

STEBEN COUNTY HEALTH & EDUCATION COMMITTEE

Wednesday, January 4, 2006

9:00 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE:	Robert V. Nichols, Chair Lldon E. Jamison	David Stachnik, Vice Chair Gary D. Swackhamer	Kenneth E. Isaman
STAFF:	Mark R. Alger Nancy Smith Christina Pellegrino Frederick H. Ahrens, Jr.	John Zehr Helen Brutsman Robert W. Anderson, Ph.D.	Vicki Fuerst Kathryn Biehl David English
LEGISLATORS:	DeWitt T. Baker, D.V.M.	Thomas J. McIntyre	John Walsh
OTHERS:	Janice Conklin, Ph.D. Mary Perham, <i>The Leader</i>		

I. CALL TO ORDER

Mr. Nichols called the meeting to order at 9:00 a.m. He asked Mr. Swackhamer to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE DECEMBER 7, 2005 MEETING MADE BY MR. ISAMAN. SECONDED BY MR. JAMISON. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. DEPARTMENTAL REPORTS/REQUESTS

A. Office of Community Services

1. **Community Services Board Appointments** – Dr. Anderson introduced Dr. Janice Conklin who is the chair of the Community Services Board. He commented one of the things they have done this year as a response to the SAY² Rural Health Network, is appoint Vicki Fuerst to the Board. There are a lot of counties who have the Public Health Nursing Director serve on their boards.

2. **40th Anniversary** – Dr. Anderson informed the committee that this year marks the 40th anniversary of the Mental Health Center. They would like to do something this year in recognition of this during May, which is Mental Health Month. Typically they have an annual meeting and he would have a celebration as part of that. Dr. Anderson stated when he comes back to the committee in February, he will give the committee details of what they would like to do. They would like to hold their annual meeting, and as part of that, would like to recognize some of the people that have worked in the Center over the past forty years.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO MAKE PREPARATIONS FOR A 40TH ANNIVERSARY CELEBRATION OF THE MENTAL HEALTH CENTER MADE BY MR. SWACKHAMER. SECONDED BY MR. ISAMAN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

3. **2006 Contracts** – Dr. Anderson presented his 2006 contracts for review and approval. He commented that they have a contract with Cooperative Extension whereby they act as contractual consultants. This has saved us \$40,000 in administrative and overhead services.

MOTION: APPROVING THE FOLLOWING 2006 CONTRACTS FOR THE OFFICE OF COMMUNITY SERVICES: HORNELL CONCERN \$101,515.00; FAMILY SERVICE SOCIETY \$68,971.00; SCAP – HOSPITAL DIVERSION \$30,000.00; SCAP – FORENSIC SUPPORTED HOUSING \$51,800.00; CATHOLIC CHARITIES – COUNSELING \$226,501.00; CATHOLIC CHARITIES – HOMELESS \$13,514.00; CATHOLIC CHARITIES – ALCOHOL AND SUPPORT \$32,648.00; KINSHIP FAMILY AND YOUTH SERVICES \$245,569.00; PATHWAYS \$22,275.00; STEUBEN ARC – SHELTERED WORKSHOP \$282,006.00; STEUBEN ARC – PSYCHIATRIC REHAB \$156,948.00; FINGER LAKES PARENT NETWORK \$467,196.00 AND CORNELL COOPERATIVE EXTENSION \$200,000 MADE BY MR. ISAMAN. SECONDED BY MR. STACHNIK ALL BEING IN FAVOR. MOTION CARRIES 5-0.

4. **Budget Transfer** – Dr. Anderson stated they received an additional \$112.00 from OMH. He requested authorization to appropriate this additional funding to their contract with SCAP for Forensic Supported Housing.

MOTION: AUTHORIZING COMMUNITY SERVICES TO ACCEPT \$112.00 IN ADDITIONAL FUNDING FROM OMH AND APPROPRIATING THAT TO THEIR CONTRACT WITH SCAP FOR FORENSIC SUPPORTED HOUSING MADE BY MR. JAMISON. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

5. **MATS Program** – Dr. Anderson informed the committee that they have been working with the Department of Social Services on several grants. They have received approval and funding for the MATS program and SNAC which both require the use of a CASAC or CASAC supervised case managers. Dr. Anderson explained the MATS program is designed to save the County and State money in the Medicaid program. The intent is to assign case managers to the most problematic, highest users of Medicaid for addiction services to make sure they make it to the end of their treatment. We've identified 84 individuals who are using well above \$7,000 per person, per year. The high end users tend to go to detox for three or five days and then leave. Our intent is to make sure that once they leave detox, they continue their treatment.

Dr. Anderson stated this program is 75 percent State, 25 percent County. This 25 percent from the County would come out of the Department of Social Services budget. He requested approval of three budget transfers from OASAS and/or Department of Social Services for the startup and equipment for this program. The cost for three CASAC positions including fringe benefits will be \$131,000 with the State providing \$98,250 and the Department of Social Services providing \$32,750. These positions were zero-based as we were waiting to see if we received the grant. The total amount for equipment is \$9,100 which will include 3 laptops, 3 desks, 3 chairs and 3 filing cabinets. Mr. Swackhamer asked who would these positions be working under? Dr. Anderson replied these individuals will work in DSS, but they will be our employees. Ms. Pellegrino who works for us, but is located in DSS, is the coordinator of the BILT program. These case managers will work under her, but also get supervision from Carolyn Gutierrez in the Substance Abuse Program, as this is an OASAS supervised program.

Mrs. Biehl explained whenever someone comes in and applies for Public Assistance, they go through a battery of screenings including alcohol and substance abuse screening. Ms. Pellegrino coordinates the BILT program which encompasses domestic violence, case management, drug/alcohol evaluations and mental health evaluations. The bulk of referrals will be coming out of that unit. The MATS case managers will make sure the individuals start and finish treatment and participate in relapse prevention. Mr. Swackhamer asked are there any penalties if the individuals don't participate? Mrs. Biehl replied they will be sanctioned if they don't follow through with services. Mr. Stachnik asked what is the success ratio previously for detox? Dr. Anderson replied that he hasn't an idea because all he knows is that the State of New York on Medicaid spends \$300 million in just detox. There are 26 counties in the State that are doing this program now.

Mr. Isaman asked where will these employees be? Dr. Anderson replied the case managers will have an office, most likely in the Department of Social Services and they will be on the road a great deal of the time. He explained this grant is for three years. The measure for success will be a decrease of Medicaid dollars being spent and an increase in labor. Mr. Nichols asked is detox just for alcohol? Dr. Anderson replied it covers the whole gambit, although alcohol is still number one.

Dr. Anderson stated for the first two years, MATS had 11 counties and they added 14 – 15 more this round. The other side of this is the increase that results from identifying more people and that comes back to impact on the current system. In addition to these three positions, he also requested that two other positions be funded that would work in the Substance Abuse Program through Mental Health. These would be clinical people. The total cost for those two positions, including fringe, is \$92,577 of which \$31,000 is paid by MATS and DSS administrative costs and \$61,000 would come from revenue. The programs we have set up through BILT are paid for, so any revenue they generate comes back and is against all of the other programs in Mental Health. Mr. Swackhamer asked, what happens after three years? Dr. Anderson replied the theory is that the program will be profitable enough that the County will want to continue it. If it is not profitable enough, we would find something else. Mr. Stachnik commented we owe it to the taxpayers.

Mr. Isaman asked is the revenue source DSS? Dr. Anderson replied the revenue source would be private insurance and Medicaid. Mr. Nichols commented this program is two-fold. We can help people get to detox and stay that way so they will be an asset to the community. The second part is to save the cost of Medicaid. He stated that he thinks it's worth a try. At the end of three years are we going to allow it to go back on the taxpayers? Mr. Alger replied the other area to look at is the Department of Social Services. Don't lose sight of the fact that the primary target is clients we are trying to move out of the system. There will be a reduction in the caseload. The other advantage to this program is that if they don't participate, you can sanction them so that they are no longer receiving benefits. This targets the group that is most difficult to serve. Dr. Anderson stated the one thing DSS has done to make sure that we are not stuck is that Ms. Pellegrino has gone after grants which is really something that has come from in-house and not something that someone has come down and said here's some money. This is something that we thought would work.

Mr. Swackhamer commented in three years when the grant is done, we will still have these five new people. Mr. Nichols asked what is the percent of kick in? Mrs. Biehl replied 25 percent of the total grant is local and already in the Department of Social Services budget this year. Mr. Isaman commented he is in favor of this, but agrees with Mr. Swackhamer. Mrs. Biehl commented OASAS is looking at a mechanism to bill for case management services that will be a revenue stream after a couple of years.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO FILL THREE VACANT ZERO-BASED CASAC POSITIONS AT A TOTAL COST OF \$131,000 WITH \$98,250 COMING FROM THE MATS GRANT AND \$32,750 LOCAL SHARE COMING FROM DEPARTMENT OF SOCIAL SERVICES; AUTHORIZING THE FILLING OF ONE ADDITIONAL VACANT ZERO-BASED CASAC POSITION AND ONE VACANT SOCIAL WORK POSITION OT WORK AT THE SUBSTANCE ABUSE PROGRAM AT MENTAL HEALTH AT A TOTAL COST OF \$92,577 WITH \$61,584 BEING APPROPRIATED FROM ANTICIPATED THIRD-PARTY INSURANCE REVENUE AND \$30,993 FROM MATS/DSS ADMINISTRATION AND ACCEPTING REVENUE FROM OASAS FOR THE STARTUP COSTS OF THE MATS PROGRAM IN THE AMOUNT OF \$63,286.50 AND ACCEPTING THE LOCAL SHARE FROM DEPARTMENT OF SOCIAL SERVICES IN THE AMOUNT OF \$21,095.50 AND APPROPRIATING \$17,340.00 INTO MILEAGE, \$850.00 INTO OFFICE SUPPLIES, \$1,417.00 INTO PROGRAM SUPPLIES, \$14,025.00 INTO TRAINING, \$2,500.00 INTO PHONE, \$340.00 INTO COPYING, \$510.00 INTO POSTAGE, \$38,250.00 INTO WRAPAROUND AND \$9,100.00 INTO EQUIPMENT AND AMENDING THE MAJOR EQUIPMENT LIST TO REFLECT THE ADDITION OF THREE LAPTOPS (\$5,100.00), THREE DESKS (\$3,000.00), THREE CHAIRS (\$600.00) AND THREE FILE CABINETS (\$400.00) AND REQUESTING THAT DR. ANDERSON PROVIDE AN ANNUAL REPORT SHOWING THE SAVINGS OF THIS PROGRAM MADE BY MR. STACHNIK. SECONDED BY MR. JAMISON. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

B. Special Children's Services

1. **Contracts** – Mrs. Brutsman requested authorization to enter into contracts with Anita Adelsberg, Speech – Language Pathologist for Preschool services and Arnot-Ogden Hospital for Preschool and Early Intervention services for Physical Therapy, Occupational Therapy and Speech.

MOTION: AUTHORIZING SPECIAL CHILDREN'S SERVICES TO ENTER INTO A CONTRACT WITH ANITA ADELSBERG, SPEECH-LANGUAGE PATHOLOGIST FOR PRESCHOOL SERVICES AND ARNOT-OGDEN HOSPITAL FOR PRESCHOOL AND EARLY INTERVENTION SERVICES FOR PHYSICAL THERAPY, OCCUPATIONAL THERAPY AND SPEECH MADE BY MR. SWACKHAMER. SECONDED BY MR. JAMISON. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Appointments** – Mrs. Brutsman presented the appointments to the Steuben County Early Intervention Coordinating Council.

MOTION: APPROVING THE APPOINTMENTS TO THE STEUBEN COUNTY EARLY INTERVENTION COORDINATING COUNCIL AND FORWARDING TO THE LEGISLATURE FOR APPROVAL MADE BY MR. STACHNIK. SECONDED BY MR. JAMISON. ALL BEING IN FAVOR. MOTION CARRIES 5-0.
Resolution Required.

Mrs. Brutsman presented the appointments for the Steuben County Representatives on the School Districts' Committees on Preschool Special Education. She commented the Chairman of the Legislature will send a letter to the appointees.

C. **Health Care Facility**

1. **Contracts** – Mr. Zehr presented his 2006 contracts for approval. He commented with regard to the contract with Argentieri Bros., they are going to accept a one-percent increase and will go out to bid next year. The contract with Sodexho has not been signed as of yet because we changed our vending so that it is done internally and we need to change the language in the contract to reflect that. Also, they are in the third year of the three-year contract with the auditors, UKY, LLP.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO RENEW THE FOLLOWING CONTRACTS FOR 2006: AMERICA HEALTH CARE (BHS), ARGENTIERI BROS., B & B SERVISOFT, BATH AMBULANCE, BRUCE BAXTER, DDS, BHS (BUFFALO HOSPITAL SUPPLY), COMPANION RADIO, DR. CURTIS CRANMER, DATA ORIENTED SYSTEMS, DILDINE ELECTRIC, REVEREND RICHARD P. DOUD, HEALTH TRAC (MDTS), IPRO, IRA DAVENPORT MEMORIAL HOSPITAL, R. PHILLIPS & ASSOCIATES, LLC, RESOURCE SYSTEMS, RURAL METRO, SDS OF NY, ST. JOSEPH'S HOSPITAL (PHYSICAL THERAPY, OCCUPATIONAL THERAPY, SPEECH THERAPY), SIMPLEX GRINNELL FIRE SYSTEMS, SODEXHO MARRIOTT MANAGEMENT, SOUTHERN TIER FIRE EXTINGUISHER, STEUBEN PODIATRY, WILMA STEWART, UNLIMITED ENERGY, INC., UKY, LLP AND 911 (FORMERLY VILLAGE OF BATH) MADE BY MR. SWACKHAMER. SECONDED BY MR. JAMISON. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Disadvantaged Facilities Funding** – Mr. Zehr stated a couple of years ago we had been told that we would only receive \$380,000 and this year we will be receiving \$400,000.

3. **CON Update** – Mr. Zehr reported that he has had two serious meetings with the architect and they have talked about infrastructure design. They also met with the staff to look at work areas. We have done a lot of restructuring and we are still in the process of design. Mr. Zehr commented they have heard no final answer regarding approval from the Department of Health. We are getting encouraging discussions, but no yes yet.

Mr. Zehr explained they had planned for the physical therapy space to be 600 square feet. If we are going to do outpatient physical therapy and if we want to have a significant program, we will have to go to 3,000 – 4,000 square feet. There is space within the original construction. The cost to do this would be \$200,000 which if we choose to do that, we could take that out of the design contingency.

Mr. Isaman asked with that amount of space, how many people could you have? Mr. Zehr replied with something that large, you would be able to separate the water whirlpools from the actual physical rehab area and you could also do an outpatient component.

Mr. Swackhamer asked what is the size of the physical therapy area at St. James? Mr. Zehr replied is is 2,500 square feet. Rehab is the direction we want to go. He commented that Livingston County has a 4,500 square foot physical therapy area.

4. **Timeline** – Mr. Zehr commented the timeline for the project has been moved back one month. In our original discussions we were going to do site work in March, before we get final approval from the State. We are now moving that back to April.

5. **No-Lift Facility** – Mr. Nichols asked what type of lifts are you thinking about putting in? Mr. Zehr replied the lifts will be put in during construction. He doesn't know the name of the lift, but they will be on a track in the ceiling. Where the bed is, there will be a track over that, and there will also be a track in the bathroom.

6. **Medicare D** – Mr. Zehr informed the committee that they have been dealing a lot with Medicare D. Right now we are trying to establish what contract our residents are on. There is a fax number that you can fax the information of an individual to and they will tell you what group they are assigned to. That generally has about a ten-day turnaround. Information regarding Medicare D is available on the internet, but that is not good for the elderly.

7. **Physical Therapy** – Mr. Zehr informed the committee that he is actively trying to pursue a full-time physical therapist on staff. The apex of our project is physical therapy and we need to get a solid therapist on staff.

D. Personnel

1. **Tuition Aid Requests** – Mrs. Smith presented three tuition aid requests for the committees review; Teri Brown, Department of Social Services, Diane McAllister, Department of Social Services and Bonnie Hicks-Tolly, Office of Community Services. All three individuals are taking courses to earn their Masters in Social Work. She recommended approval of all three requests.

MOTION: APPROVING THE TUITION AID REQUESTS FOR DIANE McALLISTER, DEPARTMENT OF SOCIAL SERVICES TO TAKE ONE COURSE ENTITLED "EVALUATION IN SOCIAL WORK"; TERI BROWN, DEPARTMENT OF SOCIAL SERVICES TO TAKE ONE COURSE ENTITLED "EVALUATION IN SOCIAL WORK" AND BONNIE HICKS-TOLLY, OFFICE OF COMMUNITY SERVICES TO TAKE TWO COURSES ENTITLED "ADVANCED SOCIAL WORK PRACTICE" AND "FULL EDUCATION IV" MADE BY MR. ISAMAN. SECONDED BY MR. JAMISON. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

E. Public Health and Nursing Services

1. **Contracts** – Mrs. Fuerst requested approval to increase their contract with Jan & Bev's Home care for LPN to \$23.95 per hour. This is effective January 1, 2006.

MOTION: AUTHORIZING PUBLIC HEALTH AND NURSING SERVICES TO INCREASE THEIR CONTRACT WITH JAN & BEV'S HOME CARE FOR LPN'S TO \$23.95 PER HOUR EFFECTIVE JANUARY 1, 2006 MADE BY MR. STACHNIK. SECONDED BY MR. ISAMAN. ALL BEING IN FAVOR. MOTION CARRIES 4-0. (MR. SWACKHAMER ABSENT FOR VOTE).

MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS' LAW, ARTICLE 7§ 105.1.H. THE PROPOSED ACQUISITION, SALE OR LEASE OF REAL PROPERTY OR THE PROPOSED ACQUISITION OF SECURITIES, OR SALE OR EXCHANGE OF SECURITIES HELD BY SUCH PUBLIC BODY, BUT ONLY WHEN PUBLICITY WOULD SUBSTANTIALLY AFFECT THE VALUE THEREOF MADE BY MR. JAMISON. SECONDED BY MR. ISAMAN. ALL BEING IN FAVOR. MOTION CARRIES 4-0. (MR. SWACKHAMER ABSENT FOR VOTE).

MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. STACHNIK. SECONDED BY MR. JAMISON. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: TO ADJOURN MADE BY MR. SWACKHAMER. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

NEXT MEETING SCHEDULED FOR

****PLEASE NOTE CHANGE** Wednesday, February 8, 2006 @ 9:00 a.m. ** PLEASE NOTE CHANGE****

**PLEASE SEND AGENDA ITEMS TO THE
CLERK OF THE LEGISLATURE'S OFFICE
NO LATER THAN NOON
Wednesday, February 1, 2006.**

STEBEN COUNTY HEALTH & EDUCATION COMMITTEE

Wednesday, February 8, 2006

9:00 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE: Kenneth E. Isaman, Chair Robert V. Nichols, Vice Chair Philip J. Roche, Esq.

STAFF: Mark R. Alger Gregory P. Heffner Nancy Smith
Robert W. Anderson, Ph.D. Henry W. Chapman, Psy.D. David English
Helen Brutsman

ABSENT: Lldon E. Jamison David Stachnik Gary D. Swackhamer

OTHER: Mary Perham, *The Leader*

I. CALL TO ORDER

Mr. Isaman called the meeting to order.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE JANUARY 4, 2006 MEETING MADE BY MR. NICHOLS. SECONDED BY MR. ROCHE. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

III. DEPARTMENTAL REPORTS/REQUESTS

A. Special Children's Services

1. **Contracts** – Mrs. Brutsman informed the committee that Anna Amrhein is a Special Education Teacher for Early Intervention and Special Education. She also has a counseling degree. Mrs. Brutsman requested authorization to enter into a contract with Ms. Amrhein for counseling services for Preschool at a rate of \$60.00 up to one hour.

MOTION: AUTHORIZING SPECIAL CHILDREN'S SERVICES TO ENTER INTO A CONTRACT WITH ANNA AMRHEIN FOR COUNSELING SERVICES FOR PRESCHOOL AT A RATE OF \$60.00 UP TO ONE HOUR MADE BY MR. NICHOLS. SECONDED BY MR. ROCHE. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

2. **Training** – Mrs. Brutsman informed the committee that Pathways of Rochester is doing a workshop for parents of Early Intervention and Preschool to talk about the transition from Early Intervention, to Preschool to school age. This workshop will be offered in Bath and Hornell. She requested authorization to spend up to \$100 to purchase food for these workshops.

MOTION: AUTHORIZING SPECIAL CHILDREN'S SERVICES TO APPROPRIATE UP TO \$100 FOR FOOD FOR A WORKSHOP FOR PARENTS TO BE HELD IN BATH AND HORNELL REGARDING TRANSITION FROM EARLY INTERVENTION TO PRESCHOOL TO SCHOOL-AGE MADE BY MR. ROCHE. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

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. NICHOLS. SECONDED BY MR. ROCHE. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION: AUTHORIZING SPECIAL CHILDREN'S SERVICES TO TERMINATE THE PRESCHOOL TRANSPORTATION CONTRACT WITH STA-KEMP BUS SERVICE AND APPROVING A CONTINGENT CONTRACT WITH A & E FOR THE REMAINDER OF THE CONTRACT YEAR AND AUTHORIZING THE COUNTY ATTORNEY TO PURSUE LEGAL ACTION SHOULD STA-KEMP BUS SERVICE NOT UPHOLD THEIR CONTRACT OBLIGATIONS MADE BY MR. ROCHE. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. NICHOLS. SECONDED BY MR. ROCHE. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

B. Office of Community Services

1. **Family Service Training Agreement** – Dr. Anderson informed the committee that currently they have an agreement with Family Service to provide us with 30 admission certificates to any training, plus the ability to purchase more admission certificates at a reduced rate. We pay them \$3,000 for this service. The real advantage of this is that it keeps Family Service's ability to retain quality training that comes in. They have really done a great job. He requested authorization to continue this agreement.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO ENTER INTO AN AGREEMENT WITH FAMILY SERVICES AT A COST OF \$3,000 WHICH PROVIDES THE OFFICE OF COMMUNITY SERVICES 30 ADMISSION CERTIFICATES TO ANY FAMILY SERVICE TRAINING PLUS THE ABILITY TO PURCHASE ADDITIONAL ADMISSION CERTIFICATES AT A REDUCED RATE MADE BY MR. NICHOLS. SECONDED BY MR. ROCHE. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

2. **NAMI** – Dr. Anderson requested authorization to appropriate \$1,000 to the National Alliance for the Mentally Ill (NAMI). They advocate mainly for parents. Our money is used to help produce flyers and information that is then put into the schools. They also use this funding to attract speakers for workshops. The workshops they hold are primarily for the consumers. Dr. Anderson stated that last year we gave them \$2,000 and in previous years we had given them as much as \$5,000.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO APPROPRIATE \$1,000 TO THE NATIONAL ALLIANCE FOR THE MENTALLY ILL (NAMI) MADE BY MR. ROCHE. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

3. **Annual Meeting** – Dr. Anderson stated that in honor of the Office of Community Services' 40th anniversary, they will be holding an open house on May 3, 2006 with a brief presentation to occur at noon. Their annual meeting will be held on May 12, 2006.

3. **Personnel** – Dr. Anderson informed the committee that they are currently providing supervision for an individual who is employed by the school district. Previously we had one of our employees at the school district, and then they had a contract employee who we were providing supervision to. This year, the school has hired their own individual and they are requesting we continue to do the supervision. There are advantages to us being involved with the supervision. We have other people in the schools and if they participate in group supervision, that is beneficial. Dr. Anderson explained there is an issue of whether or not we should continue to do the supervision.

Mr. English commented the question is whether or not to engage in a contract relationship with the school district which would result in us supervising. Mental Health would provide clinical supervision for licensing purposes, but in all other respects, the person is an employee of the school district. We had suggested that this be brought to the committee to see if you wanted to approve going forward with this.

Dr. Chapman stated we are in the process of getting a written job description of the school employee, as well as the school's insurance policy. We need to know if there are any liability issues.

Mr. Ahrens commented a general liability policy would not cover. We need professional liability coverage for malpractice and we don't know if the school district carries that kind of endorsement. If so, then we are good to go. We want to make sure we are covered.

Mr. Isaman asked what happens if we don't provide the supervision? Dr. Anderson replied the person who is there, would not be able to continue the process of getting licensure through New York State. Dr. Chapman has had conversations with the school superintendent and one of the questions is if there is any benefit other than clinical to the school of having this individual licensed. The school district was going to check on that. Clinically, it is an advantage. Mr. Isaman commented school policies typically carry professional liability for the school nurses.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO ENTER INTO A CONTRACT WITH BATH HAVERLING SCHOOL DISTRICT TO PROVIDE CLINICAL SUPERVISION FOR ONE OF THEIR SOCIAL WORK EMPLOYEES PENDING REVIEW AND APPROVAL BY THE LAW DEPARTMENT MADE BY MR. ROCHE. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

C. Health Care Facility

1. **Medicare D** – Mr. Zehr informed the committee they are working with Omnicare on the implementation of the prescription coverage. Medicare has extended the overall coverage for all people for another 60 days at the Federal level.

2. **Audiology Contract** – Mr. Zehr informed the committee that he has signed a contract for minimal audiology services. The rate is \$75.00 per hour.

3. **Corrections – January Minutes** – Mr. Zehr stated the minutes reflected that the facility received \$380,000 in Disadvantage Facility Funding, and it was actually \$400,000. Also, with regard to the laundry contract, we did accept a one-cent per pound increase, and in the meantime we are going out with a full RFP for services.

MOTION: APPROVING THE HEALTH CARE FACILITY'S AMENDMENTS TO THE JANUARY MEETING MINUTES OF THE HEALTH & EDUCATION COMMITTEE MADE BY MR. NICHOLS. SECONDED BY MR. ROCHE. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

4. **NYSAC Conference** – Mr. Zehr informed the committee that he attended the NYSAC conference. One of the things they are looking into is the development of a community benefit corporation for county operated facilities. This would allow us to separate out facilities, but still be responsible to the County. Another issue is the receipt of a \$100 million grant to offset 2005 losses. This has come about as a result of the new rate reimbursement methodology.

5. **IGT** – Mr. Zehr reported the IGT fund for 2005 was \$531,510 and we had budgeted \$180,000. The IGT fund in 2004 was \$360,000. There is still discussion under way regarding how these funds are used by some of the counties.

6. **CON Update** – Mr. Zehr informed the committee that they have received verbal approval from the Department of Health regarding the increase in the project cost. Everything will be sent to the Office of Planning and Architecture for review. We will then be assigned an individual who will be working with us during construction. Mr. Alger explained the process that has taken place. Our first contact with the State they indicated the work submitted was fine and the estimates were okay. It turns out our estimate was \$6,000 - \$8,000 over the threshold that had been set by the State which would have put us into a complete review of the CON. This was the reason we had not heard anything from the State. A new individual was assigned and they called for a new review. We revised the budget and they approved it. There has been minimal adjustment to the CON and it is not subject to an entire review. This is a limited review of the CON. The next step is to review the architectural plans to make sure they are appropriate and then the State will approve those. As part of our review, we requested authorization to do the site work early and that will be part of the review. We are anxious to get the approval in writing from the State.

Mr. Nichols asked when will you do the bids? Mr. Alger replied we would like to have the site package by April 6, 2006. We will put out the bid in March and be able to start in April. If we stay with the schedule, they would be able to break ground in April. Currently, we are at least a month behind where we wanted to be. Mr. Nichols

asked when is completion? Mr. Alger replied it should be within 18 months. We will be 90 percent complete by August of next year.

7. **Budget Transfer** – Mr. Zehr requested authorization to transfer \$12,000 from the Physical Therapist Salary line item to the Consulting line item to cover Physical Therapy services. Mr. Zehr stated in the interim, they are pursuing the possibility of creating a new position that would be the Director of Rehabilitative Services.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO TRANSFER \$12,000 FROM THE PHYSICAL THERAPIST SALARY LINE ITEM TO THE CONSULTING LINE ITEM TO COVER PHYSICAL THERAPY SERVICES MADE BY MR. ROCHE. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

8. **Statistics** – Mr. Zehr reported for the month of December, the occupancy rate was 95.12 percent. Statewide, the average is 93 percent. Occupancy in general is low. The biggest issue we have had was this past week we had three to four planned discharges as well as a couple of unexpected discharges.

Mr. Isaman asked during construction, do we have any issues with the residents? Mr. Zehr replied there will be dust and dirt concerns.

9. **Special Meeting** – Mr. Alger stated they are anticipating being through design development the first week of March. This committee meets March 1, 2006. He stated that he would like the committee to meet at some point during the second week to review the design and authorize bidding. *Special Meeting to be held on Friday, March 10, 2006 at 1:00 p.m.*

D. Personnel

1. **Tuition Aid Request** – Mrs. Smith presented a tuition aid request for Jason McLoud, Department of Social Services to take one course entitled “Evaluation in Social Work”. Mrs. Smith stated she recommends approval, as this is job related.

MOTION: APPROVING A TUITION AID REQUEST FOR JASON McLOUD, DEPARTMENT OF SOCIAL SERVICES TO TAKE ONE COURSE ENTITLED “EVALUATION IN SOCIAL WORK” MADE BY MR. ROCHE. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

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. ROCHE. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION: TO ADJOURN EXECUTIVE SESSION MADE BY MR. NICHOLS. SECONDED BY MR. ROCHE. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION: TO ADJOURN MADE BY MR. NICHOLS. SECONDED BY MR. ROCHE. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Wednesday, March 1, 2006 @ 9:00 a.m.**

**PLEASE SEND AGENDA ITEMS TO THE
CLERK OF THE LEGISLATURE'S OFFICE
NO LATER THAN NOON
Wednesday, February 22, 2006**

****SPECIAL HEALTH & EDUCATION COMMITTEE MEETING**
Friday, March 10, 2006 @ 1:00 p.m.**

STEBEN COUNTY HEALTH & EDUCATION COMMITTEE

Wednesday, March 1, 2006

9:00 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE: Kenneth E. Isaman, Chair Robert V. Nichols, Vice Chair David Stachnik

STAFF: Mark R. Alger Helen Brutsman John Zehr
Vicki Fuerst Nancy Smith Frederick H. Ahrens, Jr.

LEGISLATORS Philip J. Roche, Esq. Thomas J. McIntyre John Walsh

ABSENT: Lldon E. Jamison Gary D. Swackhamer

OTHER: Mary Perham, *The Leader*

I. CALL TO ORDER

Mr. Isaman called the meeting to order. He asked Mr. Stachnik to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE FEBRUARY 1, 2006 MEETING MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

III. DEPARTMENTAL REPORTS/REQUESTS

A. Public Health & Nursing Services

1. **Contracts** – Mrs. Fuerst requested authorization to increase the contract amount for David Cotelier, physical therapist, to \$62.50 per visit.

MOTION: AUTHORIZING PUBLIC HEALTH & NURSING SERVICES TO AMEND THE EXISTING CONTRACT WITH DAVID COTTELIER, PHYSICAL THERAPIST TO INCREASE HIS RATE TO \$62.50 PER VISIT MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

B. Special Children’s Services

1. **Contracts** - Mrs. Brutsman requested authorization to enter into contracts with Jessen Smith, Speech Pathologist and Shane Sargent, Occupational Therapist for Early Intervention. The rate is set by the State at \$70.00 for a regular session up to 59 minutes and over 1 hour; the rate is \$95.00 per hour.

MOTION: AUTHORIZING SPECIAL CHILDREN’S SERVICES TO ENTER INTO CONTRACTS FOR EARLY INTERVENTION WITH JESSEN SMITH, SPEECH PATHOLOGIST AND SHANE SARGENT, OCCUPATIONAL THERAPIST AT A RATE SET BY THE STATE MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

2. **Preschool Transportation** – Mrs. Brutsman requested authorization to bid preschool transportation for the 2006 – 2007 school year.

MOTION: AUTHORIZING SPECIAL CHILDREN’S SERVICES TO BID PRESCHOOL TRANSPORTATION FOR THE 2006 – 2007 SCHOOL YEAR MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Mr. Ahrens requested an executive session to discuss a provider of preschool transportation services.

C. Health Care Facility

1. **Year-end Report** – Mr. Zehr distributed a copy of his status report for review. He commented that with Medicare D they have received a 90-day extension from the Federal Government. This extension will allow the suppliers and providers to establish systems to meet our resident's needs in the most economical way. We are working with Omnicare as we would like to consolidate the residents that are enrolled in several plans.

Mr. Zehr informed the committee that they continued to work with Pike and SWBR on the design development for the project. Physical Therapy is the key to the future. We currently have a physical therapist who is working three to four hours per day. Mr. Zehr stated that he would like to establish a Director of Rehabilitation as he sees the facility having two, possibly three therapists down the road. The concept is we need to increase the size of the rehabilitation space in the new facility, which we have already done. The average rehabilitation patient we care for is considered to be at a high rehab level. Reimbursement for this level is approximately \$309 per patient day. As of January 1, 2006, nine new reimbursement categories have been added to the RUG's grouping. These new changes accommodate us by reimbursing for rehab services as well as medical complications of the resident. Our investigation of the therapy tub is still ongoing. Mr. Zehr commented that the Medicare Activity Report shows that rehab days increased from 2002. This is the direction we need to go in. Mr. Isaman asked how many levels of rehabilitation are there? Mr. Zehr replied there are several. There are nine categories up to where rehab begins. Once you get to rehab, there is mild, moderate, medium, high, very high and ultra. Reimbursement for an individual classified as very high is \$343 per patient day and ultra is \$439 per patient day.

Mr. Alger informed the committee that with regard to the project, next Friday they are finishing the design development and will be doing the design development estimates. This is the step just prior to doing the construction documents. This will provide us with much more detailed information. Mr. Nichols asked can you still make changes? Mr. Alger replied yes, but we are almost to the end of where you want to be changing things. Once they do the drawings for the bidding, you don't want to be doing a lot of additional changes. He commented that both the Health Care Facility and Jail projects don't have that many things that are discretionary. Mr. Zehr commented we put the therapy tub in as an alternative so if the funds are there, we will go forward. The tub will be in-ground and will have an adjustable floor. All the rehabs we get start out with minimum or partial weight bearing.

Mr. Isaman asked what is the census at the Facility? Mr. Zehr replied they have four empty beds, but will be getting one admission today. Currently they have 10 rehabs.

Mr. McIntyre asked has the State given final approval? Mr. Zehr replied not in writing. We received a call from the Finance Department of the Department of Health and they approved the financial numbers. Then the CON went to architecture and according to Mark Lyons, we are waiting to hear which individual will be overseeing our project. Mr. McIntyre asked if we don't have anything in writing, what do we do? Mr. Zehr replied it depends on whether we do an early construction. If we get an acknowledgement, we could go forward with the early site development without final approval. Mr. Alger commented, while they have approved the CON, they won't approve the final project until they look at the construction drawings. Part of what we are trying to get them to do is review the site work and the steel early so that we can bid early to start the project. In the next month we will be presenting these bids for approval. Having the fiscal sign off is important, as they have accepted the project financially.

D. Personnel

1. **Tuition Aid Request** – Mrs. Smith presented a tuition aid request for Kimberly Mason, Department of Social Services to take one course entitled "Evolution of Social Work". Mrs. Smith recommends approval of this request.

MOTION: APPROVING THE TUITION AID REQUEST FOR KIMBERLY MASON, DEPARTMENT OF SOCIAL SERVICES, TO TAKE ONE COURSE ENTITLED "EVOLUTION OF SOCIAL WORK" MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

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. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

IV. OTHER BUSINESS

Mr. Gehl commented that Public Health & Nursing Services can't be beat and they are great.

MOTION: TO ADJOURN MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Wednesday, April 5, 2006 @ 9:00 a.m.**

**PLEASE SEND AGENDA ITEMS TO THE
CLERK OF THE LEGISLATURE'S OFFICE
NO LATER THAN NOON
Wednesday, March 29, 2006**

STEBEN COUNTY HEALTH & EDUCATION COMMITTEE

Special Meeting

Friday, March 10, 2006

1:30 p.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE: Kenneth E. Isaman, Chair Robert V. Nichols, Vice Chair Philip J. Roche, Esq.

STAFF: Mark R. Alger Gregory P. Heffner John Zehr
James Gleason Helen Brutsman Frederick H. Ahrens, Jr.
David English

LEGISLATORS: Thomas J. McIntyre

ABSENT: Lldon E. Jamison David Stachnik Gary D. Swackhamer

OTHER: Mark Lyons, SWBR
Rob Simonetti, SWBR
Mike Flannery, Pike
Mike Norton, Pike
Mary Perham, *The Leader*

I. CALL TO ORDER

Mr. Isaman called the meeting to order at 1:30 p.m.

II. DEPARTMENTAL REPORTS/REQUESTS

A. Special Children's Services

1. **Preschool Transportation** – Mr. Ahrens, stated last week they came to an agreement with Student Transportation of America to terminate their contract, effective, March 10, 2006. They also executed an agreement with A&E Transport which will begin Monday, March 13, 2006.

MOTION: RATIFYING THE ACTIONS OF THE COUNTY ATTORNEY AND THE DIRECTOR OF SPECIAL CHILDREN'S SERVICES TO TERMINATE THE AGREEMENT WITH STUDENT TRANSPORTATION OF AMERICA EFFECTIVE MARCH 10, 2006 AND EXECUTING AN AGREEMENT WITH A&E TRANSPORT EFFECTIVE MARCH 13, 2006 MADE BY MR. NICHOLS. SECONDED BY MR. ROCHE. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

B. Health Care Facility

1. **Review of Design** – Mr. Alger informed the committee that they are here today to go through the current status of the project. We have virtually completed design development. Today we are looking for authorization to go forward with the bidding. One consideration is where we are with the Department of Health. As of yesterday, we were told that the project was approved and a letter will be faxed to us Monday. He thanked Mr. Lyons for pushing that through. Today we will present to you a number of things about the project and will present the current status of the budget.

Mr. Alger stated the construction drawings were shipped to the State and began the process of the bidding components. At this point we waffled back and forth as to doing an early site package. We are not sure that we want to, but we may still. We will look at the drawings to see time wise, if it makes sense to go out and do that. Overall, the project is coming together fairly well. We have held several meetings and reviewed the plans, drawings, equipment needs, etc. We are getting to the point where we can nail down the construction drawings. This will be the much more detailed phase. Once we have the drawings completed, they will be sent to Pike

where they will do a very detailed takeoff and come back with cost estimates. This will be the last critical review before the bidding.

Mr. Simonetti of SWBR reviewed the floor plans with the committee. He stated the ground floor will include a physical therapy suite with the option of a therapy tub and there will also be a separate entrance to that portion. The first floor will also include the administrative offices, utility service areas and two elevators. One of those elevators will open on both sides to allow maximum use by staff. The first floor will contain a 40-bed unit as well as a short-term rehabilitation unit. The rooms are much more code compliant and more generous. There will be a tub room in each wing and will include the option of a lift system. As an add alternate, we are talking about having five bariatric rooms and five single rooms with showers. We also have two respite beds. Mr. Simonetti stated the second floor will have a 40-bed unit that is located directly above the 40-bed unit located on the first floor.

Mr. Nichols asked what will happen if we decide to expand? Mr. Lyons replied the thought was that you could add 13 beds to the existing 27-bed unit heading west. This addition would be on the same level as the second floor, which would allow the expansion of some ground level floor space. This would entail demolition of a portion of the existing nursing home. This would address the larger issue of staff efficiencies, as there would be three 40-bed units. Mr. Alger commented the other option is to go up and tear off the roof of the existing 25-bed unit. Either way will be expensive. By demolishing a portion of the existing building, you don't impact operations as much and it is a better option. With regard to the current facility, the area that you would be demolishing is the end of the building where the storage room and old laboratory are. Mr. Nichols commented it is still to be determined what we are doing with that building. Mr. Lyons commented vertical expansion is ultimately not something you would be happy with.

Mr. Lyons informed the committee that they are not going with a peaked roof. He commented that in nursing homes, they tend to smell like nursing homes and air ventilation is a huge issue. In the aerial view of the facility he pointed out the various rooftop ventilation systems and explained that there would be a screen so that these systems would not be seen from the ground. They will be constructing the entire building in brick, but will be using two different colors to help break up the mass of the building. The use of gables will help to form residential character.

Mr. Isaman asked what will be the square footage? Mr. Lyons replied the facility will be 85,000 square feet. Mr. Isaman asked the most expensive way to build is by using brick? Mr. Simonetti replied yes, but it is tried and true and there is less maintenance. Mr. Nichols asked this will be a no-lift facility? That's one of the goals we have talked about. We are trying to lessen injuries and lower worker's compensation. Mr. Lyons replied they have a \$160,000 line item for the lifts under the fixed equipment line item. Mr. Nichols asked the structure of the building will be designed to handle the lifts? Mr. Lyons replied yes. There will be steel beams in this building. The plan is to include the lifts in the residential rooms and barriatric rooms. We are not planning on putting them in the short-term rehabilitation rooms. Mr. Nichols commented that he would like to see them in most of the places. Mr. Alger stated the lifts will be located in the tub rooms.

Mr. Lyons explained the room layout to the committee. In the double rooms, there will be a wall between the two beds. Each person will have a window and will share the area in front of the bathroom. Each section of the room can be closed with a curtain. There will be television hookup, telephone hookup and wiring for computers. Within the toilet room, each resident will have their own medicine cabinet. Code mandates that you give each resident lockable storage and we typically provide that in the nightstand. The rooms are larger than the code minimum. We had to design to allow for a five-foot wheelchair turning radius.

Mr. Flannery reviewed the budget project summary with the committee. He stated Pike's estimate for construction is \$15,111,142 and the estimated soft costs per the Department of Health schedule 8B are \$4,598,858 bringing the total cost to \$19,710,000. Mr. Lyons commented we have an allowance of \$600,000 for furniture. That includes the major movables that will go into the building. Mr. Roche asked are the alternates taken out? Mr. Lyons replied they have \$500,000 for the roof screen. They have work to do. They have looked at the ability to leave the landscaping as a potential alternate. That may roll back in when the bids come back. We will look at the ability to do two finish schedules, a high-level and a mid-level. Establishing alternates is what we will be doing over the next five weeks. They will give us a base building that meets codes and functions and then we will

look at alternates. Mr. Roche asked are you going to bid the brick points on the roof? Mr. Lyons replied they are trying to fine tune the screen system and peaks as they are providing the facility with a home-like look. Mr. Alger commented one of the things we are trying to do is build in enough options to make sure the project is doable. This gives us flexibility to award the project.

Mr. Flannery informed the committee that the association of general contractors did a report and the market is in the 9 – 11 percent range. For every item we take off, we have a subcontractor price it. You are seeing the real world numbers. Mr. Lyons explained the numbers last May were pre-Katrina. The alternates are the last things you do in the project. Mr. Alger commented we are trying to make sure that we have enough flexibility in the budget and prioritize things you may want, but don't need to have. Mr. Flannery stated that they anticipate the bid package by May 30th. The Jail is bidding May 9th. The contractors will attack this job and these numbers. You will have a committee meeting on June 7th and that will give us some time to find the low bidder and come back with the presentation on the low two or three bidders. The construction phase will be June 2006 – October 2007. Training on the nurse call system, doors, security, etc. will be held October 2007 – November 2007. We anticipate moving the residents into the new facility by Thanksgiving 2007.

Mr. Alger requested permission to go forward with the bidding. Prior to the bids going out, we will bring back the construction estimates. Mr. Flannery stated there would be a 30-day notification before the bid, which would be the week of April 10th – 15th. Mr. Alger stated you will have a list of the alternates and will see those before the bids go out. Mr. Flannery commented when you accept the bidder, you accept the alternates. Mr. Isaman asked because of the Jail project taking place at the same time, is three weeks to bid adequate time? Mr. Flannery replied that will be plenty of time.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO MOVE FORWARD WITH THE BIDDING ON THE NEW HEALTH CARE FACILITY PROJECT MADE BY MR. ROCHE. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION: TO ADJOURN MADE BY MR. ROCHE. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

STEBEN COUNTY HEALTH & EDUCATION COMMITTEE

Wednesday, April 5, 2006

9:00 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE: Kenneth E. Isaman, Chair Robert V. Nichols, Vice Chair Lldon E. Jamison
David Stachnik Gary D. Swackhamer

STAFF: Mark R. Alger Gregory P. Heffner John Zehr
Robert W. Anderson, Ph.D. Helen Brutsman Vicki Fuerst
David English Frederick H. Ahrens, Jr.

LEGISLATORS: Philip J. Roche, Esq. Francis L. Gehl Thomas J. McIntyre
John Walsh

OTHER: Mary Perham, *The Leader*

I. CALL TO ORDER

Mr. Isaman called the meeting to order at 9:00 a.m. He asked Mr. Stachnik to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE MARCH 1, 2006 MEETING MADE BY MR. STACHNIK, SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0. (MR. JAMISON ABSENT FOR VOTE)

III. DEPARTMENTAL REPORTS/REQUESTS

- A. Special Children's Services
1. **Annual Report** - Mrs. Brutsman distributed copies of their 2005 annual report. She reported that they no longer are doing the orthodontic **screening clinic**.
 2. **Contracts** – Mrs. Brutsman informed the committee that BOCES has offered to provide physical therapy services at Jasper-Troupsburg School. She requested authorization to enter into a contract with BOCES for related services for preschool at a rate of \$60.00 per session.

MOTION: AUTHORIZING SPECIAL CHILDREN'S SERVICES TO ENTER INTO A CONTRACT WITH BOCES FOR RELATED SERVICES FOR PRESCHOOL MADE BY MR. SWACKHAMER. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 4-0. (MR. JAMISON ABSENT FOR VOTE)

3. **Child Psychologist** – Mrs. Brutsman stated they have been having a hard time getting child psychologists that work with children. She has talked with Dr. Anderson about the possibility of Community Services providing some of those services. Dr. Anderson stated that he and Mrs. Brutsman have discussed this and what they would like is the committee's recommendation that we look at this and see if it is viable for Community Services to provide these services for the County. We have psychologists, however, the extent of this work is one full-time employee. The question is, is it more advantageous to go with a County employee or contract these services out.

Mrs. Brutsman commented that they are paying a psychologist \$150.00 per hour to travel from Rochester to Geneseo. She doesn't know what the charge would be to come this far. Strong Memorial Hospital has some psychologists if we can guarantee so many students. We do have a lot of children with behavioral problems and with autism.

Mr. Alger stated there is no easy solution. He thinks that what Dr. Anderson is suggesting probably is the way to go. We need to look at what we have, the demand and look at what would be the most cost effective. If we send them out of county, it will be much more expensive.

MOTION: AUTHORIZING SPECIAL CHILDREN'S SERVICES AND THE OFFICE OF COMMUNITY SERVICES TO LOOK INTO THE COSTS OF PROVIDING CHILD PSYCHOLOGY SERVICES FOR CHILDREN THROUGH THE COUNTY OR BY CONTRACT MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 4-0. (MR. JAMISON ABSENT FOR VOTE)

B. Office of Community Services

1. **Mental Health Month/Agency Anniversary** – Dr. Anderson informed the committee that they are planning to have a proclamation at the next Board meeting which will proclaim May as Mental Health month and that will also acknowledge the agency's 40th anniversary. They are planning to have a small celebration and he would like as many of the committee members to attend that possibly can. The celebration will be held immediately after the May 3, 2006 Health & Education Committee meeting from 11:30 a.m. – 1:30 p.m. They would like to have a ceremony at 12:30 p.m. to recognize Dr. Feuchtwanger, who started mental health services in the County. The celebration will be held on the ground floor, in the Children & Youth lobby.

MOTION: PROCLAIMING MAY AS MENTAL HEALTH MONTH AND CELEBRATING THE OFFICE OF COMMUNITY SERVICES' 40TH ANNIVERSARY MADE BY MR. JAMISON. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Training** – Dr. Anderson stated they have a grant through DSS for specialized training for Children and Youth staff. The grant money needs to be expended by June 2006. A training on crisis intervention is being offered June 12, 2006 – June 16, 2006. The cost for the training includes meals, miles and possibly an overnight and will be covered through the grant. In order for us to provide the services that DSS has asked us for, we need to send someone to this workshop. The training will be in Orfield, PA and they would like to send one psychologist and one social worker.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO SEND ONE PSYCHOLOGIST AND ONE SOCIAL WORKER TO A TRAINING IN ORFIELD, PA DURING THE WEEK OF JUNE 12, 2006 – JUNE 16, 2006 MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

3. **Computers** – Dr. Anderson requested authorization to purchase two desktop computers and software. He spoke with Mr. Peaslee about this and it is okay to charge these to the Mental Health capital project as the Anasazzi billing software mandates these purchases. The total cost is \$24,000.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO PURCHASE TWO DESKTOP COMPUTERS WITH SOFTWARE FOR A TOTAL COST OF \$24,000 OUT OF THE MENTAL HEALTH CAPITAL PROJECT MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK.

Mr. Stachnik asked if in the future it would be possible to go to wireless? Mr. Alger replied the billing software is hardwire and run by servers through the network. For billing systems, going wireless presents some real challenges. He would not recommend wireless at this point.

VOTE ON PREVIOUS MOTION: ALL BEING IN FAVOR. MOTION CARRIES 5-0.

4. **Software** – Dr. Anderson informed the committee that they have been contracting for transcription and have been paying \$20,000 per year. He talked with Mr. Peaslee who analyzed software and suggested that we might want to look at purchasing the Dragon System. This is a voice activated medical self-transcription software. We would like to try this with one of the psychiatrists to see if it works. The cost to purchase is \$1,000. If this works we will see a significant cost savings over a couple of years.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO PURCHASE DRAGON SOFTWARE, A MEDICAL SELF-TRANSCRIPTION PROGRAM, FOR ONE OF THE STAFF PSYCHIATRISTS AT A COST OF \$1,000 MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

5. **Summer Help** – Dr. Anderson requested authorization to renew a contract they used last year for summer help. Mr. Isaman asked how many individuals did you contract with last year? Dr. Anderson replied three, and one of those was through Americorps.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO RENEW THEIR CONTRACT FOR SUMMER HELP MADE BY MR. SWACKHAMER. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

C. Health Care Facility

1. **Contract** – Mr. Zehr requested authorization to contract with University Radiology Associates of Rochester.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO ENTER INTO A CONTRACT WITH UNIVERSITY RADIOLOGY ASSOCIATES OF ROCHESTER MADE BY MR. SWACKHAMER. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Mr. Zehr requested authorization to renew their contract with Pest Solutions.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO RENEW THEIR CONTRACT WITH PEST SOLUTIONS MADE BY MR. NICHOLS. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Dr. Kundlas** – Mr. Zehr informed the committee that Dr. Kundlas has expressed an interest in following patients at the facility. We are in the process of credentialing him and when that is completed he will be working in conjunction with Dr. Cranmer.

3. **Preferred Care/BCBS Contract Update** – Mr. Zehr informed the committee that the Preferred Care/BCBS contract has been established and they are getting what Medicare pays.

4. **Medicare D** – Mr. Zehr stated they continue to work with this. They are looking at every drug every resident is on and finding out which PDP is the best and meeting with the residents to see if they would be willing to change their plan.

5. **Software** – Mr. Zehr stated that they have put an RFP together with Mr. Peaslee for software for the facility. We are looking at a long-term care package which would cover resident funds, accounts payable, demographics as well as clinical applications. He anticipated bringing this to committee in mid-summer.

6. **QA Report** – Mr. Zehr informed the committee that they received their QA Report and it explains the increase in the Medicare days that they have had. In 2005, of the admissions total, 50 percent were rehabs and that is the direction that we will continue to go in.

7. **Personnel** – Mr. Zehr requested the committee to approve a Rehabilitation Services Director position. Eventually that individual would oversee all forms of rehab. This is the starting block that we need to get going as we are maxed out. He stated they received a resignation letter from their physical therapist and that individual will be working through May. We will need to fill that position and he would like to make that a management position. Mr. Zehr commented the big attraction for hiring is the 4,000 square foot space we will have in the new facility. The market is very tight right now. He has met with Mr. Biehl to talk about the salary ranges for this position.

Mr. Swackhamer asked will this be a working position? Mr. Zehr replied yes. Other physical therapy positions will fall in under this direction. Those would be union positions. Mr. Nichols asked would this position be union? Mr. Zehr replied, no it will be management.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO RECLASSIFY A PHYSICAL THERAPIST POSITION TO A DIRECTOR OF REHABILITATION SERVICES POSITION MADE BY MR. STACHNIK. SECONDED BY MR. SWACKHAMER.

Mr. Nichols asked is this a 16B position? Mr. Alger replied one of the questions is what kind of staff is approved for the facility for physical therapy. Mr. Zehr stated they have three aides and one approved physical therapist position. Mr. Alger stated you will be reclassifying one of those existing positions to the director's job. This will still require presentation to the full board. The other issues, is ultimately we will see some additional staffing needs in the department.

VOTE ON PREVIOUS MOTION: ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

Mr. Zehr stated that with the rehabilitation component, he is also requesting the addition of a case management position. With the increase in our admissions, over half are one month or less. The system is changing from long-term care to much more acute, rapid turn around with the residents. He feels that it is important that they have a case management position on board for the 25-bed unit. There is a large scope of services to be addressed. This would be a new position. Mr. Zehr commented that he has not yet to filled the Admissions Coordinator position. That is still on the books and is not being used.

Mr. Alger asked what is the timeframe that you are looking at? Mr. Zehr replied that he would like to move with this as soon as possible. Mr. Alger commented you will need a waiver by the Board if you pursue this now. That will require 15 affirmative votes. The other route would be to submit and request the position for next year. Mr. Swackhamer suggested that he submit his request for next year.

Mr. Alger stated the other option would be to look at what other position you could use to reclassify to this position? Mr. Zehr commented that he could reclassify the Admissions Coordinator, but in all fairness, we may need an admissions position down the road. Mr. Alger asked which do you need this year? Mr. Zehr replied we need the physical therapist. Mr. Alger asked do you need the Admissions Coordinator or Case Management position this year? Mr. Zehr replied he would need the case management position for admissions. Mr. Alger stated if it is a vacant position, we can change the title of the position to more appropriately fit the needs.

Mr. Ahrens asked does this need to go to Administration and the Full Board? We won't be able to get it done this month. Mr. Alger replied if it is a reclassification down, it may not require a board resolution.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO MOVE FORWARD WITH THE RECLASSIFICATION OF A VACANT ADMISSIONS COORDINATOR POSITION TO A POSITION TITLE TO BE DETERMINED BY THE PERSONNEL OFFICER AND THE HEALTH CARE FACILITY ADMINISTRATOR MADE BY MR. STACHNIK. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

8. **Fiscal Audit/State Survey** – Mr. Zehr informed the committee that this week they have the fiscal audit as well as the State survey. There are some issues with the roller latch doors. We were told how to respond to that deficiency in light of the fact that we are building a new facility.

9. **Reimbursement** – Mr. Zehr stated there is a new reimbursement methodology, which was passed in the budget that would give a lot of relief to all of the nursing homes and county facilities. There are three years of grants in the amount of \$33 million, \$66 million and \$100 million. The base year will be from 1983 – 2002. Mr. Alger commented this is a big issue. We should see \$250,000 - \$300,000 this year. Last year we saw \$850,000 and that was a major boost in revenue. The other issue is we have been talking with Senator Winner's office regarding the wage equalization factor. In the budget bill they inserted a hold harmless clause so we would not be negatively impacted by that adjustment. This will also have a major impact on us. After we start the new facility, the cap will be removed and that will help our rate.

Mr. Swackhamer asked is this something we would have gotten anyway? Mr. Zehr replied to go through the project, you would be rebased. They take it back to 1983 and then trend the cost forward and that is how they increase the existing rate. When we complete the project, then they will go back to 2002 and that will have a positive impact on us. Mr. Alger commented they are rebasing everyone at the same time. The first year of operation for the new facility will become the base year for the future. When you are finished with the first year of operation, the base year will change again. We will have bigger advantage with a new facility.

10. **Project Update** - Mr. Alger stated the bids will go out in the beginning of May and the awards will be the first week of June. At this point, they are doing the construction drawings.

D. Public Health & Nursing Services

1. **Budget Transfer** – Mrs. Fuerst informed the committee that their bioterrorism specialist who was a county employee has left and has now been replaced with a consultant. She requested authorization to transfer that money from county line items to the contractual line item.

MOTION: AUTHORIZING PUBLIC HEALTH & NURSING SERVICES TO TRANSFER A TOTAL OF \$53,881.00 FROM COUNTY EMPLOYEE LINE ITEMS TO THE CONTRACTUAL LINE ITEM MADE BY MR. SWACKHAMER. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Contract** – Mrs. Fuerst requested authorization to enter into a contract with Kari Snyder for physical therapy services at a rate of \$60.00 per visit.

MOTION: AUTHORIZING PUBLIC HEALTH & NURSING SERVICES TO ENTER INTO A CONTRACT WITH KARI SNYDER, PHYSICAL THERAPIST AT A RATE OF \$60.00 PER VISIT MADE BY MR. SWACKHAMER. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

E. Personnel

1. **Tuition Aid Request** – Mr. Biehl presented a tuition aid request for Carol Whitehead, Deputy Treasurer, for a course entitled “Quality Management in Public Administration”. He recommended approval of this request.

MOTION: APPROVING THE TUITION AID REQUEST FOR CAROL WHITEHEAD, DEPUTY TREASURER, TO TAKE A COURSE ENTITLED “QUALITY MANAGEMENT IN PUBLIC ADMINISTRATION” MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

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 AND ARTICLE 7§ 105.1.H. THE PROPOSED ACQUISITION, SALE OR LEASE OF REAL PROPERTY OR THE PROPOSED ACQUISITION OF SECURITIES, OR SALE OR EXCHANGE OF SECURITIES HELD BY SUCH PUBLIC BODY, BUT ONLY WHEN PUBLICITY WOULD SUBSTANTIALLY AFFECT THE VALUE THEREOF MADE BY MR. STACHNIK. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. NICHOLS. SECONDED BY MR. JAMISON. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: TO ADJOURN MADE BY MR. SWACKHAMER. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Wednesday, May 3, 2006 @ 9:00 a.m.**

**PLEASE SEND AGENDA ITEMS TO THE
CLERK OF THE LEGISLATURE'S OFFICE
NO LATER THAN NOON
Wednesday, April 26, 2006.**

STEBEN COUNTY HEALTH & EDUCATION COMMITTEE

Special Meeting

Monday, April 24, 2006

9:30 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE:	Kenneth E. Isaman, Chair	Robert V. Nichols, Vice Chair	Lldon E. Jamison
STAFF:	Mark R. Alger John Zehr	Robert W. Anderson, Ph.D.	David English
LEGISLATORS	DeWitt T. Baker, D.V.M. Thomas J. McIntyre	Francis L. Gehl John Walsh	Patrick F. McAllister
ABSENT:	David Stachnik	Gary D. Swackhamer	

I. CALL TO ORDER

Mr. Isaman called the meeting to order at 9:30 a.m.

II. DEPARTMENTAL REPORTS/REQUESTS

A. Office of Community Services

1. **40th Anniversary Funding Request** – Dr. Anderson requested authorization to spend approximately \$850.00 on their 40th Anniversary celebrations. They will be purchasing mugs for all of the employees, which will be distributed at their annual meeting. The cost of the mugs will be \$575.00. The remaining money will be used to purchase plaques and small refreshments for the ceremony that will be held on Wednesday, May 3, 2006 at 12:30 p.m.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO SPEND UP TO \$850.00 FOR MISCELLANEOUS ITEMS RELATED TO THE 40TH ANNIVERSARY CELEBRATIONS, WITH \$575.00 BEING SPENT ON MUGS FOR ALL EMPLOYEES MADE BY MR. JAMISON. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION: TO ADJOURN MADE BY MR. JAMISON. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

STEBEN COUNTY HEALTH & EDUCATION COMMITTEE

Wednesday, May 3, 2006

9:00 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE: Kenneth E. Isaman, Chair Robert V. Nichols, Vice Chair Lldon E. Jamison
David Stachnik Gary D. Swackhamer

STAFF: Mark R. Alger Gregory P. Heffner Chris Congdon
Helen Brutsman Robert W. Anderson, Ph.D. John Zehr
David English Robert F. Biehl Nancy Smith
Frederick H. Ahrens, Jr.

LEGISLATORS: Philip J. Roche, Esq. Thomas J. McIntyre

OTHER: Mary Perham, *The Leader*

I. CALL TO ORDER

Mr. Isaman called the meeting to order at 9:00 a.m. He asked Mr. Stachnik to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE APRIL 5, 2006 AND APRIL 24, 2006 MEETINGS MADE BY MR. JAMISON. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0. (MR. SWACKHAMER ABSENT FOR VOTE)

III. DEPARTMENTAL REPORTS/REQUESTS

A. Public Health & Nursing Services

1. **Contracts** – Ms. Congdon requested authorization to enter into contracts with Kelly Littlefield and Dr. Mark Negrotto for physical therapy. She commented the rate for Dr. Negrotto is a little higher as he has his doctorate.

MOTION: AUTHORIZING PUBLIC HEALTH & NURSING SERVICES TO ENTER INTO A CONTRACT WITH KELLY LITTLEFIELD, PHYSICAL THERAPIST AT A RATE OF \$62.00 PER VISIT AND DR. MARK NEGROTTO, PHYSICAL THERAPIST AT A RATE OF \$67.00 PER VISIT MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0. (MR. SWACKHAMER ABSENT FOR VOTE)

B. Special Children's Services

1. **Contracts** – Mrs. Brutsman requested authorization to enter into a contract for Early Intervention with Sheila Palmiter, Special Education Teacher. The rate is set by the State at \$70.00 for a basic session and \$98.00 for an extended session.

MOTION: AUTHORIZING SPECIAL CHILDREN'S SERVICES TO ENTER INTO A CONTRACT FOR EARLY INTERVENTION WITH SHEILA PALMITER, SPECIAL EDUCATION TEACHER AT A RATE SET BY THE STATE AT \$70.00 FOR A BASIC SESSION AND \$98.00 FOR AN EXTENDED SESSION MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0. (MR. SWACKHAMER ABSENT FOR VOTE)

2. **Preschool Contracts for 2006 – 2007 School Year** – Mrs. Brutsman requested authorization to renew contracts with all preschool related services providers and for preschool transportation. She commented

that currently the rates for Teacher of Hearing Impaired, Teacher of the Visually Impaired, Occupational Therapy, Physical Therapy, Orientation and Mobility, Speech Therapy and Counseling Services is \$60.00 per session up to one hour. She requested increasing that rate to \$65.00 per session up to one hour.

MOTION: AUTHORIZING SPECIAL CHILDREN'S SERVICES TO RENEW ALL EXISTING CONTRACTS FOR PRESCHOOL RELATED SERVICES PROVIDERS FOR 2006 – 2007 AND INCREASING THE RATE FOR TEACHER OF THE HEARING IMPAIRED, TEACHER OF THE VISUALLY IMPAIRED, OCCUPATIONAL THERAPY, PHYSICAL THERAPY, ORIENTATION AND MOBILITY, SPEECH THERAPY AND COUNSELING SERVICES FROM \$60.00 PER SESSION UP TO ONE HOUR TO \$65.00 PER SESSION UP TO ONE HOUR AND RENEWING PRESCHOOL TRANSPORTATION SERVICES FOR 2006 – 2007 MADE BY MR. SWACKHAMER. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

3. **Informational** – Mrs. Brutsman informed the committee that they also have their agreements with the parents and/or grandparents who transport their own children.

C. Office of Community Services

1. **Budget Transfer (STEP – Road to Recovery Program)** – Dr. Anderson requested authorization to accept and appropriate \$64,060 from OASAS to increase the Alcohol and Substance Abuse Services clinical budget for the STEP – Road to Recovery program. This is money that we have received in conjunction with the District Attorney's Office so that we can provide case management services to the felons that they refer to us.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO ACCEPT \$64,060.00 IN FUNDING FROM OASAS AND APPROPRIATING INTO THE ALCOHOL AND SUBSTANCE ABUSE SERVICES CLINICAL BUDGET FOR THE STEP – ROAD TO RECOVERY PROGRAM MADE BY MR. JAMISON. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Budget Transfer (Kinship Family & Youth Services)** – Dr. Anderson requested authorization to accept \$34,700 in funding from OASAS to pass through to Kinship Family & Youth Services.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO ACCEPT \$34,700.00 IN FUNDING FROM OASAS AND APPROPRIATING TO KINSHIP FAMILY & YOUTH SERVICES MADE BY MR. SWACKHAMER. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

3. **Personnel** – Dr. Anderson reported that back in January or February, we had talked about two programs that we were doing in conjunction with the Department of Social Services. Those programs were MATS (Managed Addiction Treatment Services) and SNAC (Safety Net Alcohol Counseling). He requested authorization to activate the three zero-based CASAC positions that they had put into the budget last year as now the money for those programs has been accepted and appropriated.

MOTION: AUTHORIZING THE ACTIVATION OF THREE, ZERO-BASED CASAC POSITIONS WITHIN THE OFFICE OF COMMUNITY SERVICES FOR THE MATS (MANAGED ADDICTION TREATMENT SERVICES) AND SNAC (SAFETY NET ALCOHOL COUNSELING) PROGRAMS MADE BY MR. STACHNIK. SECONDED BY MR. JAMISON.

Dr. Anderson commented that the Commissioner of Social Services has indicated that they may not need to activate the position for the SNAC program as a CASAC, but may be just as well served with a Social Work Assistant which is a grade lower than a CASAC. This is something that we are looking at. He is requesting approval as the STEP – Road to Recovery Program needs to be operational by June 1, 2006.

VOTE ON PREVIOUS MOTION: ALL BEING IN FAVOR. MOTION CARRIES 5-0.

4. **Planning** – Dr. Anderson stated in years past, this committee has allowed them to contract with individuals to do additional planning. In the past, the cost to do that was between \$600 and \$800. This year, CCSI in Monroe County has been given the data from the Department of Health and OASAS and have come up with a program for each of the counties. He doesn't know the actual cost, but he expects that it will be

approximately \$1,500. This would make the planning documents much more germane because it will be the most up-to-date data. He requested authorization to contract with planning consultants for no more than \$800 and to purchase the software from CCSI for \$1,500.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO CONTRACT WITH INDIVIDUALS FOR PLANNING NOT TO EXCEED \$800.00 AND TO ALSO PURCHASE SOFTWARE FROM CCSI WHICH WILL HELP WITH THE PLANNING PROCESS AT A COST OF \$1,500.00 MADE BY MR. STACHNIK. SECONDED BY MR. JAMISON. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

5. **40th Anniversary Open House** – Dr. Anderson reminded the committee that they will be holding their anniversary ceremony at 12:30 p.m. today and he hoped that as many attend as were possible.

D. Health Care Facility

1. **Department of Health Survey** – Mr. Zehr reported that two weeks ago they had their survey. They ended up with three deficiencies, one of which is a Level E. He explained that if you have a Level G or higher, then you get into having to pay fines. The average nursing home receives eight deficiencies and the most we have received since he has been here have been three. The first deficiency was that we did not have a DNR in a patient's chart, even though the staff knew about it. The second deficiency was an incomplete investigation by our staff into an incident that occurred in January. This is the deficiency that was rated a Level E, however, since the State found no issues with that incident, he thinks that he could challenge it. The last deficiency related to not having appropriate and timely dental visits. Mr. Zehr stated our issues were with documentation. The State was very impressed with the quality of care and one of the challenges has been that the rehabs have been turning over so quickly. We submitted our plan of correction on April 27, 2006 and the State has accepted it.

Mr. Zehr stated that with regard to life safety issues, we have been issued a waiver for the undersized rooms and for the walls not extending to the deck. We have submitted a waiver for door latches due to undue hardship with the construction of the new facility. He expects that will be approved.

2. **Older Americans Month** – Mr. Zehr announced that May is Older Americans Month. As part of the celebrations and activities for Older Americans Month they will be recognizing the week of May 6th – May 12th as National Nurse's Week, they will have an employee appreciation breakfast and on May 18th will have employee recognition at Rupert's in Hornell. During the course of the month there will be a variety of events for residents and employees.

3. **CON Update** – M. Zehr informed the committee that the drawings were made available to the contractors on May 2, 2006 and a copy of those drawings was submitted to the building inspector. The pre-bid walk through has been scheduled for May 12, 2006.

4. **Case Mix Adjustment** – Mr. Zehr reported that in February 2004 their CMI was 1.08 and in May 2005 the CMI was 1.25. Each point change in case mix translates to \$.834 per resident Medicaid Day. Our CMI has increased 16 points which equates to a \$14.80 per Medicaid day increase in reimbursement. The staff is doing an excellent job.

5. **Personnel** – Mr. Zehr stated that he met with Mr. Alger and Mr. Biehl regarding the reclassification of Physical Therapist to a Director of Rehabilitation Services and the addition of a Nursing Rehabilitation Manager position. Mr. Biehl will be presenting the salary scenarios for these positions at the Administration Committee meeting. The concept looks good and he is very excited to move forward. Mr. Zehr commented that they need to reclassify the Admissions Coordinator position to a Nursing Rehabilitation Manager position. That will be a nurse position who will be overseeing the rehabilitation unit and will be responsible for admissions, discharges, etc.

Mr. Biehl stated that the Director of Rehabilitation Services would start in the lower \$70,000's and would be a management position Grade H or I, but would be paid off the schedule. The Nursing Rehabilitation Manager position would be one grade above a registered nurse, Grade K on the Health Care Facility scale. That would equate to approximately \$40,000.

Mr. Swackhamer asked is the Director of Rehabilitation Services going to be a working position? Mr. Zehr replied yes, they will be very busy. As we continue to improve, then he will come back and talk about the possibility of adding additional staff.

MOTION: APPROVING THE RECLASSIFICATIONS OF A PHYSICAL THERAPIST, GRADE XVIII TO DIRECTOR OF REHABILITATION SERVICES, MANAGEMENT GRADE H AND A SOCIAL WORK ASSISTANT, GRADE XII, TO NURSING CASE MANAGER FOR SHORT-TERM REHABILITATION SERVICES, HEALTH CARE FACILITY GRADE K AND REFERRING TO THE ADMINISTRATION COMMITTEE FOR THEIR REVIEW AND APPROVAL MADE MR. SWACKHAMER. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

6. **Long Term Care Computer Software** – Mr. Zehr requested authorization to put out a Request for Proposal for long-term care computer software. He stated that he has allocated \$100,000 in the budget. He is thinking that it will probably be \$60,000 - \$70,000 for the software and an additional \$10,000 - \$15,000 for additional hardware.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO PUT OUT A REQUEST FOR PROPOSAL FOR LONG-TERM CARE COMPUTER SOFTWARE MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

7. **Bid Opening** – Mr. Alger informed the committee that the Jail bids will be opened on May 11, 2006 and the Health Care Facility bids have been scheduled to be opened on June 1, 2006.

Mr. Nichols asked did the architects straighten out the roof design? Mr. Alger replied the mansards will go into the bid a couple of different ways. We can make it part of the whole package or we can have it as an option. This will allow us some flexibility. We will talk to the architect to see if we can't get a computer view from ground level to see what you would be able to see if we didn't have the mansards. You will still have the peaks and the mansards would be behind those. Even without the mansards, you will still get the design concept.

MOTION: TO ADJOURN MADE BY MR. JAMISON. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Wednesday, June 7, 2006 @ 9:00 a.m.**

**PLEASE SEND AGENDA ITEMS TO THE
CLERK OF THE LEGISLATURE'S OFFICE
NO LATER THAN NOON
Wednesday, May 31, 2006.**

STEBEN COUNTY HEALTH & EDUCATION COMMITTEE

Special Meeting

Monday, May 22, 2006

9:00 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE: Kenneth E. Isaman, Chair Robert V. Nichols, Vice Chair Lldon E. Jamison
David Stachnik

STAFF: Mark R. Alger Henry W. Chapman, Psy.D. Helen Brutsman
James Gleason David English Robert F. Biehl

LEGISLATORS: DeWitt T. Baker, D.V.M. Donald B. Creath Patrick F. Donnelly
Dan C. Farrand Francis L. Gehl Thomas J. McIntyre
L. Ronald Nielsen John Walsh

ABSENT: Gary D. Swackhamer

OTHER: Mary Perham, *The Leader*

I. CALL TO ORDER

Mr. Isaman called the meeting to order at 9:00 a.m.

II. DEPARTMENTAL REPORTS/REQUESTS

A. Special Children's Services

1. **Preschool Transportation Bids** – Mrs. Brutsman presented the bids for preschool transportation for the 2006 – 2007 school year. She recommended awarding the bids to the low bidders.

MOTION: AWARDING THE BIDS FOR PRESCHOOL TRANSPORTATION FOR THE 2006 – 2007 SCHOOL YEAR AS FOLLOWS: CONTRACT A TO LIVINGSTON/WYOMING ARC AT A RATE OF \$117.00 FOR 10-MONTH AND \$117.00 FOR THE SUMMER; CONTRACT B TO A & E TRANSPORT SERVICES, INC., AT A RATE OF \$103.85 FOR 10-MONTHS AND \$119.85 FOR THE SUMMER; CONTRACT C TO TERPS ENTERPRISES AT A RATE OF \$35.85 FOR 10-MONTHS AND \$65.00 FOR THE SUMMER AND CONTRACT D TO A & E TRANSPORT SERVICES, INC., FOR A RATE OF \$109.91 FOR 10-MONTHS AND \$121.00 FOR THE SUMMER MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

B. Office of Community Services

1. **Annual Meeting** – Dr. Chapman informed the committee that on May 12, 2006 they held their annual staff training day at Rupert's. The cost was \$2,010 and an additional \$300 for a speaker. He requested authorization to pay a total of \$2,310 for the annual training day.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO PAY \$2,310 FOR EXPENSES RELATED TO THE ANNUAL STAFF TRAINING DAY MADE BY MR. STACHNIK. SECONDED BY MR. JAMISON. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: TO ADJOURN MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Respectfully Submitted by: Amanda L. Chapman, Senior Stenographer, Steuben County Legislature

STEBEN COUNTY HEALTH & EDUCATION COMMITTEE

Wednesday, June 7, 2006

9:00 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE: Kenneth E. Isaman, Chair Robert V. Nichols, Vice Chair Lldon E. Jamison
David Stachnik Gary D. Swackhamer

STAFF: Mark R. Alger Gregory P. Heffner Vicki Fuerst
John Zehr Robert W. Anderson, Ph.D. David English
Frederick H. Ahrens, Jr.

LEGISLATORS: Philip J. Roche, Esq. Thomas J. McIntyre John Walsh

OTHER: Andrew Roby, Law Department Intern
Mary Perham, *The Leader*

I. CALL TO ORDER

Mr. Isaman called the meeting to order at 9:00 a.m. He asked Mr. Stachnik to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE MAY 3, 2006 MEETING MADE BY MR. SWACKHAMER, SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0. (MR. JAMISON ABSENT FOR VOTE).

III. DEPARTMENTAL REPORTS/REQUESTS

A. Public Health & Nursing Services

1. **Contract** – Mrs. Fuerst requested authorization to enter into a contract with Sandy Hollar, physical therapist. The rate is \$63.00 per visit.

MOTION: AUTHORIZING PUBLIC HEALTH & NURSING SERVICES TO ENTER INTO A CONTRACT WITH SANDY HOLLAR, PHYSICAL THERAPIST AT A RATE OF \$63.00 PER VISIT MADE BY MR. SWACKHAMER. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Bird Flu** – Mrs. Fuerst distributed a handout of frequently asked questions regarding the bird flu. She stated that they will be going out to the schools and town board meetings to do education presentations for preparing for a pandemic. They currently have four individuals who are being trained to do the Power Point presentation.

Mr. Isaman stated that he would encourage the committee that if they know of any organizations, boards, etc. to have the presentation as it is very good and we need to be proactive. He stated that his township has already ordered surgical masks. Mrs. Fuerst commented that if there is a pandemic it will be too widespread for any one entity to be able to handle.

B. Office of Community Services

1. **Donations** – Dr. Anderson informed the committee that Karen Monroe lost her home to fire. They are taking donations to help Karen and her husband.

2. **Contracts** – Dr. Anderson requested authorization to enter into contracts with David Young and Michael Damiano to help with our planning. Mr. Young is doing the OASAS portion and Mr. Damiano is doing the mental health piece. What they will do is pull out statistics and analyze them. The total cost after all the pieces are done will be \$1,500.00.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO ENTER INTO CONTRACTS WITH DAVID YOUNG AND MICHAEL DAMIANO TO DO WORK ON THEIR PLANNING PROCESS MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

3. **Fire Alarm Service** – Dr. Anderson informed the committee that he just found out that once 911 took over, our building is no longer connected anywhere for alarm service. Previously we used to ring into the Bath Police Department. We will need to have a digital fire alarm connector. The connector is a one-time cost of \$495.00 and there will be an annual monitoring fee of \$330.00.

Mr. Alger explained we have fire alarm services for all of our other buildings. There is no automatic alarm service at 911. The alarm services dial 911. Mr. Jamison asked is there a point that we should be looking at investing in an alarm system for 911? Mr. Alger replied at some point the panel for Community Services will connect to the other system. The only hardware is on the buildings located in Bath. The outlying buildings would still have dialers.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO ENTER INTO A CONTRACT WITH FIRE ALARM SERVICES TECHNOLOGIES, INC. OF ELMIRA FOR ALARM SERVICES AT 115 LIBERTY STREET MADE BY MR. STACHNIK. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

4. **Budget Transfer** – Dr. Anderson requested authorization to accept an additional \$61,666 from HUD and to pass that money through to SCAP.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO ACCEPT AN ADDITIONAL \$61,666 FROM HUD AND ALLOCATING THOSE FUNDS TO SCAP MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

5. **Jail Population** – Dr. Anderson informed the committee that when the Jail expansion project is finished, there will be an increase in his budget. If you figure that 40 percent of people in the Jail need services of one kind or another, every time you add 100 inmates, you are adding 40 people to his caseload. This is an incredible problem for all counties in their jails because so many people are picked up that have minor problems, let alone the ones that have major problems.

C. Health Care Facility

1. **Awards Banquet** – Mr. Zehr announced that they held their annual employee awards banquet at Rupert's. Mr. Stachnik, Mr. Gehl and Mr. McIntyre were in attendance. They had originally budgeted \$1,300 and received a bill for \$1,101. He requested authorization to pay that amount.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO PAY \$1,101.00 TO RUPERT'S FOR THE EMPLOYEE AWARDS BANQUET MADE BY MR. STACHNIK. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Chaplin** – Mr. Zehr informed the committee that their Chaplin, Reverend Richard P. Doud will be leaving in June. Pastor Armstrong will be replacing him. There will be no change in the salary. He requested that Reverend Doud be recognized at the Legislative meeting for his service to the Health Care Facility.

3. **Vending** – Mr. Zehr distributed a handout showing that for the period January 2006 – May 2006 they have grossed \$9,000.00 since purchasing their own machines. That is compared to the \$40.00 per month that they used to receive when they contracted out the vending services.

4. **Annual Disaster Drill** – Mr. Zehr informed the committee that they participated in the annual disaster drill held at Elcor. We sent volunteers who acted as residents and then they came back to our facility with a diagnosis and we treated them. It went very well.

5. **Software** – Mr. Zehr reported the RFP has gone out and they will be doing a walk through on June 12, 2006. The bids will also be due on that date.

6. **Project Update** – Mr. Zehr reported that they allowed an extension until tomorrow for receipt of the bids. SWBR has reported that 100 sets of prints have been purchased for the project. The bids will be opened tomorrow, June 8, 2006 at 2:00 p.m.

7. **Audit** – Mr. Zehr announced that they will receive the preliminary report in July or August. We did have a loss of \$370,000. The actual operating loss of \$1.4 million was offset by the disadvantaged facilities fund and the IGT. With the rebasing with the project, and with the PRI which were not included in the audit, we will see an increase next year. Mr. Alger commented the other thing hanging is the funds for county homes in the State Budget. There is a million-dollar grant that is still pending. We will see what happens with that. The Legislature continues to work on it. Mr. Zehr commented they are talking about a general overhaul of reimbursement for long-term care. That is a separate bill. The million-dollar grant is for county facilities alone. The reworking of the methodology is for the entire industry.

8. **Personnel** – Mr. Zehr informed the committee that he is taking his request for the physical therapy position to the Administration Committee on June 13, 2006 for final approval. He is trying to get coverage for physical therapy services through the month of July, which is the soonest that we could get another therapist.

Mr. Nichols asked how many individuals are in the facility? Mr. Zehr replied the capacity is 104 today and they run 4 or 5 empty beds on average. We have seen our revenue increase \$500,000 over the last year which shows the number of Medicaid patients that we are taking. Mr. Zehr distributed an article which represents what we are doing with regard to rehabilitation and why.

Mr. Alger commented that the bids are being opened tomorrow and we will need to hold a special meeting before the Board Meeting. There will be a Special Legislative Meeting on June 13, 2006 and assuming that we review the bids between now and then, we could award them on that date. If they aren't reviewed by then, we will arrange something else. The project is going well and there has been a lot of interest. We extended the bid opening due to questions we received from contractors.

Mr. Isaman commented at some point we need to have a discussion regarding a study of the old facility. Mr. Heffner commented that is already in the works.

MOTION: TO ADJOURN MADE BY MR. NICHOLS. SECONDED BY MR. JAMISON. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Wednesday, July 5, 2006 @ 9:00 a.m.**

**PLEASE SEND AGENDA ITEMS TO THE
CLERK OF THE LEGISLATURE'S OFFICE
NO LATER THAN NOON
Wednesday, June 28, 2006.**

STEBEN COUNTY HEALTH & EDUCATION COMMITTEE

Special Meeting

Wednesday, June 21, 2006

11:00 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE:	Kenneth Isaman, Chair	Robert V. Nichols, Vice Chair	Lldon E. Jamison
STAFF:	Mark R. Alger David English	John Zehr Andrew Roby	James Gleason
LEGISLATORS:	Philip J. Roche, Esq.	Thomas J. McIntyre	John Walsh
ABSENT:	David Stachnik	Gary D. Swackhamer	
OTHER:	Mike Flannery, Pike Lynn Reagle, Pike		

I. CALL TO ORDER

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

II. DEPARTMENTAL REPORTS/REQUESTS

A. Health Care Facility

1. **Health Care Facility Project** – Mr. Alger informed the committee that they received the bids for the project and the base bids came within budget. We need to have a discussion regarding the alternates. We don't really have enough money to do them all and we will need to make some decisions. There are some divergent views between the two consultants that we have. The architect is very much in favor of doing the entire mansard and the construction manager, Pike, is more conservative and is not recommending doing all of the mansards.

Mr. Flannery informed the committee that they did a descoping with the low bidders. After meeting with the County following the bid opening, it was determined that the number one priorities for alternates were Alternate #1 – tub, Alternates 8 and 8b – medical gas, Alternate 9 – kitchen and Alternate 2 – shelving. The cost of those alternates is \$504,764.00. Mr. Isaman asked for an explanation on the cost of the kitchen equipment. Mr. Flannery explained the vendor is still coming in. Some vendors took it as new equipment and the alternate was low. We did the relocation of kitchen equipment as the base bid and the alternate as new equipment. All three kitchen vendors were within the same price range.

Mr. Isaman asked is the medical gas oxygen? Mr. Flannery replied yes. That will be on the first and second floors. Mr. Nichols commented the tub is the big item. Mr. Zehr replied yes. That will be for rehabilitation. Mr. Nichols asked did the base bid include the lifts? Mr. Zehr replied yes. He stated that he spoke with Mr. Alger last week about the bids and Mr. Zehr stated that he himself is in favor of having a little extra contingency. There are several things we had pared down prior to the bidding process.

Mr. Flannery explained the committee that they also did an estimate of additional forecasted expenditures that they feel should be budget for out of the bid savings. The items they have forecasted are site fence for safety and risk protection (\$40,000), pavement T&L and binder repair (\$75,000), landscaping (41,000), purchase of tubs (\$75,000), allowance for Bath Electric Gas & Water tie-in, taps, line extension (\$50,000) and field work allowances (\$100,000). He explained that they would need to purchase 5 tubs at a cost of \$15,000 each. Mr. Zehr explained these would be bathing units. There would be a shower stall and tub where the door opens, the

individual is wheeled in and the tub fills up and they get a bath. With our current tubs, we have to put the patients in the tubs using lifts. Mr. Nichols asked what about maintenance for these tubs? Mr. Zehr replied really the only thing that would go would be the mixing valves for hot and cold water. These bathing units are a standard feature for nursing homes. Mr. Alger commented these tubs should have been included in the bid, but did not get in. It ends up being cheaper to purchase them off State bid.

Mr. Lyons explained the next phase will be to sit down with the staff and look at furniture and equipment that they will need. Mr. Flannery stated that the details with Bath Electric still have to be worked out. Mr. McIntyre asked with regard to the kitchen equipment is this going to be all new equipment? Mr. Flannery replied when it is all done, between the alternate and the scope, there will be new pieces of equipment. Mr. Lyons stated the kitchen designer inventoried the equipment and they will check to see what could be reused. If you reuse your equipment you will save \$13,000. Mr. McIntyre commented that he doesn't want to cannibalize something that we may want to do something with in the future. Mr. Alger commented the other potential user of the old facility have their own equipment. Mr. Flannery stated that they could bring in the kitchen layout to show the committee what could be reused. This is a decision a little further down the road.

Mr. Walsh asked will there be a new generator? Mr. Lyons replied yes. Mr. Isaman asked what is field work? Mr. Flannery explained this is an allowance for certain communication interfaces. Within each bid package, we have the primary bidder include \$10,000 in their base bid as an allowance. If the money is not drawn off, then that all comes back as a credit. That allowance is used for day-to-day things that come up. Mr. Isaman asked what is the shelving for? Mr. Zehr explained the shelving will be used in the main general storage area. There are large racks on wheels. Mr. Alger commented it is mobile, high density shelving similar to what is in the Records Center.

Mr. Lyons distributed a handout showing the various views of the roof. In the roof plan, we have two roof profiles. The first has a 45-degree slope with a 7-foot high screen. The second has a 60-degree slope with a 6-foot high screen. The screening would be for the six large roof units and air conditioning units. We asked the bidders for two prices. The first price is for screening the outer view of the roof. The second price is for screening the inner view of the roof, the view from the interior courtyard. The cost to do the perimeter is \$300,000. The cost to do the inner view from the courtyard is \$230,000. To do the entire roof with mansards would cost \$530,000. The gables were included as part of the base bid.

Mr. Jamison asked what is the advantage of having the mansards? Mr. Lyons replied the main advantage is appearance. The mansards would make it look more like a home than a hospital. A lot of municipalities have zoning laws that require that you screen roof equipment. We tried to do the roof economically without doing a peaked structure. Mr. Roche asked can you have gables with the mansards? Mr. Alger replied yes. The challenge you have is that you don't have enough money to do both. Mr. Isaman asked what is the maintenance if we decide to have the mansards? Mr. Lyons replied there is a 20-year warranty on the roof. He doesn't anticipate that it would need to be replaced for 30 – 35 years.

Mr. Lyons explained the design work is done and you have \$740,000 contingency rolled into the construction costs. The bids came in at \$13.8 million for construction and \$634,000 for site work. You have \$1 million to decide how to spend without affecting your soft costs. The equipment hasn't all been identified yet for the fixed equipment line item. We have \$760,000 to purchase things for the building and you could purchase the tubs out of that line item. Mr. Lyons stated that there are fees as you will need to hire a testing agency to do testing of the construction, concrete, fire proofing, etc.

Mr. Alger informed the committee that the County bonded \$19,710,000 and the Department of Health approved the project for \$19,437,000. That leaves you with \$270,000 over and above what the State had determined the project should be and that is available and would be spend on this project. He is not sure in terms of using all of that if the cost of bonding comes from that amount. Mr. Lyons stated the financing costs are used to offset the bond underwriter fees.

Mr. Zehr commented that early on they pared out the landscaping, as they would like to purchase new electric beds. That's something that is one their wish list. Most facilities have electric beds and we don't. He

commented that this is something that they could do without if they had to. The beds cost approximately \$500.00 each and they would need 105 beds. Mr. Lyons commented they have a moveable equipment line item and not knowing what furniture we would be using, we put in an allowance of \$5,000 per bed. This allowance you can use to furnish the rooms.

Mr. McIntyre commented that with the roof mansards the roof will have more holes with the more things you put on it and then would need more repairs. To him, less is sometimes the way to go. He is not too keen to add something on to look at it. What are we looking at? He would be very cautious about pulling other things in order to do the mansards. Mr. Isaman asked is this a rubber roof? Mr. Lyons replied yes. The posts are ten to twelve feet on center and the flashing is preformed and has pretty good reliability.

Mr. Alger stated as a discussion point, this operation is a really competitive business and appearance will help determine if people select the facility. As you go forward, it will be more competitive. People do have choices and they will pick a facility that they like the appearance of. That's the other side of the discussion. He stated that he agrees with Mr. McIntyre that it could pose maintenance headaches.

Mr. Lyons commented that they feel very strongly that you do the roof system. We do need to temper that. Of the \$380,000 how much would you take out of contingency? Mr. Alger replied that he is not in favor of taking any money out of the construction contingency. The real question is how much of the \$270,000 do you want to allocate in addition to what we saved on the bids? You have \$1.2 million - \$1.3 million total. That's what you should be targeting for use. Any more than that is not reasonable. He stated that he would lean toward being a little more conservative. Mr. Alger commented that in his own mind he understands why the mansards are important, but doesn't think we can buy them all. He is leaning toward doing the exterior mansards and not the interior mansards. Mr. Alger suggested that the committee go through the list of alternates and decide which ones they want to do.

Alternate #1 – Therapy Tub

MOTION: AWARDING THE BID FOR ALTERNATE #1 FOR THE THERAPY TUB INSTALLATION TO JAVEN FOR \$307,000; FREY & CAMPBELL FOR \$27,500 AND BLACKMON-FARRELL FOR \$33,500 MADE BY MR. NICHOLS. SECONDED BY MR. JAMISON. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Alternate #8A -Medical Gas

MOTION: AWARDING THE BID FOR ALTERNATE #8A TO FREY & CAMPBELL FOR \$64,500 AND TO BLACKMON-FARRELL FOR \$1,250 MADE BY MR. NICHOLS. SECONDED BY MR. JAMISON. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Alternate 8B – Medical Gas

MOTION: AWARDING THE BID FOR ALTERNATE #8B TO FREY & CAMPBELL FOR \$34,500 AND BLACKMON-FARRELL FOR \$600 MADE BY MR. NICHOLS. SECONDED BY MR. JAMISON. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Alternate #9 – Kitchen

Mr. Flannery requested they hold off on awarding this for now.

Alternate #2 – High Density Storage

MOTION: AWARDING THE BID FOR ALTERNATE #2 TO JAVEN FOR \$22,500 MADE BY MR. NICHOLS. SECONDED BY MR. JAMISON. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Mr. Alger stated that the committee needs to take a look at the additional forecasted expenses. The site fence is estimated at \$40,000, pavement and binder repair is estimated at \$75,000, landscaping is at \$41,000, allowance

for Bath Electric & Gas is estimated at \$50,000, field work is at \$100,000 and the bathing tubs were added for \$75,000. The total forecasted expenses comes to \$381,000. Mr. Zehr commented that they have not completed an internal review of the equipment that they have. He would like to use money for patient care. He suggested that if anyone was willing to, they could take a drive over to Livingston County to see the mansard concept. It won't look exactly like what we are proposing, but would give you an objective way to look and see if it meets the function/purpose. Mr. Isaman commented that mansard Option A would greet visitors from the front and the roads.

Mr. Roche asked Mr. Zehr that if they authorized the construction of the mansards, if they fell short in terms of funding, would he be willing to take the extra out of the furniture/equipment line item? Mr. Zehr replied he would do whatever needs to be done. However, his concern is that money available for patient care would be spent on the mansards. He would rather be \$500,000 under budget and have electric beds and state-of-the-art tubs, furniture, etc. Mr. Roche asked the question is if you are okay with the building looking like a high school? Mr. Alger asked will you have the ability to market? Mr. Zehr replied that Mercy Care has air-handling units on their roof and he doesn't see them as being that visible and they aren't an eyesore. Our focus is the great reputation we have the care that has been delivered over the years.

Mr. Lyons stated that he would like to respectively disagree. You will have that building for a 30 – 50 year life. Based on the trends, the nursing homes are competing with other assisted living facilities. Once you are competing with alternative levels of care, you do need a building that doesn't look like an institution. We are talking about \$300,000 out of a \$15 million building. Mr. Roche commented if you go over budget, you will have to take the money out of equipment or come back and ask the Legislature for more money. Mr. Lyons stated that money could be taken out of the line items for moveable equipment and fixed equipment as well as the construction contingency. Mr. Roche stated that he doesn't want to start spending the contingency.

Mr. Zehr commented the competition issue is down the road. The therapy tub we are putting in, overnight will not be a cash cow, but over time will give us an edge. His focus is to spend money on direct resident care. Mr. Jamison asked you are not having any problems filling your rooms? Mr. Zehr replied no. Occupancy levels have been good. Mr. Jamison asked why are we worrying about this now? Mr. Zehr replied this is something that we have to consider for the future. Mr. Walsh commented the mansards won't make the facility run any better.

Mr. Nichols stated mansard Option B is out. We don't know what the competition will be in the future. Is it going to be an issue? Mr. Jamison asked it is not an issue right now, correct? Mr. Zehr replied the deciding factor in the future will be the service. He will be supportive of what this committee decides. Mr. Jamison commented that he would just assume look at a flat roof as a gabled roof.

Mr. English asked is the object of the mansards to screen the mechanical units? Mr. Lyons replied the major objective is to screen the units and the secondary objective is the gable provides a residential feel. He commented the gables also serve as fall protection. If the gables are not put up, then we will have to put up some type of railing or tie offs. Mr. Isaman stated if we choose Option A, we will still be \$20,000 over budget. He stated it would be helpful if Mr. Lyons could give the committee recommendations of what the building will look like with the gable, but without the mansards. Mr. Lyons stated that his suggestion would be that he would much rather see the building with the roof as you could landscape at a later time. The problem is you need to make a decision on the roof by the time the steel goes up. The base bid included lawn and seed. The \$41,000 is for trees, shrubs, etc.

Mr. Alger asked who has the contract for the landscaping? Mr. Flannery replied the site work contract could hold the \$41,000 and when they come back to do the pavement, that amount could shrink or grow. Legally, he doesn't know how long the County could hold the alternates. Mr. Alger stated only as long as the contractor is willing to hold it. If you did that, that would allow you to keep the \$272,000 in contingency which gives you a total of \$1 million in contingency. He stated that he would feel better about having a \$1 million contingency. You could put some landscaping back in when you know what the final costs for the paving will be.

Mr. Lyons asked how would you feel about having a \$960,000 contingency rather than \$1 million? Mr. Isaman asked with Bath Electric and Gas, what if the cost is \$150,000? Would that come out of the contingency? Mr. Alger replied yes. Depending upon what Bath Electric and Gas tells us, this project does not have to bear the full

costs of that because the Jail is adding to their load as well. With the forecasted additions plus \$966,000 contingency, would we have an adequate amount? Mr. Flannery replied it would not be perfect.

Mr. Flannery commented you will have the ability to move money between line items if necessary. If you want to look at the roof issue more, then do that. We can start to address the primary contracts and get going with the insurance, etc. Mr. Nichols commented that perhaps the committee could have another meeting so the other committee members would have some input. Mr. Flannery stated it would really pay to look at Livingston County to see what their facility looks like as they have a similar roof design. You can still see the mechanical units, but you don't see the entire unit. It is an important decision. Mr. Isaman requested Mr. Lyons to provide them with new drawings showing the facility with and without the mansards. Mr. Gleason commented they you can only hold the bids for 45 days. Discussion followed.

MOTION: AWARDING THE FOLLOWING BIDS FOR THE CONSTRUCTION OF THE NEW HEALTH CARE FACILITY AS FOLLOWS: SITEWORK TO LECHASE CONSTRUCTION (\$634,000), GENERAL TRADES TO JAVEN (\$6,775,000), STEEL TO AMTHOR (\$1,337,000), ELEVATOR TO OTIS (\$121,750), KITCHEN TO B & W (\$294,730), PLUMBING TO FREY & CAMPBELL (\$1,245,000), HVAC TO FREY & CAMPBELL (\$2,143,000), ELECTRICAL TO BLACKMON-FARRELL ELECTRIC, INC. (\$1,941,000) AND ALSO APPROPRIATING \$381,000 FOR THE FOLLOWING ADDITIONAL EXPENDITURES: SITE FENCE (\$40,000), PAVEMENT T & L AND BINDER REPAIR (\$75,000), LANDSCAPING (\$41,700), PURCHASE OF TUBS (\$75,000), ALLOWANCE FOR BATH ELECTRIC & GAS TIE-IN, TAPS, LINE EXTENSION (\$50,000) AND FIELD WORK ALLOWANCES (\$100,000) MADE BY MR. JAMISON. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION: TO ADJOURN MADE BY MR. JAMISON. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

STEBEN COUNTY HEALTH & EDUCATION COMMITTEE

Wednesday, July 5, 2006

9:00 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE: Kenneth E. Isaman, Chair Robert V. Nichols, Vice Chair David Stachnik
Gary D. Swackhamer

STAFF: Mark R. Alger Gregory P. Heffner Helen Brutsman
Vicki Fuerst John Zehr David English

LEGISLATORS: Philip J. Roche, Esq. Thomas J. McIntyre John Walsh

ABSENT: Lldon E. Jamison

OTHER: Mary Perham, *The Leader*
Riistina Wigg, Director, Southern Tier Library System
Lise Gillilard, Southeast Steuben Library
Cindy Schamel, Savona Free Library
Kathy Plate, Prattsburgh Library

I. CALL TO ORDER

Mr. Isaman called the meeting to order at 9:00 a.m. He asked Mr. Stachnik to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE JUNE 7, 2006 AND JUNE 21, 2006 MEETINGS MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. PRESENTATION

A. Southern Tier Library System – Ms. Gillilard, Southeast Steuben Library, thanked the committee for the opportunity to come before them. In 2005, we have seen 357,000 visits to Steuben County libraries, which is a 6 percent increase. We’ve seen a 7 percent increase in the number of borrowers and children attending programs has increased 20 percent. People like the libraries and are coming to them more and more and we are providing more services. Ms. Gillilard stated the Southern Tier Library System is requesting funding at the 2002 level which was \$118,000. In 2003, our funding was cut back to \$75,000 and has remained flat. With the increase in the number of users and services there has been an increase in our cost for materials. Ms. Shamel, Savona Free Library stated that they have seen an increase in the number of individuals coming in and using their GED resource books.

Ms. Wigg thanked the committee for all the work that they do. She stated they are really proud of the services they offer to the public and she thanked the County for their strong partnership over the years. Ms. Wigg commented one of their most used services is their online catalog. Individuals can order a book and have it delivered directly to their home.

Ms. Plate, Prattsburgh Library, stated that the Prattsburgh Library is a small library which is open 20 hours per week. In our area we have a lot of individuals who are living below the poverty level. We would appreciate more funding as we do a worthwhile service. Of the various programs, they offer a summer reading program.

Mr. Isaman asked do you have other funding sources? Ms. Wigg replied each library has their own individual funding through the municipalities. We are also asking our other funding sources for an increase. Mr. Nichols asked do you

receive State or Federal funding? Ms. Wigg replied they receive State aid. Mr. Isaman thanked them for their presentation.

IV. DEPARTMENTAL REPORTS/REQUESTS

A. Public Health Nursing Services

1. **Pandemic Flu** – Mr. Isaman informed the committee that Public Health & Nursing Services has been going to various townships talking about the Pandemic Flu and what can be done if it ever happens. Mr. McIntyre saw this presentation recently and has suggested that Mrs. Fuerst do a ten-minute presentation at the July Board Meeting. Mrs. Fuerst commented that they are trying to go to every town. We welcome any suggestions.

B. Special Children's Services

1. **Contracts** – Mrs. Brutsman requested authorization to enter into a contract with Gina Morse, Guidance Counselor. She stated that she also needs to amend a contract they have with BOCES as they have changed their name to Schuyler, Steuben, Chemung, Tioga, Allegany BOCES, d/b/a Greater Southern Tier BOCES.

MOTION: AUTHORIZING SPECIAL CHILDREN'S SERVICES TO ENTER INTO A CONTRACT WITH GINA MORSE, GUIDANCE COUNSELOR AND ALSO TO AMEND THEIR CONTRACT WITH BOCES TO CHANGE THEIR NAME TO SCHUYLER, STEUBEN, CHEMUNG, TIOGA, ALLEGANY BOCES, D/B/A GREATER SOUTHERN TIER BOCES MADE BY MR. SWACKHAMER. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

C. Health Care Facility

1. **Contract for Chaplain Services** – Mr. Zehr stated historically they have waived the insurance requirements for pastoral services. He requested they waive the insurance for Pastor Armstrong.

MOTION: APPROVING THE WAIVER OF INSURANCE REQUIREMENTS FOR PASTOR ARMSTRONG MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **National Nursing Home Week** – Mr. Zehr informed the committee that during National Nursing Home Week they held a recognition dinner for employees and had various activities. The total cost was \$1,528.00 and he requested authorization to pay those expenses.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO PAY \$1,528.00 FOR EXPENSES INCURRED DURING NATIONAL NURSING HOME WEEK MADE BY MR. SWACKHAMER. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3. **CON Update** – Mr. Zehr stated that he had a discussion with Mr. Alger regarding the mansards and also about setting up a smaller committee to run certain change orders through during the course of the project. Mr. Isaman stated that at the last meeting, he had asked Mr. Lyons for pictures of the facility showing the gables but no mansards. Mr. Swackhamer stated that he is against having the mansards and would make a motion to that effect.

4. **Physical Therapy** – Mr. Zehr informed the committee that they do have physical therapy coverage for the month of July and the cost is \$65.00 per hour. They will have coverage two hours per day until the end of the month when the new therapist will start.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO PAY \$65.00 PER DAY FOR PHYSICAL THERAPY COVERAGE SERVICES TWO HOURS PER DAY THROUGH THE END OF THE MONTH MADE BY MR. SWACKHAMER. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mr. Isaman asked what is the occupancy rate? Mr. Zehr replied currently they have five empty beds.

5. **New Building** – Mr. Isaman commented the mansards are offset by three feet on the roof. Mr. Swackhamer stated with good landscaping you won't be looking at the roof. Mr. Nichols commented that we could just put the mansards over the front door area. Mr. Zehr commented that he got to thinking that they could do it just for the front of the building.

Mr. Alger stated one of the alternates is to put the mansards on the exterior walls and not the interior. The gables were included in the base bid and if you want to take those out, you will be charged. With the mansards in the bid you don't have to put up railing. Without putting in the mansards you will be putting up railing around the top of the roof and there will be roof penetration with that. If you don't do the mansards, you will end up with a change order to do the railing as that is required by building code. Mr. McIntyre asked why are the mansards placed so far back? Mr. Alger replied for snow. With the mansards placed back it makes it less of a likelihood that there would be shearing to the surface below.

Mr. Nichols commented he doesn't believe there is anything wrong with having the peaks. Mr. Alger explained we had them pull the mansards before the bids were sent out. It was too late to take the peaks out without having to do a re-design. Mr. Zehr commented that his feeling is that without the mansards he can use that money to add equipment to the physical therapy area. Mr. Stachnik stated that he would agree with Mr. Swackhamer that landscaping would be fine and to keep the peaks. Mr. Nichols stated that he can't justify \$300,000 and Mr. Zehr says that he could spend that money on patient care and that's the bottom line. He doesn't think the taxpayers want to spend money on a false roof.

MOTION: REJECTING ALTERNATE #3a MANSARD ROOF PROFILE A AND ALTERNATE #3b MANSARD ROOF PROFILE B FOR THE NEW HEALTH CARE FACILITY BUILDING MADE BY MR. SWACKHAMER. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mr. Alger stated one other issue is he doesn't believe we included the landscape alternate bid in our awards from last month. The landscape bid came in at \$41,700.

MOTION: AWARDING ALTERNATE #5 LANDSCAPING TO LeCHASE IN THE AMOUNT OF \$41,700.00 MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mr. Alger informed the committee that within all of the contracts, there are allowances for changes. The total of those allowances is \$100,000 which is spread out amongst the contracts. He asked that the committee allow him, Mr. Zehr and Mr. Isaman to approve changes out of those allowances in an effort to keep the project moving. This would be for changes up to \$25,000 and we will report any change orders to the committee.

MOTION: AUTHORIZING THE COUNTY ADMINISTRATOR, THE HEALTH CARE FACILITY ADMINISTRATOR AND THE CHAIRMAN OF THE HEALTH & EDUCATION COMMITTEE TO APPROVE CHANGE ORDERS UP TO \$25,000.00 MADE BY MR. STACHNIK. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mr. Alger informed the committee that he did send a notice to proceed to the awarded contractors. Now that final decisions have been made on the alternates, we will notify the contractors of those awards.

6. **New York State Budget Update** – Mr. Zehr informed the committee that the budget was approved. The State did acknowledge the need for County facilities to have additional help and to that end they allocated \$5 million for the first quarter and \$11.8 million for the remaining nine months of the year. This wasn't what we wanted, but is a step in the right direction. Nursing homes in general are struggling. The new reimbursement methodology will be implemented. Mr. Zehr stated we will get rebased now and then again when the new facility is finished.

7. **Groundbreaking Ceremony** – Mr. Zehr asked will there be a groundbreaking ceremony? If so, what will be the timeframe, people to be invited, etc.? Mr. Isaman replied it would be appropriate if we had a current employee be part of the ceremony. Other individuals would be members of the committee and Mr. Alger. Mr. Alger stated typically we invite members of the Board. His suggestion is that this ceremony be routine and

succinct. The sooner we have it the better as the contractors will be on site within the next week or so. Mr. Zehr stated that he would work on this with Mrs. Kane and Mr. Alger to get everything finalized.

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. SWACKHAMER. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. STACHNIK. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: TO ADJOURN MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Wednesday, August 2, 2006 @ 9:00 a.m.**

**PLEASE SEND AGENDA ITEMS TO THE
CLERK OF THE LEGISLATURE'S OFFICE
NO LATER THAN NOON
Wednesday, July 26, 2006.**

STEBEN COUNTY HEALTH & EDUCATION COMMITTEE

Wednesday, August 2, 2006

9:00 a.m.

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

****MINUTES****

COMMITTEE: Kenneth E. Isaman, Chair Robert V. Nichols, Vice Chair Lldon E. Jamison
David Stachnik Gary D. Swackhamer

STAFF: Mark R. Alger Vicki Fuerst John Zehr
Robert W. Anderson, Ph.D. Norma Lewis Nancy Smith
Robert F. Biehl Frederick H. Ahrens, Jr. David English

LEGISLATORS: Philip J. Roche, Esq. Thomas J. McIntyre John Walsh

OTHER: Rich Lipman, UHY, LLP
Bob Irvin, UHY, LLP
Mary Perham, *The Leader*

I. CALL TO ORDER

Mr. Isaman called the meeting to order at 9:00 a.m. He asked Mr. Stachnik to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE JULY 5, 2006 MEETING MADE BY MR. NICHOLS, SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 4-0. (MR. JAMISON ABSENT FOR VOTE)

III. DEPARTMENTAL REPORTS/REQUESTS

A. Public Health & Nursing Services

1. **Reclassifications** – Mrs. Fuerst requested authorization to reclassify a Senior Account Clerk, Grade VIII to a Principal Clerk, Grade VIII and a Senior Clerk, Grade VI to an Account Clerk-Typist, Grade VI.

MOTION: AUTHORIZING THE RECLASSIFICATION OF A SENIOR ACCOUNT CLERK, GRADE VIII TO A PRINCIPAL CLERK, GRADE VIII AND A SENIOR CLERK, GRADE VI TO AN ACCOUNT CLERK-TYPIST, GRADE VI IN THE DEPARTMENT OF PUBLIC HEALTH & NURSING SERVICES MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0. (MR. JAMISON ABSENT FOR VOTE)

B. Health Care Facility

1. **Audit** – Mr. Zehr introduced Rich Lipman and Bob Irvin of UHY, LLP who are here to give a presentation on the annual audit of the Health Care Facility.

Mr. Lipman reviewed the audit with the committee. He commented that interest incurred during construction will need to be capitalized. One of the performance indicators they focus on is the operating loss as opposed to other line items. There was an improvement this year overall, but a lot of that was the result of State money that was received.

Mr. Irvin reviewed the various pieces of correspondence with the committee. He stated that the challenge facing the facility is the bond transaction and the related capitalization of those costs and expenses. We are recommending that the organization stay on top of the capitalization of those interest costs. Mr. Irvin stated that operationally, the facility tracks Medicaid.

Mr. Irvin stated that GASBY has been very active over the last five to six years and under GASBY 45, they have issued a pronouncement regarding post employment benefits that currently are not recorded on the county books. This will be applicable beginning December 2007 and holds the most impact for the facility.

Mr. Irvin stated that when they looked at trends, the facility is pretty good on a couple of fronts. For Medicaid/Medicare, the number of billing days for accounts receivable were 367, 2004 they were 281 days and in 2005 you are down to 190 days. For private pay and other insurance, the billing days were 157 in 2003, 95 in 2004 and 76 in 2006. The target would be 30 – 45 days, but the trend is positive. Your percent of occupancy is hovering at 95 percent and that is a little below the average. Mr. Irvin stated there are two indicators to determine how much you are earning per day versus what you are spending per day. In 2003 your yield was \$165 per day and your cost was \$229 per day. For 2004, the yield was \$175 per day and the cost was \$236 per day. During 2005 your yield was \$213 per day, which also includes disadvantaged facilities funding and your cost was \$259.66 per day which includes your bad debt expenses.

Mr. Lipman stated that he appreciates all of the work that Mr. Zehr, Ms. Lewis and their staff has done. It has been a pleasure working with them. Mr. Zehr commented that Ms. Lewis does a fine job.

Mr. Nichols asked are there any county run facilities that are not losing money? Mr. Lipman replied not that he has run across.

2. **Dr. Kundlas** – Mr. Zehr informed the committee that they have credentialed Dr. Kundlas to see residents at the facility. This is a good addition, especially as we move forward in our rehab program. Mr. Isaman asked is Dr. Kundlas a general practitioner? Mr. Zehr replied yes, with a specialty in Internal Medicine.

3. **CON Update** – Mr. Zehr reported that they are pushing dirt around. They did send out the additional \$12,000 check for the CON fee. They are now waiting to hear back from the State. Everything seems to be in place. Mr. Nichols asked what is your occupancy? Mr. Zehr replied today they have six empty beds, but they do have some admissions coming in.

C. Personnel

1. **Tuition Aid** – Mrs. Smith presented a tuition aid request for Carol Whitehead, Treasurer's Office. She is taking a course entitled "County and Rural Development". Mrs. Smith recommends approval of this request.

MOTION: APPROVING THE TUITION AID REQUEST FOR CAROL WHITEHEAD, TREASURER'S OFFICE TO TAKE A COURSE ENTITLED "COUNTY AND RURAL DEVELOPMENT" MADE BY MR. NICHOLS. SECONDED BY MR. JAMISON. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Mrs. Smith presented a tuition aid request for Muriel Brown, Health Care Facility to take two courses entitled "Health Care Economics, Finance and Leadership" and "Legal and Ethical Consideration in Nursing". Mrs. Smith recommended approval of this request.

MOTION: APPROVING THE TUITION AID REQUEST FOR MURIEL BROWN, HEALTH CARE FACILITY, TO TAKE TWO COURSES ENTITLED "HEALTH CARE ECONOMICS, FINANCE AND LEADERSHIP" AND "LEGAL AND ETHICAL CONSIDERATION IN NURSING" MADE BY MR. STACHNIK. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **16B Request – Office of Community Services** – Mrs. Smith informed the committee that the Office of Community Services is asking for two positions, which, for the most part will not have any local cost. They are asking for one Community Mental Health Nurse for the Senior Program and one Typist position. She stated that with regard to the Typist positions, they had the psychiatrists doing their own notes, but it was determined that they really need them to spend time doing counseling and it would be more cost effective to have a Typist doing the transcription. She commented that they have determined these are the appropriate titles for these positions.

Mr. Swackhamer asked why do you need a Mental Health Nurse? Dr. Anderson replied a long time ago we had the Senior Outreach Program and now OMH and OFA are pushing to get more services to the elderly again. We opted to try to push back in that direction and provide those services once again. This is the Senior Outreach Program that we are trying to revitalize. Mr. Swackhamer asked what are the duties of the position? Dr. Anderson replied primarily they will be seeing older persons in their homes. We get referrals from nursing homes, Office for the Aging and family members. In Steuben County we have a lot of elderly that don't get out and don't know about the program available to them.

Mr. Swackhamer stated his concern is that Public Health Nursing is doing some of the same things. Why are we hiring this position through your department and not Public Health Nursing? Why not refer these individuals to Public Health Nursing? Dr. Anderson replied he is not sure that the Public Health nurses know psychotropic medications and mental health issues. We will be working with individuals over the age of 60. He commented that he would not be opposed to having the position under Public Health Nursing. Dr. Anderson stated we have seen the need. During public meetings, there are always two areas that come up; children and the elderly. You could also have the position come out of the Office for the Aging.

MOTION: APPROVING THE 16B REQUEST FOR ONE COMMUNITY MENTAL HEALTH NURSE, GRADE XVIII FOR THE OFFICE OF COMMUNITY SERVICES AND REFERRING THIS REQUEST TO THE ADMINISTRATION AND FINANCE COMMITTEES FOR THEIR REVIEW MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS FOR DISCUSSION.

Mrs. Fuerst commented that it may be more difficult for her department to get reimbursement for these types of services. That would be her only concern. Mr. Alger stated it is probably more appropriate to have this position under Community Services as they would be supervised by that office. If you placed this position in another office, you would have to contract for supervision.

Mr. Swackhamer asked why are they paid at a Grade 18? Mrs. Smith replied this position requires a Master's Degree in Psychiatric Nursing and it is very difficult to recruit. Mr. Isaman asked what are you doing for the elderly population now? Dr. Anderson replied they have the equivalent of a half-time FTE Social Work Assistant who has twenty-five years experience working with the elderly, but who is not a nurse or a Social Worker and unless supervised by a psychiatric nurse or psychologist, we cannot bill for those services. Currently this individual is supervised by a psychologist.

VOTE ON PREVIOUS MOTION: ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: APPROVING THE 16B REQUEST FOR ONE TYPIST, GRADE IV FOR THE OFFICE OF COMMUNITY SERVICES AND REFERRING THIS REQUEST TO THE ADMINISTRATION AND FINANCE COMMITTEES FOR THEIR REVIEW MADE BY MR. JAMISON. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

D. Office of Community Services

1. **Budget Transfer** – Dr. Anderson informed the committee that OMH has restored funding to one of their contract agencies. He requested authorization to accept funding in the amount of \$9,153 and to amend their 2006 contract with Finger Lakes Parent Network to reflect this change.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO ACCEPT ADDITIONAL FUNDING FROM THE OFFICE OF MENTAL HEALTH IN THE AMOUNT OF \$9,153 AND TO AMEND THE 2006 CONTRACT WITH FINGER LAKES PARENT NETWORK TO REFLECT AN INCREASE IN THEIR CONTRACT BY \$9,153 MADE BY MR. SWACKHAMER. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS' LAW, ARTICLE 105.1.F. THE MEDICAL, FINANCIAL, CREDIT OR EMPLOYMENT HISTORY OF A PARTICULAR PERSON OR CORPORATION, OR MATTERS LEADING TO THE APPOINTMENT, 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. STACHNIK. SECONDED BY MR. JAMISON. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. JAMISON. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: TO ADJOURN MADE BY MR. SWACKHAMER. SECONDED BY MR. JAMISON. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Wednesday, September 6, 2006 @ 9:00 a.m.**

**PLEASE SEND AGENDA ITEMS TO THE
CLERK OF THE LEGISLATURE'S OFFICE
NO LATER THAN NOON
Wednesday, August 30, 2006.**

STEBEN COUNTY HEALTH & EDUCATION COMMITTEE

Special Meeting

Monday, August 28, 2006

9:30 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE: Kenneth E. Isaman, Chair Robert V. Nichols, Vice Chair Gary D. Swackhamer

STAFF: Mark R. Alger Gregory P. Heffner

LEGISLATORS: DeWitt T. Baker, D.V.M. Donald B. Creath Patrick F. Donnelly
Dan C. Farrand Francis L. Gehl Patrick F. McAllister
John Walsh

ABSENT: Lldon E. Jamison David Stachnik

I. CALL TO ORDER

Mr. Isaman called the meeting to order at 9:30 a.m.

II. DEPARTMENTAL REPORTS/REQUESTS

A. Health Care Facility

1. **Approval of "Add Alternate"** – Mr. Alger requested the committee approve an "add alternate" on the B & W Supply contract for Food Service Equipment for the Health Care Facility.

MOTION: APPROVING THE "ADD ALTERNATE" FOR B & W SUPPLY OF ITHACA, NEW YORK IN THE AMOUNT OF \$13,414.00 FOR FOOD SERVICE EQUIPMENT AT THE HEALTH CARE FACILITY MADE BY MR. SWACKHAMER. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

B. Office of Community Services

1. **Cell Phone Request** – Mr. Alger stated that Dr. Anderson is requesting a cell phone for one of their on-call workers. We pay \$10.00 per month per phone.

MOTION: APPROVING THE REQUEST FROM THE OFFICE OF COMMUNITY SERVICES FOR A CELL PHONE FOR ONE OF THEIR ON-CALL WORKERS MADE BY MR. NICHOLS. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION: TO ADJOURN MADE BY MR. NICHOLS. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

STEBEN COUNTY HEALTH & EDUCATION COMMITTEE

Wednesday, September 6, 2006

9:00 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

- COMMITTEE:** Kenneth E. Isaman, Chair Robert V. Nichols, Vice Chair David Stachnik
 Gary D. Swackhammer
- STAFF:** Mark R. Alger Gregory P. Heffner Helen Brutsman
 Robert W. Anderson, Ph.D. John Zehr Nancy Smith
 David English Frederick H. Ahrens, Jr. James Gleason
- LEGISLATORS:** Philip J. Roche, Esq. John Walsh
- ABSENT:** Lldon E. Jamison
- OTHER:** Mary Perham, *The Leader*

I. CALL TO ORDER

Mr. Isaman called the meeting to order at 9:00 a.m. He asked Mr. Stachnik to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE AUGUST 2, 2006 MEETING MADE BY MR. STACHNIK, SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 3-0. (MR. NICHOLS ABSENT FOR VOTE)

III. DEPARTMENTAL REPORTS/REQUESTS

- A. Special Children’s Services
 - 1. **Contract** – Mrs. Brutsman requested authorization to enter into a contract with Kelly Louthan, an orientation/mobility specialist and teacher of the blind and visually impaired for Preschool. The rate is set by this committee at \$65.00 per session.

MOTION: AUTHORIZING SPECIAL CHILDREN’S SERVICES TO ENTER INTO A PRESCHOOL CONTRACT WITH KELLY LOUTHAN, AN ORIENTATION/MOBILITY SPECIALIST AND TEACHER OF THE BLIND AND VISUALLY IMPAIRED AT A RATE OF \$65.00 PER SESSION MADE BY MR. STACHNIK, SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0. (MR. SWACKHAMER ABSENT FOR VOTE)

- B. Health Care Facility
 - 1. **Therapy Positions** – Mr. Zehr informed the committee that they now have a therapist on board full-time. We have had discussions on how to gradually bring in occupational and physical therapy assistants. For 2008, he will be requesting at least two 16B positions for these purposes.

Mr. Alger commented as you move forward and move into the facility, that is when we will have the dedicated constructed wing for rehabilitation. In the current facility, we don’t have the space. This will give us a chance to get started in that direction.

- 2. **Statistics** – Mr. Zehr distributed handouts showing occupancy levels, expenses/revenues and case mix information. He informed the committee that the average occupancy level for 2006 has been at 95.38 percent. The State average is 94 percent. Our revenue over expenses as of July 1, 2006 showed a loss of

\$127,000. We had originally budgeted for a loss of \$467,000. Currently, we are on par with last year. Mr. Stachnik asked why such a difference? Mr. Zehr replied that he will check into the details and report back to the committee.

Mr. Nichols asked why such a difference in the Medicaid payment? Mr. Zehr replied they actually budgeted \$116,000 and received \$803. The \$116,000 that we budgeted was on the conservative side. He will check on that and report back to the committee. Mr. Alger commented the IGT is typically paid all at once and has not yet been paid this year.

Mr. Nichols asked what is other revenue? You budgeted \$300,000 but have only received \$4,000. Mr. Zehr will check into this further and report back to the committee.

Mr. Zehr reported that the facility's case mix is at 1.2135. With the new rate reimbursement methodology, the State will be freezing the case mix for 2007 and 2008. It is imperative that we have a case mix up above 1.2 going into the freeze. If there is a difference of 0.5 higher or lower, then facilities will have the ability to continue if it is deemed that it will be beneficial.

3. **Vending Revenue** – Mr. Zehr informed the committee that their gross profit was \$12,000 for the first seven months. Prior to our taking over the vending, our profit was \$40 per month.

4. **Software** – Mr. Zehr stated that they have been searching for a new software package for long-term care. We have decided on ADL. We had budgeted \$130,000 and we are below budget. Mr. Alger explained they did an RFP, now they have made a selection and it is a question of whether we want to accept their proposal.

Mr. Stachnik commented if you budgeted a certain amount, don't cut yourself short if you feel that the running of the facility will be compromised. If you are able to do more with more modules to the program and you've already budgeted the money, it may be foolish not to include those other modules.

MOTION: ACCEPTING THE PROPOSAL FROM ADL FOR THE LONG-TERM CARE SOFTWARE SYSTEM MADE BY MR. STACHNIK. SECONDED BY MR. SWACKHAMER FOR DISCUSSION.

Mr. Zehr commented he is being conservative with this. The original base bid was \$43,000. We most certainly will not shortchange ourselves. Mr. Gleason commented we received four proposals.

Mr. Swackhamer asked is there backup support? Mr. Zehr replied we will receive 100 free hours per month and we also can contact them during regular business hours, which are 9 a.m. to 5 p.m. Mr. Swackhamer asked how many other nursing facilities are using this? Mr. Zehr replied ADL is located in Dobbs Ferry, NY. St. Ann's of Rochester and Founder's Pavilion currently are using this software. Their product has been on the market for years. Mr. Zehr commented, they have a track record of being on top of all New York State changes with regard to reimbursement. They are very prominent in the industry. They are a local company and all of their references checked out.

Mr. Alger asked during the process of reviewing the proposals, did you include Information Technology and the Treasurer's Office? Mr. Zehr replied yes. Both were invited to the presentations.

VOTE ON PREVIOUS MOTION: ALL BEING IN FAVOR. MOTION CARRIES 4-0.

5. **Laundry** – Mr. Zehr requested authorization to award the laundry bid to Argentieri Bros. at rate of \$.30 per pound. Mr. Gleason commented the pricing is good for one year and will be rebid next year. Mr. Alger asked in the bid, did you include a provision for use in the Jail if the need arises? Mr. Gleason replied yes.

MOTION: ACCEPTING THE BID FROM ARGENTIERI BROS. TO PROVIDE LAUNDRY SERVICES TO THE HEALTH CARE FACILITY AT A RATE OF \$.30 PER POUND AND ALSO TO PROVIDE SERVICES TO THE JAIL IN THE EVENT THAT THE JAIL IS UNABLE TO DO THEIR OWN LAUNDRY SERVICES DURING JAIL CONSTRUCTION AT A RATE OF \$1.00 PER POUND MADE BY MR. SWACKHAMER. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mr. Nichols asked down the road, could the Jail inmates do laundry for the Health Care Facility? Mr. Alger replied he doesn't think they would be able to handle the volume. The Jail does their own and they are pretty busy. He is not saying that they couldn't, but they would have to have more shifts. Mr. Alger commented that you do want to keep your options open.

6. **Food Provider** – Mr. Zehr informed the committee that he has been meeting with the Law Department with regard to who they get their food from. Currently we are using U.S. Foods as part of a **Premier** contract we entered into and we want to switch to Sodexo as they are using Sysco Foods. He explained the **Premier** contract is a purchasing group that gets all of the facilities together to bid and gets products cheaper. When doing this, you have to be very careful as you do get inferior products.

7. **NYSAC** – Mr. Zehr stated, with the committee's permission, he will be attending the NYSAC conference.

MOTION: APPROVING THE HEALTH CARE FACILITY ADMINISTRATOR'S REQUEST TO ATTEND THE NYSAC CONFERENCE IN SEPTEMBER MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

8. **Project Update** – Mr. Alger distributed a list of change orders for LeChase Construction Services, Inc. He commented that with regard to site fencing they had an allowance in the bid and it came in under budget. There are also change orders for tree removal and topsoil removal.

Mr. Swackhamer commented they should have known how much space they needed for the topsoil. That should have been provided in the specs. This is foolishness. Mr. Alger replied that he didn't think the specs called for them to remove soil from the site. If you don't require them to remove the soil in the specs, then you pay for them to move it. Mr. Swackhamer stated that is an oversight on the contractor's part. Mr. Alger stated we put out the bid with the specifications and requirements. If there is not enough space to keep the soil, then that's our problem. He stated that we will hold approval of this change order and have The Pike Company come in and talk about it. It may have been that during the process the architect and engineer determined that for the ease of construction it would be easier to move.

Mr. Swackhamer stated this is a basic thing of moving soil. Mr. Stachnik suggested waiting to see if there are any other discrepancies before we make this an issue. Mr. Alger commented there probably will be a lot of change orders during the process of construction.

Mr. Ahrens commented this is a contract and it relies upon the specifications that are prepared. If the engineer didn't anticipate this, the contractor will say that you didn't tell them that you wanted the soil moved. It is a question of asking the engineer. That's a miscue on the engineer and that doesn't mean the contractor has to eat the loss. Mr. Nichols commented the engineer is not held accountable. Mr. Alger stated the other thing is we put into the contracts an allowance for changes. We anticipated changes to some extent. He doesn't disagree with Mr. Swackhamer, but we expect that some of these things will happen. Mr. Ahrens commented every change order does not represent a screw up. Mr. Alger stated we will have Pike come in and tell us exactly what happened.

MOTION: APPROVING THE CHANGE ORDER FOR LECHASE CONSTRUCTION FOR SITE PERIMETER FENCING, \$35,696.40 AND TREE REMOVAL, \$928.84 FOR THE HEALTH CARE FACILITY PROJECT MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mr. Alger reminded the committee that they have given him and the Chairman of the committee permission to approve change orders up to \$25,000.

C. Office of Community Services

1. **Contract** – Dr. Anderson informed the committee that they recently received additional funding from the State for COLA. He requested authorization to amend contracts with all providers to reflect this

additional funding. Mr. Nichols asked is this pass-through funding? Dr. Anderson replied yes. They received 2.8 percent from the State for all agencies.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO AMEND CONTRACTS WITH ALL PROVIDERS TO REFLECT THE 2.8 PERCENT INCREASE IN COLA FUNDING FROM THE STATE MADE BY MR. SWACKHAMER. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **Budget Transfer** – Dr. Anderson requested authorization to accept and allocate additional COLA funding from the State.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO ACCEPT AND ALLOCATE ADDITIONAL COLA FUNDING RECEIVED FROM THE STATE MADE BY MR. NICHOLS. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3. **Personnel** – Dr. Anderson informed the committee that over the last several years, they have had people working in the school who have been on the payroll or who we have contracted with to provide services. Last year, the Haverling School District hired a Social Worker to be their employee, but asked if we would provide supervision and allow that individual to participate in group supervision. We currently have staff at the school and it would be to our advantage to have the school's Social Worker participate in supervision. Dr. Anderson stated that Dr. Chapman and Mr. English have been working on the terms of the contract and what we would charge the school to provide supervision.

Mr. Swackhamer asked will you be able to bill? Dr. Anderson replied yes. Anything in Haverling that is not CSE, we bill for. If we were to provide supervision, he thinks they would break even with the advantage of having goodwill.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO ENTER INTO A CONTRACT WITH HAVERLING SCHOOL DISTRICT TO HAVE THE OFFICE OF COMMUNITY SERVICES PROVIDE BOTH INDIVIDUAL AND GROUP SUPERVISION TO THE SCHOOL'S SOCIAL WORKER MADE BY MR. SWACKHAMER. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

D. Administrator

1. **Health Care Facility Project** – Mr. Alger stated that he just wanted to make the comment that this project will seem to be going slower than the Jail because there will be a lot more foundation and footing work. We won't see any steel until the beginning of next year.

MOTION: TO ADJOURN MADE BY MR. NICHOLS. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Wednesday, October 4, 2006 @ 9:00 a.m.**

**PLEASE SEND AGENDA ITEMS TO THE
CLERK OF THE LEGISLATURE'S OFFICE
NO LATER THAN NOON
Wednesday, September 27, 2006.**

STEBEN COUNTY HEALTH & EDUCATION COMMITTEE

Wednesday, October 4, 2006

9:00 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE: Kenneth E. Isaman, Chair Robert V. Nichols, Vice Chair David Stachnik
Gary D. Swackhamer

STAFF: Mark R. Alger Helen Brutsman Vicki Fuerst
Robert W. Anderson, Ph.D. John Zehr Jim Gleason
Nancy Smith Frederick H. Ahrens, Jr. David English

LEGISLATORS: Thomas J. McIntyre John Walsh

ABSENT: Lldon E. Jamison

OTHER: Mary Perham, *The Leader*

I. CALL TO ORDER

Mr. Isaman called the meeting to order at 9:00 a.m.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE SEPTEMBER 6, 2006 MEETING MADE BY MR. STACHNIK. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. DEPARTMENTAL REPORTS/REQUESTS

A. Special Children's Services

1. **Contracts** – Mrs. Brutsman requested authorization to enter into contracts with Mariana Beigel and Jessica Wegener, Special Education Teachers. The rate is set by the State.

MOTION: AUTHORIZING SPECIAL CHILDREN'S SERVICES TO ENTER INTO CONTRACTS WITH MARIANA BEIGEL AND JESSICA WEGENER, SPECIAL EDUCATION TEACHERS AT A RATE SET BY THE STATE MADE BY MR. SWACKHAMER. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **Informational** – Mrs. Brutsman informed the committee that the Early Intervention budget is running out of money and hopefully we'll be able to transfer some from the preschool budget. We are working on the figures and should know more for the November meeting.

B. Office of Community Services

1. **Reclassification** – Dr. Anderson requested authorization to reclassify a vacant Psychology Intern position, Grade XVI to a Social Worker position, Grade XV.

MOTION: APPROVING THE RECLASSIFICATION OF A VACANT PSYCHOLOGY INTERN POSITION, GRADE XVI TO A SOCIAL WORKER POSITION, GRADE XV IN THE OFFICE OF COMMUNITY SERVICES MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

C. Health Care Facility

1. **Statistics** – Mr. Zehr informed the committee that during the month of September, they had a 96.92 percent occupancy rate. Mr. Zehr distributed the monthly financial report for review. He commented that they have a \$529,000 deficit. Mr. Isaman asked how is your overtime? Mr. Zehr replied in the last month they have been able to hire four individuals. Those individuals have been in training and had a two-week orientation. We should start to see the overtime leveling off. He stated that they hired a Rehabilitation Coordinator, an RN and two CNA's. Overtime is an area that they need to keep an eye on and he will begin receiving a monthly overtime report from his financial office.

2. **Bathing Units** – Mr. Zehr requested authorization to purchase five bathing units for the new Health Care Facility for a total cost of \$53,700.20 from Arjo, Inc. He commented this is from State bid. Mr. Swackhamer asked did you do a background check? Mr. Zehr replied yes.

Mr. Alger stated in previous discussion about this, the original bid was to have included these bathing units. They did not get included. Instead of trying to add the units after the fact, we went to State bid to purchase and they are being purchased out of the Furniture and Fixtures account.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY ADMINISTRATOR TO PURCHASE FIVE (5) BATHING UNITS FROM ARJO, INC. IN THE AMOUNT OF \$53,700.20, SAID AMOUNT TO BE PAID OUT OF THE FURNITURE AND FIXTURES ACCOUNT MADE BY MR. SWACKHAMER. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3. **RFP's** – Mr. Zehr informed the committee that they have put out RFP's for their contracts with the auditors, Omnicare and Sodexo. He will report back to the committee as they come in.

4. **Contract** – Mr. Zehr requested authorization to amend his contract with Sodexo to go back to how the original RFP was submitted whereby Sodexo would provide both food and dietary services. Sodexo is also switching from USA Foods to Sysco foods.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO AMEND THEIR CONTRACT WITH SODEXHO TO STATE THAT THEY WILL PROVIDE BOTH FOOD AND DIETARY SERVICES, USING SYSCO PRODUCTS AND THAT SODEXHO WILL PAY THE COUNTY \$11,300 FOR THE FIRST YEARS' SAVINGS AND THEN \$2,825.00 QUARTERLY MADE BY MR. SWACKHAMER. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

5. **Physical Therapy Assistant** – Mr. Zehr informed the committee that they have been moving very quickly with their rehabilitation services. Currently we have 13 Medicare A rehabs and we now are turning people away. Mr. Zehr requested authorization to contract, on a limited basis, with a Physical Therapy Assistant. The salary for a Physical Therapy Assistant is not as high for a Physical Therapist, but we can actually bill for all of their services as long as a Physical Therapist is in the room. He expects that individual would not get paid more than \$40.00 per hour.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO ENTER INTO A CONTRACT WITH A PHYSICAL THERAPY ASSISTANT AT A RATE NOT TO EXCEED \$40.00 PER HOUR MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

6. **Occupational Therapy Coverage** – Mr. Zehr informed the committee that they have three different Occupational Therapists under contract and they are getting 40 hours per week. This will have an impact on our reimbursement.

7. **Speech Therapy** – Mr. Zehr informed the committee that he has a meeting with a Speech Therapist this week to try to establish a contract.

8. **Project Update** – Mr. Alger commented that he had expected Pike to be at today's meeting to discuss Mr. Swackhamer's concerns from last month. The project is moving along. They are working on the foundation and footing. We don't expect any steel until January.

Mr. Stachnik stated that he received a letter from Jim Watson, Director of Ira Davenport Memorial Hospital. Mr. Watson wants to support having mutual cooperation with regard to how to enhance one another in a team concept. Mr. Stachnik stated we should take Mr. Watson's letter seriously, as they may be able to do some of the things that we don't. Mr. Alger commented we are not trying to compete with or take business away from the hospital. Through the course of building the new facility, we will try to find areas that are beneficial to us in terms of reimbursement and that will more adequately address our financial issues. At the same time, there may be some duplication or competition between the facilities, but the intent is not to be in the media trying to solicit patients. Our objective is to provide the County with a facility with as much rehabilitation services as deemed necessary by our patients so we can enhance our reimbursement.

Mr. Swackhamer stated when this project was started, it was stated that we would look at niches. Mr. Alger stated the message to the hospital is that we are not interested in directly competing, and if we can work jointly on issues, we will. Mr. Swackhamer commented we still will not be ready for the Baby Boomers. Mr. Nichols predicted that down the road, the Department of Health will give permission for extra beds.

D. Public Health & Nursing Services

1. **Contract** – Mrs. Fuerst informed the committee that currently they contract with Staffkings for RN's. When they hire RN's, they are hired based on their experience and they use a step system. She requested authorization to amend their current contract with Staffkings to include a Step 7 RN at \$33.98 per hour and \$46.92 per hour overtime and holiday rate.

MOTION: AUTHORIZING PUBLIC HEALTH & NURSING SERVICES TO AMEND THEIR CONTRACT WITH STAFKINGS TO INCLUDE A STEP 7 FOR RN AT A RATE OF \$33.98 PER HOUR REGULAR TIME AND \$46.92 PER HOUR OVERTIME AND HOLIDAY MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS' LAW, ARTICLE 7 § 105.1.E. COLLECTIVE NEGOTIATIONS PURSUANT TO ARTICLE FOURTEEN OF THE CIVIL SERVICE LAW MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. NICHOLS. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: TO ADJOURN MADE BY MR. SWACKHAMER. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Wednesday, November 1, 2006 @ 9:00 a.m.**

**PLEASE SEND AGENDA ITEMS TO THE
CLERK OF THE LEGISLATURE'S OFFICE
NO LATER THAN NOON
Wednesday, October 25, 2006.**

STEBEN COUNTY HEALTH & EDUCATION COMMITTEE

Wednesday, November 1, 2006

9:00 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE: Kenneth E. Isaman, Chair Robert V. Nichols, Vice Chair David Stachnik

STAFF: Mark R. Alger Gregory P. Heffner Vicki Fuerst
Helen Brutsman John Zehr David English
Robert Anderson, Ph.D. Frederick H. Ahrens, Jr. James Gleason

LEGISLATORS: Philip J. Roche, Esq. Thomas J. McIntyre John Walsh

ABSENT: Lldon E. Jamison Gary D. Swackhamer

OTHER: Mark Lyons, SWBR
Mike Norton, The Pike Company
Lynn Reagle, Construction Manager
Mary Perham, *The Leader*

I. CALL TO ORDER

Mr. Isaman called the meeting to order at 9:00 a.m.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE OCTOBER 4, 2006 MEETING MADE BY MR. STACHNIK, SECONDED BY MR. ROCHE. ALL BEING IN FAVOR. MOTION CARRIES 3-0. (MR. NICHOLS ABSENT FOR VOTE)

III. DEPARTMENTAL REPORTS/REQUESTS

A. Special Children's Services
1. **Contracts** – Mrs. Brutsman requested approval to enter into a contract with Patricia Hooper, Speech Pathologist for Preschool. The rate, set by the committee, is \$65.00 per session up to one hour.

MOTION: AUTHORIZING SPECIAL CHILDREN'S SERVICES TO ENTER INTO A CONTRACT WITH PATRICIA HOOPER, SPEECH PATHOLOGIST FOR PRESCHOOL AT A RATE SET BY THE COMMITTEE AT \$65.00 PER SESSION UP TO ONE HOUR MADE BY MR. STACHNIK. SECONDED BY MR. ROCHE. ALL BEING IN FAVOR. MOTION CARRIES 3-0. (MR. NICHOLS ABSENT FOR VOTE)

Mrs. Brutsman informed the committee that the Arkport School District is requesting a rate of \$60.00 per day per child to transport Arkport School District children to the Pathways Program located in Canisteo at the Canisteo-Greenwood Elementary School.

MOTION: AUTHORIZING SPECIAL CHILDREN'S SERVICES TO ENTER INTO A CONTRACT WITH ARKPORT SCHOOL DISTRICT AT A RATE OF \$60.00 PER DAY PER CHILD TO TRANSPORT ARKPORT SCHOOL DISTRICT CHILDREN TO THE PATHWAYS PROGRAM LOCATED IN CANISTEO AT THE CANISTEO-GREENWOOD ELEMENTARY SCHOOL MADE BY MR. ROCHE. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 3-0. (MR. NICHOLS ABSENT FOR VOTE)

2. **Budget Transfer** – Mrs. Brutsman requested authorization to transfer \$150,000 from Preschool Tuition to Early Intervention Services. She commented that they have already spent \$84,000 of the Early

Intervention budget and they still have October, November and December to pay for. We are estimating that we will need \$150,000 to cover those three months.

MOTION: AUTHORIZING SPECIAL CHILDREN'S SERVICES TO TRANSFER \$150,000 FROM ACCT. #29600-5-407 820 SCS – EDUCATION – PRESCHOOL TUITION TO ACCT. #405900-5-420-550 EARLY INTERVENTION SERVICES MADE BY MR. STACHNIK. SECONDED BY MR. ROCHE.

Mr. McIntyre asked with this transfer have you forecasted this amount for next year? Mr. Alger replied we did not necessarily project this amount. We are re-examining that. Mrs. Brutsman commented we did already raise the budget \$100,000. Mr. Alger stated this program is increased at 25 percent per year. This is our new Medicaid.

VOTE ON PREVIOUS MOTION: ALL BEING IN FAVOR. MOTION CARRIES 3-0.

B. Health Care Facility

1. **Statistics** – Mr. Zehr distributed a financial statement dated September 30, 2006. Under revenue, we did split that up to show details of actual amounts. Medicaid is our highest payer. Mr. Stachnik asked this is an un-audited year-to-date statement? Mr. Zehr replied correct. This is done internally by our controller. The IGT has not showed up, nor has the disadvantaged share. We are also waiting for our share of the \$100 million grant that the State will be giving to county facilities. This year we will get 30 percent of that grant. These all equate to a substantial amount of revenue that we have not received.

Mr. Zehr explained that in 2001, we had lab charges that we had to pay back to the State in the amount of \$200,000. Since then, those charges have been reviewed and the State will be giving us back \$119,000. There is also the \$268,000 adjustment that we will receive for our case mix. All total, that is \$279,000 of revenue that we have received in the last three adjustments.

Mr. Nichols arrived.

2. **Fire Safety Training** – Mr. Zehr informed the committee that Russell Phillips came in to do fire safety training and during that the staff participated in evacuating patients from the facility.

3. **Contract** – Mr. Zehr requested authorization to increase the hourly rate for their registered dietician, Wilma Stewart, from \$40.00 to \$43.00.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO AMEND THEIR CONTRACT WITH REGISTERED DIETICIAN WILMA STEWART TO INCREASE THE HOURLY RATE FROM \$40.00 TO \$43.00 MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

4. **Physical Therapy Equipment** – Mr. Zehr informed the committee that they now have a Physical Therapist Assistant on contract who is working 30 hours per week. At one time, we had three contracts for Occupational Therapy to get us caught up. Now we have one Occupational Therapist who works 30 hours per week and two Occupational Therapists that are per diem. Mr. Zehr stated that at some point in the future, he will have statistics showing activity and productivity in the department and the impact that has on our rates. Currently, we have 11 rehabs in-house and 8 of those are receiving therapy twice daily. With our Occupational Therapists, we have been able to charge a higher reimbursement rate which is roughly \$300 per day.

Mr. Zehr requested authorization to purchase two pieces of equipment for the Physical Therapy department - a recumbent exercise bike at a cost of \$7,200 and an electro-stimulation unit at a cost of \$3,695. Mr. Zehr also requested authorization to transfer a total of \$10,895 from professional fees to purchase this equipment.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY ADMINISTRATOR TO TRANSFER A TOTAL OF \$10,895 FROM PROFESSIONAL FEES TO MAJOR EQUIPMENT TO PURCHASE A RECUMBENT EXERCISE BIKE FOR \$7,200 AND AN ELECTRO-STIMULATION UNIT FOR \$3,695 AND AMENDING THE MAJOR EQUIPMENT LIST TO REFLECT THIS CHANGE MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

5. **Criminal Background Checks** – Mr. Zehr informed the committee that there is a new company who will be doing the background checks. As such, the cost will be going from \$22.00 per check to \$99.00 per check. The State will be reimbursing us for those costs.

6. **Project Update** – Mr. Reagle briefly updated the committee on the progress of the project. He stated that between now and the end of November they expect to have 70 percent of the foundation in place. The underground utilities are in and the drainage is working. The plumber will be starting on Monday. We are right on track.

Mr. Norton explained there is a possibility that the steel contractor may be able to come out and start earlier. He stated they had an OSHA inspection on October 19th with no violations and they were pleased with how the work site looked.

Mr. Zehr stated that in August we made a decision regarding the therapy tub in the Physical Therapy area and included that as an add alternate. Because the bids came in low, we did implement that. As a result, SWBR did some additional drawings and work for us. The cost to do that was \$17,200 and he requested that the committee ratify that decision.

MOTION: RATIFYING AUTHORIZATION FOR SWBR TO PERFORM ADDITIONAL WORK RELATING TO THE INCLUSION OF THE THERAPY TUB IN THE PHYSICAL THERAPIST AREA FOR \$17,200 MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

7. **Change Orders** – Mr. Alger stated previously we had a discussion regarding the topsoil removal work that was done and there were concerns about the expense and the fact that the dirt was moved. Mr. Norton explained with topsoil, because it has a value, a lot of times it belongs to the owner and cannot be removed without the approval of the owner. We had Mr. Alger come out and take a look and we decided on a place to put the dirt and we paid the contractor on time and material to move it. If that had been put into the bid, you may have paid an unknown amount and they would sell it. This way, you have a contractor come in and you still have a commodity to use for your own use or to sell. By doing it this way you were able to control the bids.

Mr. Isaman asked how many cubic yards of soil was moved? Mr. Reagle replied there was 900 cubic yards on site that was already bermed. With the excavation, we had to move a total of 1,700 cubic yards that went off site. Mr. Norton stated topsoil could probably be sold for \$50.00 per yard. Any of the remaining excavation, the contractor owns that material and they have moved it and filled in some holes. They have been working with us with regard to this issue.

Mr. Norton distributed a handout depicting change orders. He commented that they have a change order that is in the process of being reviewed for Amthor Steel. This change relates to the need to accommodate the selected air handling units and beams that need to be increased in size. Another change order that is being reviewed is with Blackmon-Farrell Electric, Inc. There is a lighting issue in the courtyard that is currently being reviewed.

Mr. Norton reviewed the change orders that they are requesting approval for today. The first is with Javen Construction Company, Inc. There was a retaining wall footer rebar modification which was necessary as there were errors in the documents. They have three change orders for LeChase Construction Services, Inc. The first is for topsoil removal which we have discussed. The second is for storm structure modifications. Mr. Norton explained there was an issue with incorrect site elevations and they had to go deeper to excavate. The third change order relates to a sanitary conflict at the water line. When they were going from the building to the connection point they ran a water line which was not shown on the construction drawings. As a result, they had to move the water line.

Mr. Nichols asked could you explain what the rebar problem is? Mr. Lyons replied there was a mistake on the structural details. There was also a mistake on the shop drawings. We discovered the error when we came on-site. Basically, the heavier rebar bars were going the wrong way. The fix was to add another layer of steel on top of the existing retaining wall. Mr. Nichols asked his only question is does the County pay for the mistake that the architect made on the drawing? Mr. Lyons replied we were able to negotiate the cost down from \$60,000 to \$35,091.20. We have been talking with the contractor and they have modified their work schedule. Mr. Lyons commented we are not one hundred percent perfect. Part of the contingency does become picking up errors and omissions. We would like to see no more than 1 percent of the total project cost coming from contingency for errors and omissions. If it is 3 percent or more we consider that a failure on our part.

Mr. Nichols commented people make mistakes. When you did the re-engineering, did you charge us for that? Mr. Lyons replied it is nothing you will be billed for. Mr. Isaman asked how many linear feet of rebar was affected? Mr. Lyons replied 120 linear feet. Mr. Alger stated you have a design and construction contingency and they are there to pick up things you did not see or unexpected items.

Mr. McIntyre asked does SWBR have insurance that if a situation occurs that they can cover themselves? Mr. Lyons replied we have professional liability insurance. Mr. Isaman commented claims on insurance would more likely happen after the building is built. Mr. Lyons stated as we go through the project we will have errors, omissions, field conditions and owner changes. What we are going to do, is Pike is going to be stringent about letting the owner make changes until the building is out of the ground. In the spring we will get to a point where we will have a handle on where we stand.

Mr. Alger stated from the county's perspective, we have a difficulty controlling field or design conditions. Other owner changes don't happen until we know we can afford to do that. We want to minimize the amount of owner changes we have.

MOTION: APPROVING THE CHANGE ORDER FOR JAVEN CONSTRUCTION COMPANY, INC. FOR THE RETAINING WALL, FOOTER REBAR MODIFICATIONS IN THE AMOUNT OF \$35,091.20 MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION: APPROVING THE CHANGE ORDERS FOR LeCHASE CONSTRUCTION SERVICES, INC. FOR TOPSOIL REMOVAL OFFSITE (\$16,260.29), STORM STRUCTURE MODIFICATIONS (\$30,107.97) AND SANITARY CONFLICT AT THE WATER LINE (\$9,161.73) MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Mr. Lyons stated we do have a situation where we have water coming in on the tub floor, which is down another eight feet. Mr. Reagle stated we would like to build a structure and pump the water into the storm system. If you bring the water inside, you are asking for potential problems. Mr. Norton stated it is better to go to an added manhole and keep the water outside of the building. Mr. Alger explained we will have a change order coming to do that.

Mr. Lyons commented Pike has done a great job of getting the binder down on the parking lot for the winter months. If we can get a jump on the steel, we should be in good shape.

Mr. Alger stated there are some people who are comparing the two project sites. There are marked differences in the designs. With the Jail project we brought in the cells. With the Health Care Facility you are constructing a big foundation and it is taking more time to get out of the ground. Mr. Norton stated typically we spend months preparing for the steel.

Mr. Nichols stated with the retaining wall you have drains that line the wall all the way around. Are you going to put stone around as well? Mr. Norton replied we have a good draining site. We have all the drainage in place to meet the streamwater plan. The walls are waterproof and the drainage system is behind the walls. Mr. Nichols commented when this is done, the first big wet weather we have, we don't want wet floors in the basement. Mr. Alger stated that we are fortunate with the location of the site as we have not hit the clay and we have a very well drained site.

C. Office of Community Services

1. **Budget Transfer** – Dr. Anderson requested authorization to accept additional pass through funding from OMH and to appropriate those amounts to their contracts with Steuben Churchpeople Against Poverty (SCAP) and the Finger Lakes Parent Network.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO ACCEPT ADDITIONAL PASS THROUGH FUNDING FROM OMH AND APPROPRIATING \$890.00 TO STEUBEN CHURCHPEOPLE AGAINST POVERTY (SCAP) AND \$417.00 TO FINGER LAKES PARENT NETWORK AND AMENDING THE CONTRACTS TO REFLECT THIS CHANGE MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

2. **Directors' Conference** – Dr. Anderson informed the committee that on Monday and Tuesday he **attended** the Director's Conference in Albany. During their discussions, two topics came up that they would like to forward to NYSAC for their consideration.

The first topic relates to court ordered hospitalizations to forensic units. If a judge orders someone into a hospital, the county pays fifty percent. That can be a fairly heavy cost. The other way is when an individual is in the Jail and we go out and we have to send them to the hospital. Dr. Anderson explained their Association will be submitting to NYSAC a resolution that will call for an amendment to the mental hygiene law relative to the cost of services and removing the county charges after the first thirty days of care. This year we will have spent \$67,000 by the end of the year. Mr. Alger stated we have been successful in the past of avoiding the charges. This is the highest year in recent times. Dr. Anderson stated generally, the judges have been very cooperative and call us. The difference is that sometimes the judge just does not have any other options.

The second issue we are talking to NYSAC about is having OMH have more regulatory guidance in the forensic setting. That has both benefits and drawbacks. Anytime the State has the option to regulate, they also have the option to make unfunded mandates. However, currently our regulations are being determined by DCJS and CQC and they have no concept of what mental health issues should be.

3. **Building Issues** – Mr. Isaman asked has the heating been fixed? Dr. Anderson replied yes. Now they are having problems with the urinals. He stated that he made an executive decision and rather than have them ruin the walls, they are going to buy new urinals and replace them.

D. Public Health & Nursing Services

1. **Contracts** – Mrs. Fuerst presented her 2007 contract renewals for the committee's review and approval. She stated that the only changes were with physical therapy and the contract nurses rates. We are giving them a standard three to four percent increase. We are always recruiting and trying to retain nurses. With the physical therapist, they did 6,000 visits for us which equals \$500,000 in revenue. We feel that a four percent increase for the physical therapist is reasonable as is a three percent increase for the contract nurses. Mrs. Fuerst commented the only other change was an increase of fifteen percent for the cleaning of the Hornell office. The new rate will be \$43.00 per week.

MOTION: APPROVING THE 2007 CONTRACT RENEWALS FOR PUBLIC HEALTH & NURSING SERVICES MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

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. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION: AUTHORIZING SPECIAL CHILDREN'S SERVICES TO ENTER INTO A CONTRACT WITH TERP'S ENTERPRISES, INC. FOR TRANSPORTATION OF A CHILD TO THE ADDISON SCHOOL DISTRICT AT A RATE OF \$80.00 PER DAY MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION: TO ADJOURN MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Wednesday, December 6, 2006**

**PLEASE SEND AGENDA ITEMS TO THE
CLERK OF THE LEGISLATURE'S OFFICE
NO LATER THAN NOON
Wednesday, November 29, 2006.**

STEBEN COUNTY HEALTH & EDUCATION COMMITTEE

Wednesday, December 6, 2006

9:00 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE: Kenneth E. Isaman, Chair Robert V. Nichols, Vice Chair Gary D. Swackhamer

STAFF: Mark R. Alger Gregory P. Heffner Helen Brutsman
Vicki Fuerst Robert W. Anderson, Ph.D. John Zehr
James Gleason Nancy Smith David English
Frederick H. Ahrens, Jr.

LEGISLATORS: Philip J. Roche, Esq. Thomas J. McIntyre John Walsh

ABSENT: David Stachnik

OTHER: Mary Perham, *The Leader*

I. CALL TO ORDER

Mr. Isaman called the meeting to order. He led the Pledge of Allegiance and asked Mr. Swackhamer to lead a prayer in remembrance of Legislator Jamison.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE NOVEMBER 1, 2006 MEETING MADE BY MR. SWACKHAMER. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

III. DEPARTMENTAL REPORTS/REQUESTS

A. Public Health & Nursing Services

1. **Contracts** – Mrs. Fuerst requested authorization to enter into a new contract with Marsha Wallace for Physical Therapy. She also requested approval of a rate increase for Flower City Health Care.

MOTION: AUTHORIZING PUBLIC HEALTH & NURSING SERVICES TO ENTER INTO A NEW CONTRACT WITH MARSHA WALLACE, PHYSICAL THERAPIST AT A RATE OF \$65.00 PER VISIT AND AUTHORIZING AN INCREASE IN THE CONTRACT FOR FLOWER CITY HEALTH CARE AT A RATE OF \$21.24 PER HOUR FOR HOME HEALTH AIDE, \$20.06 PER HOUR FOR PERSONAL CARE AIDE AND \$18.88 PER HOUR FOR HOMEMAKER MADE BY MR. SWACKHAMER. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

2. **Hornell Lease** – Mrs. Fuerst informed the committee that SJM Properties wants to increase the rent to \$1,686 per month, which equates to approximately \$20,000 per year. Our current month rate is \$1,406. She requested an Executive Session to discuss the details.

3. **Mass Flu Clinic** – Mrs. Fuerst stated they had a mass flu clinic on Saturday, December 2nd as an emergency preparedness drill. This was a drive-through clinic where we gave out free flu shots. We had two locations, Campbell-Savona Bus Garage and North Hornell Bus Garage. Our goal was to do 500 individuals at each location. We did 400 in North Hornell and 250 in Campbell-Savona. It was very successful. Mr. McIntyre commented that the Bradford Town Clerk participated in this event and said that it was very efficient and very pleased with what they did.

B. Office of Community Services

1. **Hornell Lease** – Dr. Anderson stated that he is looking to renew their current lease for office space in Hornell. Our lease will expire in March 2007. The individual they lease from is looking to increase the rent by \$1.00 per square foot which would go into the repairs and upkeep of the building. Dr. Anderson commented that he feels it is a fair lease.

Mr. Alger asked what is the square footage? Dr. Anderson replied 5,300. Mr. Isaman requested that Dr. Anderson bring this request back to the committee at the January meeting.

2. **Janitorial Services** – Dr. Anderson informed the committee that they sent out the bid for cleaning services. The bids will be opened January 4, 2006. Our current contract will expire at the end of December. He requested authorization to extend the contract month to month until a new contract is awarded.

Mr. Alger stated they were trying to get a more comprehensive bid and also included services for the County Office Building in the hopes of attracting more vendors.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO EXTEND THEIR CURRENT CONTRACT FOR CLEANING ON A MONTH TO MONTH BASIS PENDING THE AWARD OF A NEW JANITORIAL SERVICES CONTRACT MADE BY MR. NICHOLS. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

3. **Training** – Dr. Anderson stated that Family Services is once again offering Professional Training. We pay \$3,000 and then get 60 tickets. The regular price for the training is \$100.00. If we go over the number of tickets we have purchased, we are able to get a reduced price of \$75.00.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO SPEND \$3,000 TO PURCHASE 60 TICKETS FOR A PROFESSIONAL TRAINING BEING OFFERED BY FAMILY SERVICES MADE BY MR. SWACKHAMER. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

4. **Personnel - Psychologist** – Dr. Anderson requested authorization to activate a zero-based psychologist position for 2007. He talked with Mrs. Smith and they have one zero-based position that they put into the budget for 2006 waiting for revenues to pay for it. We will be able to conservatively come up with 90 percent of what the position costs. This position would take over some of the caseload that Special Children's Services sends to Rochester and other places as that is a huge expense. That would make up 30 percent of this position's caseload. If we had 10 preschool and 4 early intervention children seen on a weekly basis for ten months, the revenue would be approximately \$75,000. That is not out of line with the estimated number of children that are available to be seen right now. If this position is spending half of their time working with those children, then the other half of the time they would be working with us in the clinic and that would also generate revenue.

Mrs. Brutsman commented currently we have psychologists that comes down from Rochester and they charge us \$150.00 per hour, which is the most we have paid someone. The psychologists come down once or twice a month. This would be a way to keep the money that we spend in the County.

Mr. Swackhamer asked will this position lead to the addition of other staff? Mr. Alger replied probably not. We don't have much of a demand for psychologists. We have to ask whether or not this is an efficient use of a staff person. It can be a good thing as long as that position can see enough clients to cover the costs. The disadvantage is you are paying that position whether they see enough clients or not.

Mr. Swackhamer asked once we get that position, are we going to need a secretary or Special Education Teacher? Dr. Anderson replied the amount of secretarial work will not increase. We are not seeing as quick a decrease in secretarial need because of the new software. Dr. Anderson commented that he did not anticipate that the billing office would become more efficient. We have two individuals who specifically work on collections. What he had previously thought was that with the software that would free up more secretarial staff to do the billing.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO ACTIVATE ONE ZERO-BASED PSYCHOLOGIST POSITION MADE BY MR. SWACKHAMER. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Mr. Alger stated he has talked about a balance with Mrs. Brutsman. There are certain instances when we are paying a contractor to see children and he believes that if you hire someone the risk is lower. If you have a preschool program where we have a number of clients and you go in and see a caseload, your risk of the unavailability of the child to be seen is less and there is no cost with the travel time. It may be in certain instances that you would like to look at hiring someone.

5. **Personnel – Temporary Positions** – Dr. Anderson requested approval to fill a couple of temporary positions. With the death of Doris Heuring, we would really like to hire someone temporarily. Then they will have a couple of months to determine the best utilization for the position that Mrs. Heuring held. Mrs. Smith commented that Dr. Anderson will just need to submit a vacancy request.

6. **Association Membership** – Dr. Anderson requested permission to join the National Association of County Behavioral Health Directors. Annual membership is \$375.00.

MOTION: AUTHORIZING THE DIRECTOR OF COMMUNITY SERVICES TO JOIN THE NATIONAL ASSOCIATION OF COUNTY BEHAVIORAL HEALTH DIRECTORS WITH AN ANNUAL MEMBERSHIP OF \$375.00 MADE BY MR. SWACKHAMER. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

C. Special Children's Services

1. **Contracts** – Mrs. Brutsman requested approval to enter into a contract for Preschool with Stepping Stones Learning Center for Special Education Itinerant Teacher Services at a rate of \$33.00 per half hour, Related Services at a rate of \$65.00 per session up to one hour and Psychologist at a rate of \$150.00 per hour. She also requested authorization to enter into a contract with Stepping Stones Learning Center for Early Intervention Services at a rate of \$70.00 per basic session and \$98.00 per extended session and for \$165.00 for a supplemental evaluation.

MOTION: AUTHORIZING SPECIAL CHILDREN'S SERVICES TO ENTER INTO A CONTRACT WITH STEPPING STONES LEARNING CENTER FOR SPECIAL EDUCATION ITINERANT TEACHER SERVICES AT A RATE OF \$33.00 PER HALF HOUR, RELATED SERVICES AT A RATE OF \$65.00 PER SESSION UP TO ONE HOUR AND PSYCHOLOGIST AT A RATE OF \$150.00 PER HOUR AND ALSO TO ENTER INTO A CONTRACT WITH STEPPING STONES LEARNING CENTER FOR EARLY INTERVENTION SERVICES AT A RATE OF \$70.00 PER BASIC SESSION AND \$98.00 PER EXTENDED SESSION AND \$165.00 FOR A SUPPLEMENTAL EVALUATION MADE BY MR. NICHOLS. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Mrs. Brutsman requested authorization to renew all current Early Intervention contracts for 2007.

MOTION: AUTHORIZING SPECIAL CHILDREN'S SERVICES TO RENEW ALL CURRENT EARLY INTERVENTION CONTRACTS FOR 2007 MADE BY MR. NICHOLS. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Mrs. Brutsman requested authorization to renew their contract with James McGuinness for 2007. This is the contract for Preschool software to help with billing and reimbursement.

MOTION: AUTHORIZING SPECIAL CHILDREN'S SERVICES TO RENEW THEIR CONTRACT WITH JAMES MCGUINNESS FOR 2007 MADE BY MR. SWACKHAMER. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

2. **Appointments** – Mrs. Brutsman presented the appointments to the Steuben County Early Intervention Coordinating Council for approval.

MOTION: APPROVING THE APPOINTMENTS TO THE STEUBEN COUNTY EARLY INTERVENTION COORDINATING COUNCIL MADE BY MR. NICHOLS. SECONDED BY MR. ISAMAN. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Mrs. Brutsman distributed a list of the County Representatives on the Committee on Preschool Special Education in the school districts.

D. **Health Care Facility**

1. **Statistics** – Mr. Zehr reported that the State has a new rate methodology that will be phased in during 2007 – 2009. As part of that, there is a requirement that allows nursing home facility to stop doing PRI's. Our case mix during the month of November was .12165. We feel this is a good case mix and we are going to go forward with not having to do the PRI's. Mr. Zehr noted the census has been at 95.18 percent. In the near future you will not see 100 percent occupancy like we used to.

Mr. Nichols commented that he saw the State Health Commission report that they were going to be closing some nursing homes. He finds that to be unbelievable. Mr. Zehr replied the Commission's emphasis is to start the transition from being historically inpatient, long-term care settings to get services out in the public through Public Health Nursing Services, assisted living, etc. The Central Region of New York made out fine. For the most part, the changes suggested by the Commission seem to be accepted. There will be a financial incentive to do what the Commission has suggested.

Mr. Zehr stated the financial reports are through October 31, 2006. There is a \$385,000 deficit. This does not include any of the disadvantaged facility funding that we will be getting. That amount also does not include the IGT or the quality assurance initiative. We will be receiving percentages of the IGT and quality assurance initiative. These three items are still yet to go against the expenses we have. Mr. Zehr explained Medicare A pays for the first 120 days of inpatient care in full and the next 80 days are paid at 80 percent.

2. **Rate Increase** – Mr. Zehr stated that annually they take a look at area facility rates. He would like to increase the rates three to five percent. We would be looking at a \$5.00 increase. This increase will keep us in the middle with regard to what other area facilities are charging.

MOTION: APPROVING A RATE INCREASE FOR PRIVATE ROOMS FROM \$233.20 IN 2006 TO \$238.50 FOR 2007 AND FOR SEMI-PRIVATE ROOMS FROM \$243.80 IN 2006 TO \$249.10 FOR 2007 MADE BY MR. SWACKHAMER. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

3. **Correction to November Minutes** – Mr. Zehr requested a correction to the November minutes with regard to the fee for the dietician. That rate is actually going to \$42.00.

MOTION: AMENDING THE MINUTES OF THE NOVEMBER HEALTH & EDUCATION COMMITTEE MEETING TO REFLECT THE RATE FOR THE DIETICIAN AS BEING \$42.00 MADE BY MR. NICHOLS. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

4. **Vending** – Mr. Zehr informed the committee that the in-house vending is going very well. As of November, they have made \$16,000.00.

5. **2007 Contracts** – Mr. Zehr presented his 2007 contract renewals for approval. He commented that they are still evaluating the contracts for SDS of New York as well as Sodexo.

MOTION: APPROVING THE FOLLOWING CONTRACT RENEWALS FOR 2007 FOR THE HEALTH CARE FACILITY: AMERICAN HEALTH CARE, B&B SERVISOFT, BATH AMBULANCE, BHS (BUFFALO HOSPITAL SUPPLY), CLIMATE ENGINEERING, COMPANION RADIO, DR. CURTIS CRANMER, DATA ORIENTED SYSTEMS, CHRIS DONEGAN, DANAE DONEGAN, HEALTHTRAC (MDTS), IRA DAVENPORT MEMORIAL HOSPITAL, NCS HEALTHCARE/OMNICARE, R. PHILLIPS & ASSOCIATES, LC, RURAL METRO, ST. JOSEPH'S ST, SIMPLEX GRINNELL FIRE SYSTEMS, SOUTHERN TIER FIRE EXTINGUISHER, SOUTHERN TIER HEARING SERVICES, STEUBEN PODIATRY, SHAWNA STEELE, UNLIMITED ENERGY, INC. AND CARRIE VAN SLYKE MADE BY MR. NICHOLS. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Mr. Isaman asked how are we doing with our Accounts Receivable? Mr. Zehr replied he will bring those figures to the January meeting. He stated that last year they had written off approximately \$235,000.00

6. **Infusion Pumps** – Mr. Zehr informed the committee that previously they had purchased four infusion pumps from Everything Medical. Everything Medical would like to purchase them back from us for \$100.00 each. We no longer are using them.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO SELL FOUR INFUSION PUMPS TO EVERYTHING MEDICAL FOR \$100.00 EACH MADE BY MR. SWACKHAMER. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

7. **Name Change Ideas** – Mr. Zehr stated that he is asking for ideas for selecting a name for the facility. He asked the committee if they had any parameters to follow? In the next few months if we decide to change the name, we will need to fill out the appropriate paperwork. He asked the committee members to please call him if they had any ideas.

Mr. Swackhamer asked do we really need to change the name? Mr. Zehr replied he thinks so. The Commission has put an emphasis on non-institutions and having more care and rehab and making people well and sending them back to their homes. He would like to go with something that has “Rehabilitative Services” in the title.

Mr. Isaman commented that he doesn't know if that is our main thrust with the facility. Mr. Zehr stated that he could bring in some examples of what other counties have named their facilities.

8. **Roof Repair** – Mr. Zehr informed the committee that they have a leak in their existing roof. This leak just happened over the weekend and they are in the process of seeking quotes. As of yet, he has nothing to report. Within the next two weeks we should be receiving quotes for the repairs. The leak is in the peaked shingled area. We have five peaks that something could happen to.

Mr. Alger stated if we receive the quotes before the Legislative Meeting, we could schedule a special meeting. He explained, we are going to bid for the replacement of the current Jail flat roof. If we are looking at replacing the roof on the Health Care Facility, it might be appropriate to bid both the facilities at the same time. You may be able to get a better price doing it that way. At least it is something we can look at. Mr. Nichols commented we need to figure out what to do with the old facility before we put a roof on it. Mr. Isaman asked is it a dripping leak? Mr. Zehr replied yes.

9. **Personnel** – Mr. Zehr informed the committee that he has had two staff resign in the past two weeks; Diane Krans and Robin Kelly. He is working with Personnel to figure out how to replace those positions. He will report back to the committee on the status next month. They are looking at possibly restructuring those existing positions.

10. **Physical Therapy** – Mr. Zehr reported that physical therapy services activity since August has increased in volume. They have also been able to spread out physical therapy days into five various categories. The five categories are low, medium, high, very high and ultra high. They are all covered under Medicare. We would like to be able to bring a Certified Occupational Therapy Assistant on board. Our Occupational Therapist is getting 30 hours per week which would be reduced down to approximately 10 hours per week if we can hire the Certified Occupational Therapy Assistant. That new position would be paid at a lesser rate.

11. **Contract Extension** – Mr. Zehr requested authorization to extend their contract with UHY for one year to do auditing services.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO EXTEND THEIR CURRENT CONTRACT WITH UHY FOR ONE YEAR FOR AUDITING SERVICES MADE BY MR. SWACKHAMER. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

12. **Project Update** – Mr. Zehr reported that they had a concern about the speed in which the cement was being poured. We thought it was too slow. That all coincides with the delivery of the steel. When the steel arrives they will start erecting it. They have more staff working on site. Most of the high retaining wall is done. Mr. Zehr informed the committee that they have had no recent change orders. We will be moving the toilets 2 inches more to the center of the rooms. There will be no financial impact as a result of that as we caught it in time.

Mr. Alger commented the construction manager has no concerns and believes they are on schedule and on task. The concern was ours with regard to the speed of the project. They say they will be ready for the steel when it gets here.

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. SWACKHAMER. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. NICHOLS. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION: TO ADJOURN MADE BY MR. SWACKHAMER. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Wednesday, January 3, 2007 @ 9:00 a.m.**

**PLEASE SEND AGENDA ITEMS TO THE
CLERK OF THE LEGISLATURE'S OFFICE
NO LATER THAN NOON
Wednesday, December 27, 2006.**