH SERVICES REVIEW COMMITTEE**

*Tuesday, August 13, 2013*

*11:00 a.m.*

*Legislative Committee Room  
Steuben County Office Building  
Bath, New York*

**\*\*MINUTES\*\***

Meeting was cancelled.

**STEBEN COUNTY HEALTH SERVICES REVIEW COMMITTEE**

*Tuesday, September 10, 2013*

*11:00 a.m.*

*Legislative Committee Room  
Steuben County Office Building  
Bath, New York*

**\*\*MINUTES\*\***

**COMMITTEE:** Patrick F. McAllister, Chair      Joseph J. Hauryski, Vice Chair      Lawrence P. Crossett  
Carol A. Ferratella      Gary D. Swackhamer      Scott J. Van Etten

**STAFF:** Mark R. Alger      Jack Wheeler      David McCarroll  
Hank Chapman, Psy.D.      Nancy Smith      Shawn Corey

**LEGISLATORS:** Hilda T. Lando      William A. Peoples

**ABSENT:** Thomas J. Ryan

**I. CALL TO ORDER**

Mr. McAllister called the meeting to order at 11:00 a.m.

**II. APPROVAL OF MINUTES**

**MOTION: APPROVING THE MINUTES OF THE MAY 14, 2013, MEETING MADE BY MR. VAN ETTEN. SECONDED BY MRS. FERRATELLA. ALL BEING IN FAVOR. MOTION CARRIES 5-0. (MR. CROSSETT ABSENT FOR VOTE)**

**III. OLD BUSINESS**

A. Public Health

1. **CHHA Update** – Mr. Alger informed the committee that as a result of the sale, they did sever employment with three individuals. We received the final payment of \$1 million for the sale. Currently, we are working with Mrs. Fuerst and Ms. Congdon on next year’s budget to make sure that we only see the administrative impact in one year and that it is not repeated. Operationally, we made a fairly smooth transition. Visting Nurse Association (VNA) also is looking to purchase the Livingston County CHHA and is already established in some neighboring counties.

B. Office of Community Services

1. **Update on Office Leases** – Dr. Chapman reported that they were able to work with Yunis Realty to consolidate the terms for all floors of the Bath office to one lease. They are not increasing our rent and we talked about having a lease term of three years, with a 90-day notice to terminate. We have received a draft copy of the lease from Yunis, there are some changes that are still to be discussed. With regard to the Hornell and Corning leases, we were able to consolidate those so that the terms expire at the end of January 2014. These also include a 90-day notice to terminate.

Dr. Chapman reminded the committee that included in the Bath lease was a renovation of a portion of the third floor. That renovation was done five years go and we have been making monthly payments for that. That payment schedule will be completed at the end of December. Once we complete that payment, our overall amount for the Bath building will decrease. The renovation cost was \$134,000.00 and we paid that back at a 9 percent interest rate. Mr. Crossett asked what about the taxes? Dr. Chapman replied the base rate of the lease does not include taxes. We did discuss this with Yunis Realty and basically, one way or the other, if we do not pay the taxes, they will just increase our rent by that amount.

2. **Review of Options for Mental Health** – Dr. Chapman informed the committee that over the past year we have looked to privatize services and we also looked at contracting out services for one or both of the satellite locations. Agencies did express some interest this past spring, however, they are concerned about the unknowns with regard to Medicaid managed care, health homes and readjudication. He stated that he is of the opinion that timing is really key to attempting to do this in the future. Right now, things have not changed enough since we attempted this last year. With regard to a potential timeframe, it may be more reasonable to look at this in Spring 2014. In January, the State started the rebilling process for all licensed mental health agencies. The State limits how much we can rebill in any given month. It may take us a year to rebill and receive payments. We have received \$178,000 of the \$1 million that we are rebilling. The other mental health agencies would be similar to us with that process.

Mr. Crossett asked is the County cost down for 2014? Mr. Alger replied yes. He asked Dr. Chapman, with regard to the health home relationship, will that have a major impact going forward with how another agency would view taking this on? Once the process is clarified, agencies may be willing to take over a portion of the services. Dr. Chapman replied there are a lot of unknowns. The health homes are applicable to Medicaid and the State is desperately trying to reduce costs by targeting people in the system that are viewed as high users; individuals that have chronic medical conditions along with mental health and/or substance abuse issues. Case coordination would be provided through the health homes and in the long run would save the State money by decreasing the number of users that are using the emergency rooms wrongfully. Time will tell how this works out. We are the third and last area of the state to come under a health home. Downstate counties are already in the midst of this. Hopefully a few months from now we will know more and be able to better determine the best course of action. The main impediment is Medicaid managed care.

Mr. Hauryski asked how is the 2014 budget looking? Mr. Alger replied they are down about \$300,000 - \$400,000 which is better than it has been in many years.

3. **Hospitals** – Dr. Chapman stated that he would like to update the committee on the proposed closing of the psychiatric unit at St. James and of the Elmira Psychiatric Center. St. James has received approval from the State to close their psychiatric unit. That could come as soon as the end of October. The hospital is in the process of establishing Memorandums of Understanding (MOU's) with other psychiatric hospitals in the area. For adults the closest hospitals will be Olean General and Warsaw. For children, they will be sent to the Rochester Psychiatric Center or to Buffalo. We can continue to utilize the Elmira Psychiatric Center, however, their inpatient unit will be eliminated in the spring or summer of 2014.

Dr. Chapman stated that he will be meeting with the Sheriff and the Bath Police Department regarding pick-up orders and the ability to provide transportation to St. Joe's or Soldiers & Sailors Hospital. Mr. Alger commented ultimately with the closures, we will end up with more people in the Jail and you will have the expense of dealing with them there. We may end up with additional costs for constant watches. This will be a problem. Mr. Alger stated that he believes this is a definite strategy on the part of the State to pass on more costs to us.

C. Health Care Facility

1. **Update** – Mr. Alger informed the committee that the court ruled in the County's favor. As soon as the CON is approved by the State, then we will be ready to do the transfer. Mr. Wheeler stated the Centers has been doing our billing for us and that is going well. They have been very complimentary of Mr. McCarroll and his staff.

**IV. OTHER BUSINESS**

A. *Plans for Facility to House Records and Elections* – Mr. Alger stated that he expects they will enter into a lease with the Centers for Specialty Care for a period of time to continue to house Records and Elections at the Old Health Care Facility. As the process of the transfer is finalized and complete, we will probably want to set aside those funds for a new records storage facility. This is something that we would review over the course of the next year. We would need to work with an architect to design a building that is functional. The building will need to be climate controlled, have air conditioning and a sprinkler system. The other part of the discussion relates to Elections. He has asked the

Commissioners to think about whether they want to physically relocate their office, or if they just want to house the machines. At the very least, you will want to relocate the machines.

Mr. Crossett asked is there a legal requirement that the money we receive from the sale of the facility has to be set aside to pay off the debt? Mr. Corey replied yes and no. We could set aside some to build a replacement records storage facility. Mr. Crossett commented part of the proceeds is from the sale of the old facility. Mr. Corey replied that even if all of the proceeds were from the new facility, he is comfortable that we could set some aside. Mr. McAllister asked when would we start looking at this? Mr. Alger replied we would have to do a Request for Proposals and that could be started at any time.

B. *Next Meeting* – Mr. Hauryski commented that the next meeting could probably be held after the first of the year, unless something comes up. At that time we can decide what we want to do with the Hornell and Corning Mental Health offices.

**MOTION: TO ADJOURN MADE BY MR. CROSSETT. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 6-0.**

Respectfully Submitted by

Amanda L. Chapman  
Deputy Clerk  
Steuben County Legislature

**STEUBEN COUNTY HEALTH SERVICES REVIEW COMMITTEE**

*Tuesday, October 8, 2013*

*11:00 a.m.*

*Legislative Committee Room  
Steuben County Office Building  
Bath, New York*

**\*\*MINUTES\*\***

Meeting was cancelled.

**STEUBEN COUNTY HEALTH SERVICES REVIEW COMMITTEE**

*Tuesday, November 12, 2013*

*11:00 a.m.*

*Legislative Committee Room  
Steuben County Office Building  
Bath, New York*

**\*\*MINUTES\*\***

Meeting was cancelled.

**STEUBEN COUNTY HEALTH SERVICES REVIEW COMMITTEE**

*Tuesday, December 10, 2013*

*11:00 a.m.*

*Legislative Committee Room  
Steuben County Office Building  
Bath, New York*

**\*\*MINUTES\*\***

Meeting was cancelled.