

STEUBEN COUNTY HEALTH AND EDUCATION COMMITTEE

Wednesday, January 2, 2008

8:30 a.m.

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

****MINUTES****

COMMITTEE:	Robert V. Nichols, Vice Chair	Thomas J. Ryan	David R. Stachnik
STAFF:	Mark R. Alger Robert W. Anderson, Ph.D. David English	Helen Brutsman Robert Biehl Carol Whitehead	David McCarroll Frederick H. Ahrens, Jr.
LEGISLATORS:	Philip J. Roche, Esq. Francis L. Gehl	Lawrence P. Crossett Scott J. VanEtten	Dan C. Farrand John S. Walsh
OTHER:	Mary Perham, <i>The Leader</i>		

I. CALL TO ORDER

In the absence of Mr. Nichols, Mr. Stachnik called the meeting to order at 8:30 a.m.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE DECEMBER 5, 2007 AND DECEMBER 17, 2007 MEETINGS MADE BY MR. RYAN. 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. **Appointments to Local Early Intervention Coordinating Council** – Mrs. Brutsman presented the appointments to the Local Early Intervention Coordinating Council for approval. She commented that they still need to appoint one Legislator representative and one parent representative. Mr. Alger suggested holding off on the appointment of the Legislator representative until after the committee assignments.

MOTION: APPROVING THE APPOINTMENTS TO THE LOCAL EARLY INTERVENTION COORDINATING COUNCIL MADE BY MR. ROCHE. SECONDED BY MR. RYAN. ALL BEING IN FAVOR. MOTION CARRIES 3-0. (MR. NICHOLS ABSENT FOR VOTE)

2. **Contingent Fund Transfer** – Mrs. Brutsman reported that the Preschool Program has run out of money as we have been paying for prior years expenses and we still owe quite a bit. She stated that she has been working with Mr. Alger and the Treasurer’s Office to determine how to pay for this. She requested authorization to transfer \$550,000 from the 2007 Contingent Fund to cover these expenses.

Mr. Stachnik asked Mrs. Brutsman to explain what has been going on with the Medicaid refusals. Mrs. Brutsman stated that Medicaid has decided that they should no longer pay transportation costs for school districts and counties for the transportation of children for special education. They are saying that children would be transported to classes anyway and they may not pay those claims. Mrs. Brutsman stated her guess is they won’t pay those claims. With regard to speech therapy, Medicaid is saying that it is not well documented and school districts are using speech teachers without the supervision of speech pathologists.

Mrs. Brutsman stated Medicaid has stopped paying for speech therapy and transportation. They still are paying for physical therapy and occupational therapy. They no longer will pay for psychological evaluations unless they are done by a doctorate level psychologist. The school districts use school psychologists to do evaluations and Medicaid will no longer pay for that.

Mr. Alger commented this is a result of a Medicaid Audit done on the federal level and they are telling the State not to pay certain claims. He asked Mrs. Brutsman to total up the last year's spending on prior years rate adjustments and that was \$1.5 million. Of the \$1.3 million currently due, our share is \$550,000. The claims we are paying for go back to 1999. Mr. Alger commented they are doing this statewide. The discussions and reports we have heard about the preschool program suggest a cap on the local share. If they do cap this program, they will want to make sure all of the prior claims are included in that history.

Mr. Alger explained the process is that Medicaid goes through all of the claims they receive and if they can find anything to kick out a claim, they do. They are looking particularly at special services. In the case of the school districts, they are using a lot of speech therapists that are teachers, not pathologists. If they are not properly supervised, Medicaid will kick those claims out. In the big picture, the Medicaid Inspector General is doing this. The State Education Department is not billing for these services because they believe they will be kicked out by Medicaid and become part of the regular program.

Mr. Alger commented we can ask our Senator and Assemblyman to request legislation to set the rate methodology so this doesn't happen in the future.

Discussion followed.

MOTION: AUTHORIZING THE TRANSFER OF \$550,000 FROM THE 2007 CONTINGENT FUND TO COVER 2007 EXPENSES IN TUITION AND TRANSPORTATION AS WELL AS PRIOR YEAR'S EXPENSES FOR THE PRESCHOOL PROGRAM MADE BY MR. ROCHE. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 4-0. (CHAIRMAN ROCHE VOTED) Resolution Required.

B. Health Care Facility

1. **Occupancy Report** – Mr. McCarroll informed the committee that their occupancy for the year is 95.4 percent. Our goal is to have our occupancy level above 95 percent. We have been making a more aggressive effort to get rehabilitation patients.

2. **Room Rate Increase** – Mr. McCarroll requested authorization to increase the room rate for a private room to \$265.00 and a semi-private room to \$254.00. Mr. Alger explained we will get a patient for a short time that is private pay and we need to have a rate set. What we charge draws down the patient's reserve and then they become Medicaid eligible. Our rates need to be above the Medicaid rate, but not too high. Currently our rates fall in the mid range for our area.

MOTION: INCREASING THE ROOM RATES AT THE HEALTH CARE FACILITY FOR A PRIVATE ROOM TO \$265.00 AND FOR A SEMI-PRIVATE ROOM TO \$254.00 MADE BY MR. STACHNIK. SECONDED BY MR. RYAN. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

3. **Reclassification** – Mr. McCarroll requested authorization to reclassify a Grade IV Part-Time Food Service Helper to a Grade XI Physical Therapy Assistant.

MOTION: AUTHORIZING THE RECLASSIFICATION OF A GRADE IV PART-TIME FOOD SERVICE HELPER TO A GRADE XI PHYSICAL THERAPY ASSISTANT AT THE HEALTH CARE FACILITY MADE BY MR. STACHNIK. SECONDED BY MR. RYAN. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Resolution Required.

4. **Project Update** – Mr. Norton informed the committee they are in the final steps of the finishing work in the building and are also checking all of the systems and getting ready for staff training. All of the

HVAC systems are up and running. Mr. Nichols asked is the lift system going to go from the bed directly into the bathroom? Mr. Norton replied the five bariatric units will have that.

Mr. Alger informed the committee that they have one change order which is a result of what we did last year in the parking area. We had put the binder down last fall and LeChase has come back and replaced that. We had budgeted \$75,000 for this and it came in at \$55,000.

MOTION: APPROVING A CHANGE ORDER FOR LECHASE IN THE AMOUNT OF \$55,000 FOR THE REPLACEMENT OF THE BINDER IN THE PARKING AREA AT THE NEW HEALTH CARE FACILITY MADE BY MR. RYAN. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Mr. Nichols commented we have done very well with this project and there have not been many change orders.

Mr. Nichols asked what is the status of the landscaping? Will we need to reseed it? Mr. Norton replied because of the new laws, we have to do the seeding and mulching to monitor runoff. We were late in doing that, but it was something we had to do. There will be some touch up work that will need to be done.

Mr. Alger commented overall, the job has gone very well. With regard to the internal operations, Pike was able to move through the building with the contractors. They have done a good job and the contractors also deserve a lot of credit.

5. **Bed Bid** – Mr. Gleason informed the committee that with this bid the technology for the beds is relatively new. We did receive bids back, however, the bidders did not meet all of the aspects of the specifications. He requested authorization to reject the bids and rebid and award at the Board Meeting in January.

Mr. Alger commented by rebidding we may be a week or so behind in moving into the facility, but by rejecting this bid we avoid potential problems with the vendors. Hopefully we can get the beds in before we move. Mr. Alger explained we are looking for beds that will be as close to the floor as possible and this is mostly wanted for patient safety. We can no longer restrain patients or use bedrails. The closer to the floor the beds, the less likely the patients are to get hurt if they roll out.

MOTION: REJECTING THE BIDS FOR THE BEDS AT THE HEALTH CARE FACILITY AND AUTHORIZING THE PURCHASING DIRECTOR TO REBID MADE BY MR. STACHNIK. SECONDED BY MR. RYAN. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

C. Office of Community Services

1. **Budget Transfer** – Dr. Anderson requested authorization to accept \$59,409 from OMH as pass through money and appropriating to their contract with SCAP for supported housing.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO ACCEPT \$59,409 IN PASS THROUGH DOLLARS FROM THE OFFICE OF MENTAL HEALTH AND APPROPRIATING TO THEIR CONTRACT WITH SCAP FOR SUPPORTED HOUSING MADE BY MR. STACHNIK. SECONDED BY MR. RYAN. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

2. **Audit** – Dr. Anderson informed the committee that the Office of the Medicaid Inspector General is currently doing an audit of their Alcohol and Substance Abuse Program.

D. Personnel

1. **Tuition Aid Request** – Mr. Biehl presented a tuition aid request for Muriel Brown, Health Care Facility, to take three courses entitled “Clinical Practicum I”, “Clinical Practicum Theory I” and “Technology in Nursing Education”. He recommended approval.

MOTION: APPROVING THE TUITION AID REQUEST FOR MURIEL BROWN OF THE HEALTH CARE FACILITY TO TAKE THREE COURSES ENTITLED "CLINICAL PRACTICUM I", "CLINICAL PRACTICUM THEORY I" AND "TECHNOLOGY IN NURSING EDUCATION" MADE BY MR. RYAN. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION: TO ADJOURN MADE BY MR. RYAN. 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, February 6, 2008 @ 9:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON on Wednesday, January 30, 2008.**

STEBEN COUNTY HEALTH AND EDUCATION COMMITTEE

Special Meeting

Tuesday, January 22, 2008

9:00 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE: Thomas J. Ryan, Chair John S. Walsh, Vice Chair Robert V. Nichols
Thomas C. Schwartz

STAFF: Mark R. Alger David McCarroll James Gleason
Frederick H. Ahrens, Jr. David English Carol Whitehead

LEGISLATORS: Philip J. Roche, Esq. Lawrence P. Crossett Dan C. Farrand
Francis L. Gehl Joseph J. Hauryski Scott J. VanEtten
Randolph J. Weaver

ABSENT: David R. Stachnik

I. CALL TO ORDER

Mr. Ryan called the meeting to order at 9:15 a.m. and lead the Pledge of Allegiance.

II. DEPARTMENTAL REPORTS/REQUESTS

A. Health Care Facility

1. **Bed Bids** – Mr. Ahrens recommended going into Executive Session pursuant to Public Officers' Law, Article 7§ 105.1.F as we will be discussing the performance of a particular vendor.

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. SCHWARTZ. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: AWARDING THE BED BID TO THE LOW BIDDER, JOERNS HEALTHCARE, INC. OF STEVENS POINT, WISCONSIN FOR \$109,197.92 AND AWARDING THE BED BID FOR THE BARIATRIC BEDS TO THE LOW BIDDER, HILL-ROM, INC. OF BATESVILLE, INDIANA FOR \$10,296.00 MADE BY MR. NICHOLS. SECONDED BY MR. WALSH. 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. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

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

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

STEBEN COUNTY HEALTH AND EDUCATION COMMITTEE

Wednesday, February 6, 2008

9:00 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE: Thomas J. Ryan, Chair John S. Walsh, Vice Chair Robert V. Nichols
Thomas C. Schwartz

STAFF: Mark R. Alger Gregory P. Heffner Helen Brutsman
Robert W. Anderson, Ph.D. David McCarroll James Gleason
Carol Whitehead Frederick H. Ahrens, Jr.

LEGISLATORS: Lawrence P. Crossett

ABSENT: David R. Stachnik

OTHER: Mary Perham, *The Leader*

I. CALL TO ORDER

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

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE JANUARY 2, 2008 AND JANUARY 22, 2008 MEETINGS MADE BY MR. WALSH. SECONDED BY MR. SCHWARTZ. ALL BEING IN FAVOR. MOTION CARRIES 3-0. (MR. NICHOLS ABSENT FOR VOTE)

III. DEPARTMENTAL REPORTS/REQUESTS

A. Public Health & Nursing Service

1. **Health Services Advisory Board Appointment** – Mr. Alger requested approval to appoint Beth Clark to the Health Services Advisory Board for a four-year term commencing 1/1/08 and ending 12/31/11.

MOTION: APPOINTING BETH CLARK TO THE HEALTH SERVICES ADVISORY BOARD FOR A FOUR-YEAR TERM COMMENCING 1/1/08 AND ENDING 12/31/11 MADE BY MR. SCHWARTZ. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0. (MR. NICHOLS ABSENT FOR VOTE)
(Resolution Required)

B. Special Children’s Services

1. **Contract** – Mrs. Brutsman requested authorization to enter into a contract with Laurie Harrian, speech pathologist for both Preschool and Early Intervention. She explained the rate for Preschool services is set by the committee at \$65.00 per session. The Rate for Early Intervention is set by the State at \$70.00 up to one hour and anything over one hour is \$98.00 plus.

Mr. Alger commented the Governor did freeze a proposed increase on the Early Intervention rates.

MOTION: AUTHORIZING SPECIAL CHILDREN'S SERVICES TO ENTER INTO A CONTRACT FOR EARLY INTERVENTION AND PRESCHOOL SERVICES WITH LAURIE HARRIAN, SPEECH PATHOLOGIST MADE BY MR. SCHWARTZ. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

C. Health Care Facility

1. **Occupancy** – Mr. McCarroll informed the committee that occupancy is currently at 94.47 percent. That is a little below our 95 percent average. Mr. Schwartz asked how many vacant beds do you have at this percentage? Mr. McCarroll replied about five.

2. **Bed Bid** – Mr. McCarroll stated at the last meeting we awarded the bed bid and there had been an issue with the batteries. We had talked to the vendor and they had agreed to furnish the batteries, but then didn't and then the vendor had suggested a credit. We received a letter from the vendor stating that in place of the batteries they will send us 104 in-panel nurse control devices plus six battery backup's. He requested authorization to amend the bed bid to include the acceptance of these features at no additional cost.

MOTION: AMENDING THE BED BID CONTRACT TO INCLUDE 104 IN-PANEL NURSE CONTROL DEVICES AND SIX BACK UP BATTERIES AT NO ADDITIONAL COST MADE BY MR. NICHOLS. SECONDED BY MR. SCHWARTZ FOR DISCUSSION.

Mr. McCarroll commented we are targeting February 28, 2008 for the delivery and set up of the beds. The tentative opening date for the facility is April 14, 2008. We will have an open house for physicians, Legislators, staff, etc. on April 10, 2008 with an open house for families scheduled for April 12, 2008. We will move all of the residents on one day.

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

Mr. Alger suggested the committee vote on the proposed timeframe for the transition plan.

MOTION: APPROVING APRIL 14, 2008 AS THE OPENING DATE OF THE HEALTH CARE FACILITY WITH AN OPEN HOUSE SCHEDULED FOR LEGISLATORS, PHYSICIANS AND STAFF ON APRIL 10, 2008 AND AN OPEN HOUSE FOR FAMILIES SCHEDULED FOR APRIL 12, 2008 MADE BY MR. NICHOLS. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3. **Contracts** – Mr. McCarroll requested authorization to renew their contract with Freed, Maxick & Battaglia with the same terms and conditions. Mr. Alger commented this is the contract with John Kropski who put the Certificate of Need together. Their role for the upcoming year is to help us with the transition and maximize what we can for the rate. We need to do everything we can to get the most reimbursement for the first year as that will become our base year.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO RENEW THEIR CONTRACT WITH FREED, MAXICK & BATTAGLIA WITH THE SAME TERMS AND CONDITIONS MADE BY MR. NICHOLS. SECONDED BY MR. SCHWARTZ. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mr. McCarroll requested authorization to enter into a contract with West Fire Systems for fire alarm monitoring. The rate is \$28.00 per month.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO ENTER INTO A CONTRACT WITH WEST FIRE SYSTEMS TO PROVIDE FIRE ALARM MONITORING SERVICES AT A RATE OF \$28.00 PER MONTH MADE BY MR. SCHWARTZ. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mr. McCarroll requested authorization to enter into a contract with Rush Heating and Cooling for the maintenance of the HVAC system at the current Health Care Facility at a rate not to exceed \$40.00 per hour.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO ENTER INTO A CONTRACT WITH RUSH HEATING & COOLING FOR MAINTENANCE OF THE HVAC SYSTEM AT THE CURRENT HEALTH CARE FACILITY AT A RATE NOT TO EXCEED \$40.00 PER HOUR MADE BY MR. SCHWARTZ. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

4. **Project Update** – Mr. McCarroll informed the committee that they are at a point where they are putting the furniture in place. The contractors are working on the final finishes now. Mr. Alger commented he doesn't have a final report as we are at the critical end of the project. Mr. Nichols stated the project stayed on budget or under budget. Mr. McCarroll stated we were under budget for the beds.

D. **Office of Community Services**

1. **Audit** – Dr. Anderson informed the committee that the auditors just completed their survey of the Alcohol and Substance Abuse program. They will return in April with the results.

2. **Budget Transfer** – Dr. Anderson requested authorization to accept \$350,824.00 in additional OASAS pass through funding for the DePaul Detox Center at the Bath VA and amending their contract to reflect same.

Mr. Alger explained the way that funding from OASAS works is that Dr. Anderson controls all of the funds for this program in the County. Any contract that the State does for these services within the County goes through the Office of Community Services. There is no local share and we are in the position of funneling the money to these programs.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO ACCEPT AN ADDITIONAL \$350,824.00 IN PASS THROUGH FUNDING FROM OASAS AND TRANSFERRING THAT TO THE LINE ITEM FOR THE DEPAUL PROGRAM AT THE BATH VA AND AMENDING THEIR CONTRACT TO REFLECT THIS INCREASE MADE BY MR. SCHWARTZ. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Dr. Anderson commented that OASAS also passed through an additional \$3,300 for Hornell Concern for Youth and \$2,700 for Kinship.

Dr. Anderson requested authorization to extend their contract with Craig Christiansen for forensic services. We will be doing the contract on a month to month basis as we are trying to improve and increase our services in the Jail.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO EXTEND THEIR CONTRACT WITH CRAIG CHRISTIANSEN TO PROVIDE FORENSIC SERVICES ON A MONTH TO MONTH BASIS AT THE STEUBEN COUNTY JAIL AT A RATE OF \$35.00 PER HOUR MADE BY MR. SCHWARTZ. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3. **Road to Recovery – STEPS** – Dr. Anderson informed the committee this is a program that they do with the District Attorney's Office and it provides services for first time felons if their background shows chemical addiction and if it seems as though treatment will likely lead them to not engage in criminal activities. The program mandates a minimum period of time that an individual is in residential treatment. There are times when we are unable to get individuals into Cayuga Addiction Recovery Services for that purpose. Dr. Anderson requested authorization to contract with Catholic Family Center and Cazenovia Recovery Center to provide beds in the event that beds are unavailable at Cayuga Addiction Recovery Services.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO ENTER INTO CONTRACTS WITH THE CATHOLIC FAMILY CENTER AND CAZENOVIA RECOVERY CENTER TO PROVIDE BEDS IN THE EVENT THAT CAYUGA ADDICTION RECOVERY SERVICES IS UNAVAILABLE MADE BY MR. SCHWARTZ. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

4. **Student Risk Assessments** – Dr. Anderson stated in conjunction with the Steuben Rural Health Network, Family Services, Catholic Charities and Hornell Concern for Youth, we are doing risk assessment of students in all of the schools in the County, with the exception of Corning-Painted Post. This assessment measures the risks of students getting involved in drugs, sex, and other destructive behaviors. As a result, we will be trying to determine the best way to provide education to the students. This assessment will be for at-risk students. Using the risk assessments, we will be able to identify the trends to be able to identify the educational curriculum.

5. **Community Services Board Appointments** – Dr. Anderson stated there are two changes to the Community Services Board and he will bring those to the Committee in March for approval.

E. Administrator

1. **Cellular Phone Requests – Office of Community Services** – Mr. Alger stated that Dr. Anderson has a cellular phone request for approval. Dr. Anderson requested authorization for two cellular phones, one of which he would like to assign to Jennifer Rivera who provides services for the Hornell School District. Ms. Rivera does home visits and attends meetings that are not necessarily located on the campus of the district.

MOTION: APPROVING TWO CELLULAR PHONE REQUESTS FOR THE OFFICE OF COMMUNITY SERVICES, ONE OF WHICH IS TO BE USED BY JENNIFER RIVERA WHO PROVIDES SERVICES FOR THE HORNELL SCHOOL DISTRICT MADE BY MR. SCHWARTZ. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

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

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Wednesday, March 5, 2008 @ 9:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON on Wednesday, February 27, 2008.**

STEBEN COUNTY HEALTH AND EDUCATION COMMITTEE

Wednesday, March 5, 2008

9:00 a.m.

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

****MINUTES****

COMMITTEE: John S. Walsh, Vice Chair Thomas C. Schwartz David R. Stachnik

STAFF: Mark R. Alger Gregory P. Heffner Marilyn Peoples
Helen Brutsman Robert W. Anderson, Ph.D. David McCarroll
James Gleason Frederick H. Ahrens, Jr. David English

LEGISLATORS: Philip J. Roche, Esq. Lawrence P. Crossett

ABSENT: Thomas J. Ryan, Chair Robert V. Nichols

OTHERS: Dr. Floyd Amann, President, Corning Community College
Phil Jacobus, Director, Physical Plant, Corning Community College

I. CALL TO ORDER

Mr. Walsh called the meeting to order at 9:05 a.m. He asked Mr. Schwartz to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE FEBRUARY 6, 2008 MEETING MADE BY MR. SCHWARTZ. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

III. PRESENTATION

A. Corning Community College

1. **Master Plan** – Dr. Amann distributed Corning Community College’s 2008 Facilities Master Plan for the next five years. This plan requires the approval of Steuben, Chemung and Schuyler counties. We are not asking for monetary support, we just need your endorsement of the plan.

Dr. Amann explained that with most construction for community colleges in New York State, the State University of New York has a construction fund that requires a 50 percent local match. This year the community colleges have been encouraged by SUNY and the Governor to think big with regard to their projects. Our Spencer Hill campus was built in 1963 and our buildings are old and in need of renovation.

Dr. Amann informed the committee that with regard to the operating costs, the State is indicating that they will be providing a larger amount of capital construction dollars; \$450 million statewide and they will distribute that on a first come, first serve basis. There is the possibility that the State is looking to take over a larger portion of the construction costs going forward. Perhaps 75 percent or 100 percent.

Dr. Amann reviewed the Master Plan with the committee. He commented that the total cost of the proposal is \$102 million. Mr. Jacobus commented many of our projects are critical maintenance. We don’t think we will be able to do \$102 million in projects in five years.

Mr. Alger commented our share of these projects is driven by the capital chargebacks. No new or additional money is being looked for by the college.

MOTION: APPROVING CORNING COMMUNITY COLLEGE'S 2008 MASTER FACILITIES PLAN AS PRESENTED MADE BY MR. STACHNIK. SECONDED BY MR. SCHWARTZ. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Resolution Required.

IV. DEPARTMENTAL REPORTS/REQUESTS

A. Public Health & Nursing Services

1. **Contract** – Ms. Peoples requested authorization to enter into a contract with Dawn Sharpe, Speech Therapist for \$80.00 per visit.

MOTION: AUTHORIZING PUBLIC HEALTH & NURSING SERVICES TO ENTER INTO A CONTRACT WITH DAWN SHARPE, SPEECH THERAPIST AT A RATE OF \$80.00 PER VISIT MADE BY MR. STACHNIK. SECONDED BY MR. SCHWARTZ. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

B. Special Children's Services

1. **2008 – 2009 Preschool Transportation Bid** – Mrs. Brutsman requested authorization to bid Preschool Transportation for the 2008 – 2009 School Year.

MOTION: AUTHORIZING SPECIAL CHILDREN'S SERVICES TO BID PRESCHOOL TRANSPORTATION FOR THE 2008 – 2009 SCHOOL YEAR MADE BY MR. STACHNIK. SECONDED BY MR. SCHWARTZ. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

2. **Transportation Contract** – Mrs. Brutsman requested authorization to amend their contract with the Corning School District to add a one-to-one aide on the bus at \$10.82 per hour for one child up to two hours per day. This contract will only go to the end of the June contract.

MOTION: AUTHORIZING SPECIAL CHILDREN'S SERVICES TO AMEND THEIR CONTRACT WITH CORNING SCHOOL DISTRICT TO ADD A ONE-TO-ONE AIDE ON THE BUS FOR ONE CHILD AT A RATE OF \$10.82 PER HOUR FOR UP TO TWO HOURS PER DAY MADE BY MR. STACHNIK. SECONDED BY MR. SCHWARTZ. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Mr. English commented Mrs. Brutsman has done a great job in negotiating this contract.

C. Office of Community Services

1. **Coalition Dues** – Dr. Anderson requested authorization to spend \$2,900.00 for coalition dues to the New York State Coalition of Behavioral Health Providers.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO PAY \$2,900.00 IN COALITION DUES TO THE NEW YORK STATE COALITION OF BEHAVIOR HEALTH PROVIDERS MADE BY MR. SCHWARTZ. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

2. **Budget Transfer** – Dr. Anderson requested authorization to accept an additional \$5,084.00 in pass through funding from OASAS and to increase their contract with Kinship to reflect this additional funding.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO ACCEPT AN ADDITIONAL \$5,084.00 IN PASS THROUGH FUNDING FROM OASAS AND AMENDING THEIR CONTRACT WITH KINSHIP TO REFLECT THIS ADDITIONAL FUNDING MADE BY MR. SCHWARTZ. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

3. **Staff Meeting** – Dr. Anderson requested authorization to pursue making arrangements for their bi-annual staff meeting. He does not yet have a date, although anticipates holding it something in June.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO PURSUE MAKING ARRANGEMENTS FOR THEIR BI-ANNUAL STAFF MEETING TO BE HELD SOMETIME IN JUNE MADE BY MR. STACHNIK. SECONDED BY MR. SCHWARTZ. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

4. **Case Management Services** – Dr. Anderson informed the committee that Albany is currently arguing over how, or whether, they will pay for case management services. We have found that case management services are the most effective way of helping individuals with mental health issues. The Federal Government is mandating that Medicaid not pay for any transportation or services provided by case managers. Dr. Anderson explained if we don't provide the transportation to these individuals, they are not showing up for appointments. We also take them to specialist appointments if they have no family. It makes it very difficult to budget as we don't know what is happening.

Dr. Anderson stated that he is talking with Mr. Alger about some things that need to change in community services and he hopes to be able to present a plan to the committee next month.

5. **Cellular Phone Request** – Mr. Alger informed the committee that he has received a request from the Office of Community Services for a cellular phone for Bonnie Hicks-Tolley.

MOTION: APPROVING THE CELLULAR PHONE REQUEST FOR THE OFFICE OF COMMUNITY SERVICES FOR BONNIE HICKS-TOLLEY MADE BY MR. SCHWARTZ. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

D. Health Care Facility

1. **Occupancy** – Mr. McCarroll distributed his monthly occupancy report to the committee. He stated that currently they are at 95.61 percent. Mr. Alger asked what is the magic number that we want to be at? Mr. McCarroll replied we want to be at 95 percent to maintain our Medicaid beds.

2. **Pharmacy Contract** – Mr. McCarroll informed the committee that they requested RFP's for their pharmacy contract. They received two bids from Omni-Care and Quinlan. He recommended awarding the bid to Omni-Care.

MOTION: AWARDING THE BID FOR PHARMACY SERVICES TO OMNI-CARE MADE BY MR. STACHNIK. SECONDED BY MR. SCHWARTZ. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

3. **Laundry Services** – Mr. McCarroll informed the committee that they solicited bids for laundry services. He recommended awarding the bid to the sole bidder, Argentieri Brothers.

MOTION: AWARDING THE BID FOR LAUNDRY SERVICES TO ARGENTIERI BROTHERS MADE BY MR. SCHWARTZ. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

4. **Facility Update** – Mr. McCarroll informed the committee that they will be holding an open house on April 10, 2008 with a ribbon cutting ceremony to be held the same day at 5:30 p.m. A general open house will be held on April 12, 2008 and we will begin moving patients into the facility on April 14, 2008.

Mr. McCarroll showed the committee various photographs of the new facility. Mr. Alger commented that with the new facility, a semi-private room is basically a private room as each resident has a window and are physically separated by a wall. The contractors are doing miscellaneous punch list items. The facility looks very nice.

Mr. Alger stated with regard to the budget, there are a number of potential impacts of the Governor's proposed budget to county facilities. They are talking about reducing the trend factor and changing the Medicaid days used rates. They are also proposing delaying the rebasing of facilities. All told, this equates to \$394,000.00 to Steuben County. With that and other proposals, there is \$530,000.00 in reimbursement impacts on nursing homes.

Mr. Alger stated the Division of Budget has issued a response to counties claim of the negative impact of the budget and are essentially calling the counties liars. He stated that he is concerned about their response. We need to continue to press the issue forward because there really are negative impacts.

Mr. Walsh asked how can they stall the rebasing? Mr. Alger replied the Governor's proposed Article X bill is to delay. If approved, then passed, the Legislature will delay the rebasing. Mr. Walsh asked when they do rebase, will it be retroactive? Mr. Alger replied there are two types of rebasing. The first is the one passed with the budget last year, which is the general rebasing of the entire industry, every facility in the State. That is what the Governor is delaying. The second type of rebasing we are talking about is after twelve months in the new facility we will be rebased. We won't know what that is until the end of 2009. They are two different processes, but related. We will get rebased and the new rate for the facility will be based on the first twelve months that we are in the new facility.

Mr. Alger informed the committee that another issue regards capital reimbursement. We can apply to the State to get that added to our rate. That will occur and you will get that reimbursement. It probably will be between 80 percent and 90 percent reimbursed capital. We have \$3 million out that we paid on our borrowing so far. We will get at least 80 percent of that back. Mr. Crossett asked what about the federal cap? Mr. Alger replied that is on the operating budget. The capital reimbursement is on top of that. When we close the project, we will determine the total amount spent up to the ceiling established, which is based on the bed cap. It will not be any less than 80 percent and we don't expect it to be more than 90 percent.

Mr. Alger explained the interim interest and bond payment will capitalize. It's a question of whether you will get that back in the short-term or long-term over the life of the facility. Once you appropriate the capital portion that will go into your rate and you will get that every day for every patient.

MOTION: MEMORIALIZING GOVERNOR SPITZER AND THE NEW YORK STATE LEGISLATURE TO MOVE FORWARD WITH THE REBASING OF ALL COUNTY NURSING FACILITIES IN THE STATE MADE BY MR. STACHNIK. SECONDED BY MR. SCHWARTZ. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Resolution Required.

MOTION: TO ADJOURN MADE BY MR. SCHWARTZ. 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, April 2, 2008 @ 9:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON on Wednesday, March 26, 2008.**

2. **Transportation Services** – Mrs. Brutsman informed the committee that last month they authorized her to go to bid for transportation for the 2008 – 2009 school year. She has received a request from A & E Transport Services, Inc. to extend their current 2007 – 2008 contract to include the 2008 – 2009 school year at the same terms and conditions as the 2007 – 2008 contract. The rates are \$137.00 per child per day to transport preschool children to the Pathways Program in Avoca and Bath for the summer and 10-month program. Also they will transport preschool children to the Yates ARC Keuka Lake School Summer Program for \$126.00 per child per day and \$112.00 per child per day for the 10-month program.

MOTION: AUTHORIZING SPECIAL CHILDREN'S SERVICES TO EXTEND THEIR CURRENT 2007 – 2008 TRANSPORTATION CONTRACT WITH A & E TRANSPORT SERVICES, INC. TO INCLUDE THE 2008 – 2009 SCHOOL YEAR AT THE SAME TERMS AND CONDITIONS AS THE 2007 – 2008 CONTRACT WITH THE RATES BEING \$137.00 PER CHILD PER DAY TO TRANSPORT PRESCHOOL CHILDREN TO THE PATHWAYS PROGRAM IN AVOCA AND BATH FOR THE SUMMER AND 10-MONTH PROGRAM, \$126.00 PER CHILD PER DAY TO TRANSPORT PRESCHOOL CHILDREN TO THE YATES ARC KEUKA LAKE SUMMER PROGRAM AND \$112.00 PER CHILD PER DAY FOR THE YATES ARC KEUKA LAKE 10-MONTH PROGRAM MADE BY MR. SCHWARTZ. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3. **Annual Report** – Mrs. Brutsman distributed her annual report to the committee. An official copy of their annual report is on file in the Clerk of the Legislature's Office.

B. Office of Community Services

1. **Budget Adjustments** – Dr. Anderson requested authorization to accept additional pass through funding from the State for ARC in the amount of \$7,200.00 and Kinship in the amount of \$8,084.00 and requested authorization to amend both contracts to reflect the increase in funding.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO ACCEPT ADDITIONAL PASS-THROUGH FUNDING FROM THE STATE FOR ARC IN THE AMOUNT OF \$7,200.00 AND KINSHIP IN THE AMOUNT OF \$8,084.00 AND AMENDING BOTH CONTRACTS TO REFLECT THE INCREASE IN FUNDING MADE BY MR. SCHWARTZ. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **National Association for the Mentally Ill (NAMI)** – Dr. Anderson informed the committee that he has budgeted \$2,000 for NAMI. He requested authorization to appropriate \$500.00 now and appropriate the remaining \$1,500.00 in the fall for a conference for consumers of mental health services.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO APPROPRIATE \$500.00 NOW TO THE NATIONAL ASSOCIATION FOR THE MENTALLY ILL (NAMI) AND APPROPRIATE THE REMAINING \$1,500.00 IN THE FALL FOR A CONFERENCE FOR CONSUMERS OF MENTAL HEALTH SERVICES MADE BY MR. STACHNIK. SECONDED BY MR. SCHWARTZ. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3. **Community Services Board Appointments** – Dr. Anderson requested approval to forward the appointments to the Community Services Board to the Full Legislature for their approval.

MOTION: APPROVING AND FORWARDING TO THE FULL LEGISLATURE THE APPOINTMENTS TO THE COMMUNITY SERVICES BOARD MADE BY MR. STACHNIK. SECONDED BY MR. SCHWARTZ. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

4. **Local Law Request** – Dr. Anderson introduced Janice Conklin, Chair of the Community Services Board. In the Mental Hygiene Law, Section 311, paragraph D; it states that all terms of the Board shall run from the first day of the year. It also states that members shall not serve more than two terms unless otherwise provided by local law. Dr. Anderson stated they are here today to request a local law to change this.

Ms. Conklin stated our Board by-laws specify that members may serve two consecutive four-year terms. We amended our by-laws a few years ago to say that members may serve longer terms if they have 100 percent approval of the Board. We amended our by-laws because in certain categories we were having difficulty finding individuals who were able to serve. She commented that they would like to request a local law so that they are legal.

Mr. Ahrens asked will there be any term limits? Dr. Anderson replied no. He commented that New York City has a local law in place that would be the best example of what our local law might say.

MOTION: AUTHORIZING THE PRESENTATION OF A LOCAL LAW REMOVING TERMS LIMITS FOR MEMBERS SERVING ON THE COMMUNITY SERVICES BOARD MADE BY MR. STACHNIK. SECONDED BY MR. SCHWARTZ. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

5. **Mental Health Month** – Dr. Anderson requested a proclamation designating May as Mental Health Month in Steuben County.

MOTION: PROCLAIMING MAY AS MENTAL HEALTH MONTH IN STEUBEN COUNTY MADE BY MR. SCHWARTZ. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

C. Health Care Facility

1. **Occupancy** – Mr. McCarroll informed the committee that currently occupancy is at 95.27 percent. For February our occupancy was 92.23 percent as we had a lot of turnover. He explained that they are actively seeking rehab patients because the Medicare payment is \$320.00 and Medicaid is only \$125.00. Up until the first of April we have 33 admissions and 32 discharges. Mr. McCarroll stated 25 of those 32 discharges with went home or to another level of medical care. We are very much in the rehab business. Mr. Alger commented that he would emphasize that this means they have had a lot more admissions and discharge work than they have had in the past.

Mr. Roche asked do you anticipate that your occupancy will go down as your revenues go up? Mr. McCarroll replied we need to maintain a 95 percent occupancy level for bed holds for our regular long-term patients and that has been difficult because of the amount of turnover. While we do rehab, it will be a constant job to maintain that 95 percent occupancy level. We are trying to balance between patients that are long-term care versus the rehab patient and the turnover associated with them.

2. **Contracts** – Mr. McCarroll requested authorization to enter into a contract for pest control with Pest Solutions at a rate of \$2,250.00 per year.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO ENTER INTO A CONTRACT FOR PEST CONTROL WITH PEST SOLUTIONS AT A RATE OF \$2,250.00 PER YEAR MADE BY MR. SCHWARTZ. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mr. McCarroll requested authorization to enter into a contract with West Fire Systems for maintenance and testing of fire extinguishers/alarms at a rate of \$2,080.00 per year.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO ENTER INTO A CONTRACT WITH WEST FIRE SYSTEMS FOR MAINTENANCE AND TESTING OF FIRE EXTINGUISHERS AND ALARMS AT A RATE OF \$2,080.00 PER YEAR MADE BY MR. SCHWARTZ. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mr. McCarroll requested authorization to enter into a contract with Simplex Grinnell for sprinkler inspections at a rate of \$683.00 per year.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO ENTER INTO A CONTRACT WITH SIMPLEX GRINNELL FOR SPRINKLER INSPECTIONS AT A RATE OF \$683.00 PER YEAR MADE BY MR. SCHWARTZ. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3. **State Budget Impacts** – Mr. McCarroll informed the committee that the rebasing of county facilities is being put back into the budget. However a 35 percent cut in the trend factor was accepted. That will amount to approximately \$39,000 in reduced revenues. Mr. Alger commented if they had removed the rebasing the impact of that would have been approximately \$390,000. Losing the trend factor rather than the rebasing was better.

Mr. McCarroll commented he attended a NYSAC meeting in March regarding county facilities in New York and a representative from the Department of Health spoke and they will have a decision by April 6, 2008 about raising the upper limit payment which is something that New York needs to do. The Department of Health will advocate for this with the Federal government.

4. **Facility Update** – Mr. Norton informed the committee that they should be receiving the certificate of occupancy today. We are all set for the Department of Health to come next week to do their inspection. They will be looking at the final construction as well as facility related issues. The contractors are finishing up odds and ends and the punch list is pretty much done. There are some things outside that will need to be touched up once the weather is better.

Mr. Norton thanked the committee for having them be a part of this project. He announced that the ribbon cutting will be held on April 10, 2008. Mr. McCarroll commented there will be a public open house on April 12, 2008. He stated that they are planning on moving the residents into the new facility on April 28, 2008. They continue training staff on the various systems.

Mr. Alger explained the day they move the residents in, the Department of Health will be on site observing and to a certain extent will be doing survey type activities and will be questioning staff on various systems, procedures, etc. We really want to make sure staff is fully trained and up to speed. The original move-in date was April 14, 2008 and that is why we are postponing the actual moving of the residents to allow staff more time to be trained and feel comfortable with the new systems.

Mr. Alger stated that Pike deserves compliments and a lot of credit for the work they have done. They did a great job of managing this job for us. We appreciate the work you have done and appreciate your efforts. Mr. Nichols stated that he was impressed with having so few change orders. Mr. Alger stated that is to the credit of the contractors and Pike. They did a good job.

MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICER'S 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. STACHNIK. 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. SCHWARTZ. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

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

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Wednesday, May 7, 2008 @ 9:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON on Wednesday, April 30, 2008.**

STEBEN COUNTY HEALTH AND EDUCATION COMMITTEE

Special Meeting

Monday, April 28, 2008

9:45 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

MINUTES

<u>Committee:</u>	Thomas J. Ryan, Chair Thomas C. Schwartz	John S. Walsh, Vice Chair David R. Stachnik	Robert V. Nichols
<u>Legislators:</u>	Scott VanEtten Philip J. Roche	Randy Weaver	Donald B. Creath
<u>Staff:</u>	Mark R. Alger David McCarroll	Gregory P. Heffner Frederick H. Ahrens	James Gleason

I. CALL TO ORDER

The meeting was called to order by Mr. Ryan at 9:45 a.m.

II. HEALTH CARE FACILITY

Mr. Alger stated we have received bids for the physical therapy operation at the Health Care Facility. Mr. McCarroll stated as part of the project, we have 33 physical therapy items that were let out for bid. He recommended they award the bid on a line item basis to the lowest qualified bidder. The total cost of all items was \$33,626.60 and the budget for this equipment was \$30,000. However, because we saved money on the tubs, we should be able to cover the overage. Discussion followed.

MOTION: AWARDING THE PHYSICAL THERAPY EQUIPMENT BID ON A LINE ITEM BASIS TO THE FOLLOWING BIDDERS: NORTHEAST REHAB; SAMMONS PRESTON; AND EMPI MADE BY MR. SCHWARTZ. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION TO ADJOURN MADE BY MR. WALSH. SECONDED BY MR. SCHWARTZ. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Respectfully submitted by,

Brenda K. Mori
Deputy Clerk
Steuben County Legislature

STEUBEN COUNTY HEALTH AND EDUCATION COMMITTEE

Wednesday, May 7, 2008

9:00 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE: Thomas J. Ryan, Chair John S. Walsh, Vice Chair Robert V. Nichols
Thomas C. Schwartz David R. Stachnik

STAFF: Mark R. Alger Gregory P. Heffner Vicki Fuerst
Helen Brutsman Robert W. Anderson, Ph.D. David McCarroll
Carol Whitehead David English

LEGISLATORS: Randolph J. Weaver

I. CALL TO ORDER

Mr. Ryan called the meeting to order at 9:00 a.m. and asked Mr. Alger to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE APRIL 2, 2008 MEETING MADE BY MR. SCHWARTZ. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0. (MR. STACHNIK ABSENT FOR VOTE)

III. DEPARTMENTAL REPORTS/REQUESTS

A. Public Health & Nursing Services

1. **Contracts** – Mrs. Fuerst requested approval to enter into a contract with Human Service Development for a Public Health Emergency Coordinator. The rate is \$40.00 per hour and mileage will be paid at the IRS rate of \$.505 per mile. Mrs. Fuerst stated this contract is funded by the bioterrorism grant.

MOTION: AUTHORIZING PUBLIC HEALTH & NURSING SERVICES TO ENTER INTO A CONTRACT WITH HUMAN SERVICE DEVELOPMENT FOR A PUBLIC HEALTH EMERGENCY COORDINATOR AT A RATE OF \$40.00 PER HOUR AND MILEAGE BEING PAID AT THE IRS RATE OF \$.505 PER MILE MADE BY MR. WALSH. SECONDED BY MR. SCHWARTZ. ALL BEING IN FAVOR. MOTION CARRIES 4-0. (MR. STACHNIK ABSENT FOR VOTE)

B. Office of Community Services

1. **Amendment of Minutes** – Dr. Anderson stated last month he presented a contract approval for Kinship in the amount of \$8,084.00. The amount of the contract should be \$5,084.00

MOTION: AMENDING THE MINUTES OF THE APRIL 2, 2008 MEETING TO REFLECT THE AMOUNT OF THE KINSHIP CONTRACT A \$5,084.00 MADE BY MR. SCHWARTZ. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0. (MR. STACHNIK ABSENT FOR VOTE)

2. **Contracts** – Dr. Anderson requested authorization to accept a Shelter Care Plus grant in the amount of \$206,412.00 and enter into a contract with Arbor Development for tenant-based rental assistance. The term of the contract is January 1, 2008 through August 31, 2009.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO ACCEPT A SHELTER CARE PLUS GRANT IN THE AMOUNT OF \$206,412.00 AND TO ENTER INTO A CONTRACT WITH ARBOR DEVELOPMENT FOR TENANT-BASED RENTAL ASSISTANCE FOR A TERM OF JANUARY 1, 2008 THROUGH AUGUST 31, 2009 MADE BY MR. SCHWARTZ. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0. (MR. STACHNIK ABSENT FOR VOTE)

3. **Transcription Services** – Dr. Anderson requested authorization to renew their contract with Marcia Hall for transcription services at the same rate.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO RENEW THEIR CONTRACT WITH MARCIA HALL FOR TRANSCRIPTION SERVICES AT THE SAME RATE MADE BY MR. SCHWARTZ. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

4. **Annual Meeting** – Dr. Anderson informed the committee they will be holding their annual staff meeting on Friday, June 13th at the Bath Fire Hall.

C. Special Children's Services

1. **Early Intervention Contracts** – Mrs. Brutsman requested authorization to enter into contracts with Bernice Chichester, Special Education Teacher and New Horizons ABA Group, Inc. for Speech and Special Instruction. The Early Intervention rate is set by the New York State Department of Health at \$70.00 and \$98.00.

MOTION: AUTHORIZING SPECIAL CHILDREN'S SERVICES TO ENTER INTO CONTRACTS FOR EARLY INTERVENTION SERVICES WITH BERNICE CHICHESTER, SPECIAL EDUCATION TEACHER AND NEW HORIZONS ABA GROUP, INC. FOR SPEECH AND SPECIAL INSTRUCTION MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Mrs. Brutsman commented at some point in the near future these contracts will increase 8.5 percent. Mr. Alger commented there will also be the additional 2 percent by the state so the total increase for these contracts will be 10.5 percent.

2. **Transportation Bids** – Mrs. Brutsman and Mr. Gleason presented the bid results for transportation for the 2008 – 2009 school year. They recommended awarding Contract A to the low bidder Livingston-Wyoming ARC at a rate of \$129.00 per child for both the 10-month and summer program, and awarding Contract B to the low bidder Birnie Transportation at a rate of \$41.00 per child for both the 10-month and summer program.

MOTION: AWARDING THE TRANSPORTATION BID FOR THE 2008 – 2009 SCHOOL YEAR FOR CONTRACT A TO LIVINGSTON-WYOMING ARC AT A RATE OF \$129.00 PER CHILD FOR BOTH THE 10-MONTH AND SUMMER PROGRAM AND AWARDING CONTRACT B TO BIRNIE TRANSPORTATION AT A RATE OF \$41.00 PER CHILD FOR BOTH THE 10-MONTH AND SUMMER PROGRAM MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

3. **Preschool Contract Renewals** – Mrs. Brutsman presented her 2008 Preschool contract renewals for approval.

Mr. Nichols asked why is the rate for preschool transportation in Addison \$5.00? Mrs. Brutsman replied that is because they transport the children on their own buses.

MOTION: RENEWING THE PRESCHOOL SERVICES CONTRACTS FOR 2008 – 2009 MADE BY MR. STACHNIK. SECONDED BY MR. SCHWARTZ. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

D. Health Care Facility

1. **Occupancy Report** – Mr. McCarroll distributed the occupancy report for review. He stated for the month of April they were at 95.33 percent.

2. **Resident Television Services** – Mr. McCarroll stated we had put out an RFP for resident television services. We received two bids back; however, Time Warner was not interested in bidding. The bid is for 112 units and includes the cost for the equipment and installation as well as the total cost per month per unit. He recommended awarding the bid to Stellar Private Cable Systems, Inc./Senior TV for \$22,037.20 for equipment and installation and a monthly billing per unit of \$3.38.

MOTION: AWARDING THE BID FOR RESIDENT TELEVISION SERVICES TO STELLAR PRIVATE CABLE SYSTEMS, INC./SENIOR TV AT A COST OF \$22,037.20 FOR EQUIPMENT AND INSTALLATION AND A MONTHLY COST OF \$3.38 PER UNIT MADE BY MR. SCHWARTZ. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

3. **Contract** – Mr. McCarroll requested authorization to extend their contract with Pike on a week to week basis while they continue construction management at the new facility. The cost would be \$3,500 per week starting March 31, 2008. The contract will end upon final approval of the facility by the New York State Department of Health. We may also terminate on a week's notice.

Mr. Walsh asked are they keeping employees here? Mr. McCarroll replied we have several contracts that are finishing up work requested by the State and Pike will be supervising.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO EXTEND THEIR CONTRACT WITH PIKE FOR CONSTRUCTION MANAGEMENT AT THE NEW FACILITY ON A WEEK TO WEEK BASIS AT A RATE OF \$3,500.00 PER WEEK STARTING MARCH 31, 2008 MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Mr. McCarroll requested authorization to extend their current contract with Stericycle for infectious waste disposal on the same terms and conditions.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO EXTEND THEIR CONTRACT WITH STERICYCLE FOR INFECTIOUS WASTE DISPOSAL AT THE SAME TERMS AND CONDITIONS MADE BY MR. STACHNIK. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

4. **National Nursing Home Week** – Mr. McCarroll requested a proclamation declaring May 12th – May 16th as National Nursing Home Week.

MOTION: FORWARDING A REQUEST TO THE CHAIRMAN OF THE LEGISLATURE TO ISSUE A PROCLAMATION DECLARING MAY 12TH – MAY 16TH AS NATIONAL NURSING HOME WEEK MADE BY MR. STACHNIK. SECONDED BY MR. SCHWARTZ. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

5. **Facility Update** – Mr. McCarroll stated the open house was very successful as we had 400 people in attendance. The radio remote worked very well. We are currently negotiating with the State on a few minor items. One item that is being discussed is the positioning of the sewer roof vents. We may need to slightly change those to keep them away from the fresh air ventilation intake. Mr. Walsh asked is this a change from the original specifications? Mr. McCarroll replied yes. When you read the letter that the State sends, they approve the design in general, but reserve the right to make any changes for code compliance.

Mr. Schwartz asked what is the new projected opening date? Mr. McCarroll replied we are hoping that we could open within a week. Then we would need to give Verizon two-weeks notice to move the phone trunks over. Mr. Alger explained the sooner we get a conclusion on what we need to do, then we will be able to reschedule to move. Mr. McCarroll commented another aspect is that we need to do the move at the beginning of the payroll as we want to have a clean break.

Mr. Alger commented there will be a couple of change orders that will need the committee's approval and he will bring those as soon as he gets them.

Mr. Walsh asked have you had an update on the wardrobes? Mr. McCarroll replied the least expensive way is to have 12" wide wardrobes that will match the existing wardrobes after the move has been completed.

E. Personnel

1. **Tuition Aid Requests** – Mrs. Smith presented four tuition aid requests for the Department of Social Services for Teri Brown, Caseworker; Kimberly Mason-Coxe, Investigator; Diane McAllister, Caseworker; and Jason McCloud, Supervisor to for field instruction to earn their Master's Degree in Social Work. She recommended approval of these requests.

MOTION: APPROVING THE TUITION AID REQUESTS FOR THE FOLLOWING INDIVIDUALS IN THE DEPARTMENT OF SOCIAL SERVICES: TERI BROWN, CASEWORKER, TO TAKE A COURSE ENTITLED CONCENTRATION FIELD EDUCATION PLACEMENT; KIMBERLY MASON-COxe, CPS INVESTIGATOR, TO TAKE A COURSE ENTITLED FIELD INSTRUCTION IV; DIANE McALLISTER, CASEWORKER, TO TAKE A COURSE ENTITLED CONCENTRATION FIELD EDUCATION PLACEMENT IV; AND JASON McLOUD, SUPERVISOR, TO TAKE A COURSE ENTITLED FIELD INSTRUCTION III MADE BY MR. SCHWARTZ. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: TO ADJOURN MADE BY MR. SCHWARTZ. SECONDED BY MR. WALSH. 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 4, 2008 @ 9:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON on Wednesday, May 28, 2008.**

STEBEN COUNTY HEALTH AND EDUCATION COMMITTEE

Wednesday, June 4, 2008

9:00 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE: Thomas J. Ryan, Chair John S. Walsh, Vice Chair Robert V. Nichols
Thomas C. Schwartz David R. Stachnik

STAFF: Gregory P. Heffner David McCarroll Nancy Smith
Robert W. Anderson Ph.D. Carol Whitehead Frederick H. Ahrens, Jr.
David English

LEGISLATORS: Randolph J. Weaver

I. CALL TO ORDER

Mr. Ryan called the meeting to order at 9:30 a.m. and led the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE MAY 7, 2008 MEETING MADE BY MR. SCHWARTZ. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0. (MR. NICHOLS ABSENT FOR VOTE)

III. DEPARTMENTAL REPORTS/REQUESTS

A. Office of Community Services

1. **Staff Meeting** – Dr. Anderson reminded the committee that they will be holding their Annual Staff Meeting on Friday, June 13, 2008 at the Bath Fire Hall. He invited the members of the committee to join the staff for lunch from 11:30 a.m. to 12:30 p.m.

B. Health Care Facility

Mr. Ryan thanked Mr. McCarroll for his hard work.

1. **Occupancy** – Mr. McCarroll informed the committee that for the month of May their occupancy was at 94.32 percent. The occupancy rates for all of the facilities are down right now. Mr. Ryan stated that he has heard nothing but good things about the facility and the care that the residents receive.

2. **Opening Day** – Mr. McCarroll informed the committee that they had to reschedule their original opening date to June 2, 2008 and that date worked well. One of the reasons we had to move the date was to do some additional work for the State and we had to provide Verizon with a two-week lead time. On the day of the move, we had all of the residents moved to the new facility in one hour and ten minutes. He commented that the meal delivery system has been the biggest cultural change for the residents as it is more café style. During the move the State showed up and visited with the residents. The State was very complimentary.

3. **Outpatient Services** – Mr. McCarroll informed the committee that he has been putting a lot of pressure on the State for outpatient approval. They need to look at our policies and procedures and then take a tour of our outpatient unit. He hopes to have approval for the unit within a week.

Mr. McCarroll stated he will come to the committee with a proposal of what we will need to do to make the outpatient program profitable as well as the need for that service. He still thinks there is plenty of market left for us. We already have most of the workers on staff in the form of contracts. In his proposal about outpatient services he will also look at the idea of adding staff as we won't be able to run that program without additional staff.

Mr. Stachnik asked do you normally have a survey by the State this time of the year? Mr. McCarroll replied yes. We expect that to happen over the course of the next month or two.

Mr. Heffner informed the committee that he and Mr. Alger went out to the facility yesterday and spoke to Mike Norton of Pike. He is very confident that the building issues will be resolved very soon.

C. Personnel

1. **Tuition Aid Request** – Mrs. Smith presented a tuition aid request for Lynne Snyder, Sr. Alcohol/Substance Abuse Counselor at the Office of Community Services. She is taking three courses entitled “Grief Counseling Across Lifespan”, “Assessing Lethality in Clients”, and “Use of Self in Social Work Practice” to earn her Master’s in Social Work. Mrs. Smith recommended approval.

MOTION: APPROVING THE TUITION AID REQUEST FOR LYNNE SNYDER, OFFICE OF COMMUNITY SERVICES TO TAKE THREE COURSES ENTITLED “GRIEF COUNSELING ACROSS LIFESPAN”, “ASSESSING LETHALITY IN CLIENTS” AND “USE OF SELF IN SOCIAL WORK PRACTICE” MADE BY MR. WALSH. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: TO ADJOURN MADE BY MR. SCHWARTZ. SECONDED BY MR. WALSH. 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 2, 2008 @ 9:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON on Wednesday, June 25, 2008.**

STEBEN COUNTY HEALTH AND EDUCATION COMMITTEE

Wednesday, July 2, 2008

9:00 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

**** MINUTES ****

COMMITTEE: Thomas J. Ryan, Chair John S. Walsh, Vice Chair Robert V. Nichols
David R. Stachnik

STAFF: Mark R. Alger Gregory P. Heffner Helen Brutsman
Robert W. Anderson, Ph.D. David McCarroll Carol Whitehead
David English

LEGISLATORS: Patrick F. Donnelly

ABSENT: Thomas C. Schwartz

OTHERS: Mary Perham, *The Leader*

I. CALL TO ORDER

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

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE JUNE 4, 2008, MEETING MADE BY MR. WALSH. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0. (MR. STACHNIK ABSENT FOR VOTE).

III. DEPARTMENTAL REPORTS/REQUESTS

A. Special Children's Services

1. **Retirement** – Mr. Ryan informed the committee that a retirement party for Mrs. Brutsman will be held on July 25, 2008 at Pleasant Valley Winery from 6:00 p.m. – 9:00 p.m.

2. **Contracts** – Mrs. Brutsman requested authorization to enter into contracts for Early Intervention and Preschool with Kelley Louthan, Teacher of the Blind and Visually Impaired and Kathryn Wiley, Occupational Therapist. She commented that the Early Intervention rate is set by the New York State Department of Health at \$70.00 and \$98.00 and the Preschool rate is \$65.00 per session up to one hour.

MOTION: AUTHORIZING SPECIAL CHILDREN'S SERVICES TO ENTER INTO CONTRACTS FOR EARLY INTERVENTION AND PRESCHOOL SERVICES WITH KELLEY LOUTHAN, TEACHER OF THE BLIND AND VISUALLY IMPAIRED AND KATHRYN WILEY, OCCUPATIONAL THERAPIST MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mrs. Brutsman requested authorization to contract with the Hornell School District for Preschool transportation services. They are requesting \$4.00 per child per day for the 2008 – 2009 school year. The previous rate was \$1.00 per child per day.

MOTION: AUTHORIZING SPECIAL CHILDREN'S SERVICES TO ENTER INTO A CONTRACT WITH THE HORNELL SCHOOL DISTRICT FOR PRESCHOOL TRANSPORTATION AT THE RATE OF \$4.00 PER CHILD PER DAY FOR THE 2008 – 2009 SCHOOL YEAR MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mr. Ryan thanked Mrs. Brutsman for all she has done for the County. We really appreciate it. Mrs. Brutsman thanked the committee and all the Legislators. Everyone has been great and she appreciates that.

B. Health Care Facility

1. **Occupancy** – Mr. McCarroll distributed his monthly occupancy report. Admissions are down. He recently attended a Southern Tier Health Care Facility Administrator's meeting and this is something that is happening with many facilities. We did not admit patients just before and just after we opened the new facility.

Mr. Stachnik asked how do you see the future with Ira Davenport Hospital merging with Arnot? Mr. McCarroll replied it won't affect us negatively.

2. **Project Update** – Mr. McCarroll informed the committee that they are now in the building and the contractors are finishing the last details. There are also a few last minute items from the State that have taken longer to resolve.

3. **Out-Patient Rehab** – Mr. McCarroll distributed copies of his proposal for outpatient rehabilitation services. He commented that he has contacted the State about our application, and we are in line to get approval for outpatient rehabilitation. Outpatient rehabilitation is the next logical step and is often done by nursing homes. This is one of the few areas where there is still reasonable money to be made and it also fits in with our emphasis on rehabilitation.

Mr. Stachnik asked will this diversify our case mix? Mr. McCarroll replied yes, we have a good case mix. Our proposal would add outpatient physical therapy, occupational therapy and speech therapy services to a full range of ages. The equipment is already in place and the capital investment is done. To provide these services, we would need to add a physical therapist position and an **occupational therapist assistant** position and we do have money in the budget for this.

Mr. Stachnik asked in doing this, do you feel that you are unfairly competing with the private sector? Mr. McCarroll replied no. The people are choosing where they want to go. This will catch a lot of people who are driving significant distances for services. In addition, we have the therapy pool. That is a unique factor and a strong draw.

Mr. McCarroll commented with regard to finances, right now we do not make money in therapy. The outpatient business changes everything as we are estimating a gain of \$396,000 from outpatient and that is a conservative projection. You would see two-thirds of that in the first year. This is the biggest step we can take to getting us to break even. The residents are pushing for this. Everyone is looking for that additional revenue.

Mr. Nichols stated this is the direction we want to go and that was our goal in the beginning. Mr. Alger explained one of the objectives of the construction was to put a system like this in place. This is something we really do need to do. The next step is authorizing these two positions. We are estimating the earning potential to be between \$350,000 and \$400,000 and that is more than what the IGT was. This is a significant step toward helping the facility move toward breaking even at last. When you see the financial statements at next month's meeting, the four or five payments we made on the bond depleted the cash in the fund and will impact us going forward. This will be a positive impact on our bottom line and is something we need to do.

Mr. Donnelly asked do you contract? Mr. McCarroll replied we have some contract people, but it works out better to bring them under our payroll. Mr. Donnelly commented looking at the fringe benefits, in 2007 they were \$84,000, in 2008 they are \$110,000 and then they go to \$72,000. It seems like that figure dropped quite a bit proportionally.

Mr. Alger commented we are trying to get the rate in place for the capital side of the facility. You will get an interim rate. We couldn't do it initially until we moved in and occupied the building. We will get the capital rate added to the daily rate for Medicaid. Mr. Walsh stated we have already made five bond payments. At some point will they catch us up? Mr. Alger replied we are talking about how they will reimburse us for the payments we have already made. He is unsure of what happens to the payments that already have been made. Supposedly they will add to the cost of the facility. You will not get any cash back right away. You will get it in the rate and it will come back over the next twenty years.

Mr. Donnelly asked did we take out a fifteen year bond? Mr. Alger replied he believes it is a twenty year bond. It was a good rate for the term at the time. This facility is losing money and we are attempting to move toward having a break even facility. This is not something we will fix overnight. If they raise the upper payment limit, that will be good because the rate will float up. In all likelihood, we will receive more reimbursement and, going forward when we are rebased for the new facility, hopefully that will add to this as well. This operation is a good piece of that and is a move in the right direction. If you look strictly at the number it is pretty grim.

Mr. Stachnik stated that he predicts that in comparing us to other counties we are looking really good and have a brighter future.

Mr. Walsh asked has a determination been made with regard to the old health care facility? Mr. Alger replied they will be discussing the options at the July AIP Committee meeting.

MOTION: AUTHORIZING THE CREATION OF ONE OCCUPATIONAL THERAPIST ASSISTANT POSITION AND ONE PHYSICAL THERAPIST POSITION FOR THE OUTPATIENT REHABILITATION PROGRAM AT THE STEUBEN COUNTY HEALTH CARE FACILITY MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

C. Office of Community Services

1. **Budget Transfers** – Dr. Anderson requested authorization to accept additional COLA funding in the amount of \$22,704.00 from the New York State Office of Alcoholism and Substance Abuse Services and appropriating to various contract line items. Dr. Anderson noted that effective August 1, 2008, the operating name of Depaul Detox will be changed to Layola Addictions.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO ACCEPT ADDITIONAL NEW YORK STATE OFFICE OF ALCOHOLISM AND SUBSTANCE ABUSE SERVICES COLA FUNDING IN THE AMOUNT OF \$22,704.00 AND APPROPRIATING TO THE FOLLOWING CONTRACT LINE ITEMS: \$2,887.00 TO HORNELL CONCERN; \$1,841.00 FAMILY SERVICE SOCIETY; \$6,790.00 CATHOLIC CHARITIES – COUNCIL; \$8,731.00 KINSHIP AND \$2,455.00 TO DEPAUL DETOX AND AMENDING THE CONTRACTS TO REFLECT THIS INCREASE MADE BY MR. STACHNIK. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Dr. Anderson requested authorization to accept additional COLA funding in the amount of \$7,110.00 from the New York State Office of Mental Health and appropriating to various contract line items.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO ACCEPT ADDITIONAL NEW YORK STATE OFFICE OF MENTAL HEALTH 2008 COLA FUNDING IN THE AMOUNT OF \$7,110.00 AND APPROPRIATING TO THE FOLLOWING CONTRACT LINE ITEMS: \$769.00 SCAP HOSPITAL DIVISION; \$2,790.00 SCAP FORENSIC HOUSING; \$346.00 CATHOLIC CHARITIES; \$489.00 PATHWAYS; \$2,532.00 STEUBEN ARC AND \$184.00 TO FINGER LAKES PARENT NETWORK AND AMENDING THE CONTRACTS TO REFLECT THIS INCREASE MADE BY MR. STACHNIK. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **School Program** – Dr. Anderson informed the committee that they will be reclassifying some positions in order to do a couple of more school projects with Hammondspport and Bath, similar to what they do in

the Hornell School District. There will be no cost to the County. With the school programs, the school provides 37 percent funding and the State provides 63 percent.

3. **Contract** – Dr. Anderson requested authorization to increase their contract with Mike Damiano for planning services to \$1,500.00.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO INCREASE THEIR CONTRACT WITH MIKE DAMIANO TO \$1,500.00 MADE BY MR. WALSH. SECONDED BY MR. MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

4. **Collections** – Dr. Anderson stated that at next month's meeting, he would like to bring the head of his billing department, Karen Monroe, to discuss options for collecting past due debts, particularly from their private pay clients.

MOTION: TO ADJOURN MADE BY MR. NICHOLS. SECONDED BY MR. WALSH. 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 6, 2008 @ 9:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON on Wednesday, July 30, 2008.**

STEBEN COUNTY HEALTH AND EDUCATION COMMITTEE

Wednesday, August 6, 2008

9:00 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE:	Thomas J. Ryan, Chair Thomas C. Schwartz	John S. Walsh, Vice Chair David R. Stachnik	Robert V. Nichols
STAFF:	Mark R. Alger Robert W. Anderson, Ph.D. Kenneth Peaslee Nancy Smith Frederick H. Ahrens, Jr.	Gregory P. Heffner David McCarroll Carol Whitehead Robert F. Biehl	Vicki Fuerst Stacey Lee Tammy Hurd-Harvey David English
LEGISLATORS:	Philip J. Roche	Lawrence P. Crossett	Randolph J. Weaver
OTHER:	Carol Berry, Dorman Library Karen Deutsch, Wayland Library Lorraine Nelson, Howard Library Alice Taychert, Hornell Library Mary Perham, <i>The Leader</i> Dave Shoen, WENY		

I. CALL TO ORDER

Mr. Ryan called the meeting to order

II. APPROVAL OF MINUTES

III. PRESENTATIONS

A. Southern Tier Library System – Carol Berry from the Dormann Library in Bath commented that with funding received from the County, they have been able to start a project with Ira Davenport Hospital and the Steuben County Health Care Facility to provide large-print books to patients that are recovering from strokes. She thanked the committee for all their help.

Karen Deutsch from the Wayland Free Library thanked the committee for their generosity. More people are coming to the library and we are able to offer more things than just books. The library has become a gathering place for many people. As one of our services, we offer on-line genealogy searches as well as providing on-line testing.

Lorraine Nelson from the Howard Public Library stated we now have people waiting to come into our library. The only public source for the internet is our library. She thanked the committee for all their help.

Alice Taychert from the Hornell Public Library stated that with the \$1,500 in funding we received from the County we have been able to provide a strong summer reading program. This year we have 482 children signed up which is an increase of 140 from last year. Thank you for the help you have given us.

IV. DEPARTMENTAL REPORTS/REQUESTS

A. Public Health & Nursing Services

1. **Computer Equipment Transfer** – Mrs. Fuerst informed the committee that through the Bio-Terrorism Grant they previously had purchased a computer server and now we need a new one. Mr. Peaslee

commented this server is used to create a redundant backup of their email server and will be located at the Public Safety Building. Mrs. Fuerst requested authorization to purchase a new server and amend their equipment list. Mr. Nichols asked how much will this cost? Mrs. Fuerst replied the cost is \$4,668.90.

MOTION: AUTHORIZING PUBLIC HEALTH & NURSING SERVICES TO PURCHASE A NEW COMPUTER SERVER AT A COST OF \$4,668.90 USING BIOTERRORISM GRANT MONEY AND AMENDING THEIR EQUIPMENT LIST TO REFLECT THIS CHANGE MADE BY MR. SCHWARTZ. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

B. Special Children's Services

1. **Contracts** – Mr. Alger requested authorization for Special Children's Services to enter into Preschool contracts with Kathleen Rosetti, Speech Language Pathologist at the rate of \$65.00 per hour and with the Jasper-Troupsburg Central School District for transportation at a rate of \$18.00 per day per child and \$34.05 per day for a one-to-one aid.

MOTION: AUTHORIZING SPECIAL CHILDREN'S SERVICES TO ENTER INTO THE FOLLOWING PRESCHOOL CONTRACTS: KATHLEEN ROSETTI, SPEECH LANGUAGE PATHOLOGIST AT THE RATE OF \$65.00 PER HOUR AND WITH THE JASPER-TROUPSBURG CENTRAL SCHOOL DISTRICT FOR TRANSPORTATION AT A RATE OF \$18.00 PER DAY PER CHILD AND \$34.05 PER DAY FOR A ONE-TO-ONE AID MADE BY MR. SCHWARTZ. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

C. Office of Community Services

1. **Contracts** – Dr. Anderson requested authorization to renew their contract with Sign Language Solutions for interpreter services. The rate is \$40.00 from portal to portal.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO RENEW THEIR CONTRACT WITH SIGN LANGUAGE SOLUTIONS TO PROVIDE INTERPRETER SERVICES AT A RATE OF \$40.00 FROM PORTAL TO PORTAL MADE BY MR. SCHWARTZ. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Dr. Anderson requested authorization to renew their contract with Global Industrial Services for janitorial services under the same terms and conditions.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO RENEW THEIR CONTRACT WITH GLOBAL INDUSTRIAL SERVICES FOR JANITORIAL SERVICES UNDER THE SAME TERMS AND CONDITIONS MADE BY MR. STACHNIK. SECONDED BY MR. SCHWARTZ. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Dr. Anderson requested authorization to contract with the Prattsburgh Central School to provide mental health services. The total cost of the contract is \$27,696.00.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO CONTRACT WITH THE PRATTSBURGH CENTRAL SCHOOL DISTRICT FOR MENTAL HEALTH SERVICES AT A TOTAL COST OF \$27,696.00 MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Dr. Anderson requested authorization to renew their contract with MedLab to provide drug screenings for the Alcohol and Substance Abuse Program under the same terms and conditions.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO RENEW THEIR CONTRACT WITH MEDLAB FOR THE PROVISION OF DRUG SCREENING SERVICES FOR THE ALCOHOL AND SUBSTANCE ABUSE PROGRAM UNDER THE SAME TERMS AND CONDITIONS MADE BY MR. NICHOLS. SECONDED BY MR. SCHWARTZ. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **School Programs** – Dr. Anderson informed the committee that they have been doing a school program with the Hornell City School District and have been providing them with three social workers. This program has been going fairly well and we have now been approached by the Bath Central School District and the Hammondsport Central School District. This program is funded 63 percent by the State and the school pays 37 percent. We have agreed to provide the same service to Bath and Hammondsport. We will put a social worker into each of these schools and there will be no cost to the County. Dr. Anderson explained these are not new positions, as they already exist as zero-based positions and they need to be funded. We have approximately \$37,865.00 from the Department of Social Services to fund those positions. He requested authorization to contract with the Bath and Hammondsport School Districts.

Mr. Alger commented in the contracts, the intent is to have language that if State funding changes, the schools will be required to come up with the funding. Mr. Nichols commented as long as it doesn't cost us anything. The school needs to pay for these services.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO CONTRACT WITH THE BATH CENTRAL SCHOOL DISTRICT AND THE HAMMONDSPORT CENTRAL SCHOOL DISTRICT TO PROVIDE ONE SOCIAL WORKER TO EACH LOCATION FOR PREVENTIVE SERVICES AT NO COST TO THE COUNTY MADE BY MR. SCHWARTZ. SECONDED BY R. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

3. **Budget Transfer** – Dr. Anderson requested authorization to accept additional OASAS funding in the amount of \$26,312.00 and appropriating that to their contract with DePaul Addiction Services.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO ACCEPT ADDITIONAL FUNDING FROM THE OFFICE OF ALCOHOL AND SUBSTANCE ABUSE SERVICES IN THE AMOUNT OF \$26,312.00 AND APPROPRIATING TO THEIR CONTRACT LINE ITEM FOR DEPAUL ADDICTION SERVICES MADE BY MR. SCHWARTZ. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

D. Health Care Facility

1. **UHY 2007 Audit Report** – Mr. McCarroll introduced Rich Lipman and Ken McGiveney of UHY.

Mr. Lipman distributed the 2007 audit report of the Health Care Facility. He commented that this report does not reflect any operations in the new facility. Cash and cash equivalents decreased \$2.8 million from 2006 due to the excess expenses over revenue. The facility also accrued post-employment benefit obligations which means you have accrued the liability of the post-retirement benefits. Overall revenue has decreased 7 percent. Previously the IGT program had accrued \$312,000 and now you will not recoup that money and that results in a net deficiency of \$605,000.00.

Mr. Lipman commented the revenue does not reflect the impact of the new rebasing bill from 2007. In order for the rebasing bill to go into effect, it needed the approval of the State, plus an amendment to the Medicaid plan. The State is having difficulty proving to the Federal government that their computation would not exceed the upper payment limit. A consultant worked with the State and their plan was approved and you will get paid that amount of money. For 2007 it should be about \$10.00 per day which equates to \$280,000. That payment should come in at the end of August or mid September.

Mr. Lipman commented that your expenses increased 6.9 percent over 2006.

Mr. Lipman stated with regard to the post-retirement benefits, your estimated liability for 2007 is \$2.5 million. That cost has been amortized over a period of thirty years and the cost is approximately \$97,000 per year. The normal cost was \$184,000 and the cost you paid for the year was \$219,000. That leaves you with \$62,000 liability difference between the accrual and what you actually paid. Currently you are on a pay as you go schedule. If you wanted to fund the entire amount, you could.

Mr. Alger explained there is a distinction between funding as you go, which we have historically done, and accruing the expense. Technically we are funding it, but not at the time the expense is incurred. Mr. Stachnik commented the rebasing for the new building is something to look forward to. Mr. Lipman stated the rebasing effect of the new building from July 1, 2008 through June 30, 2009 will set the rate for the new building. We can have an estimate on December 31, 2008 of what that rate may be. The last rebasing bill is actually law and is a little more difficult to change than a regulation on a budget bill. It is possible that the Governor could ask that the law be changed. They won't change the new base year of 2002. For your health care facility, the Certificate of Need was filed by December 31, 2006 and you came under the provision that when you complete the first twelve months with 90 percent occupancy, you will get a new base year. Could they change that? Absolutely. Could they deny funding to facilities across the State? Absolutely. There is a pretty good lobby in the State as well as legislators who are very protective of the industry that will do what they can to mitigate changes. Mr. Schwartz commented that would hurt the private sector as well. Mr. Lipman replied absolutely.

Mr. McGiveney reviewed the professional standards information with the committee. Mr. Schwartz asked what was our loss in bad debt for 2007? Mr. Lipman replied \$289,000. That was double the year before. Mr. McCarroll explained we issue a letter that appears in content to be a collection letter. We have the Law Department take on the state and take legal steps. He feels that they are doing a better job now of collecting bad debt. Mr. Alger commented the bad debt is higher this year because of the direct write-off they did. Mr. Lipman explained within accounts receivable, there are still receivables in all categories that we estimate the likelihood of payment and we have recommended an allowance for difficult accounts of \$450,000. If collected, they will reduce the bad debt expense. He commented that most of the accounts receivables are private pay. We look at the length of time the account is outstanding and the amount of effort to collect. We also look at when the Medicaid pickup date is.

Mr. Nichols asked what is the percent of private pays? Ms. Lee replied 15 percent. Mr. Stachnik asked how does that compare to other facilities? Mr. Lipman replied proprietary homes generally are in the low 20 percent range. Not-for-profits really vary, but mostly are at 15 percent and county homes are generally below 10 percent.

MOTION: ACCEPTING UHY, LLP 2007 AUDIT OF THE STEUBEN COUNTY HEALTH CARE FACILITY MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Mr. Schwartz asked do you have any recommendations for how to balance the shortfalls? Mr. Lipman replied first he would recommend that you do more outpatient services for additional revenue. His second recommendation would be that you pursue more commercial insurance. HMO and managed care organizations look at short-term rehabilitation.

Mr. Lipman thanked everyone at the Health Care Facility for their assistance with this audit.

2. **Occupancy** – Mr. McCarroll distributed the occupancy report for review. He stated that they currently are at 95 percent.

3. **Proposed Out-Patient Rehab** – Mr. McCarroll informed the committee that the State waived their on-site visit. They have seen most of our policies and we are a day away from getting approval to open. That will be a resource for additional revenue. We have been talking to hospitals that are located further away, and we had representatives from the VA come for an inspection and they liked the new facility. They are ready to give us custodial and rehab patients.

4. **Contracts** – Mr. McCarroll requested authorization to contract with Starr Bennett and Dawn Sharpe, Speech Therapists. The rate is \$50.00 per hour.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO CONTRACT WITH STARR BENNETT AND DAWN SHARPE, SPEECH THERAPISTS, AT A RATE OF \$50.00 PER HOUR MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Mr. McCarroll requested authorization to renew their contract with Mechanical Trades for HVAC maintenance at a rate of \$60.50 per hour plus parts.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO RENEW THEIR CONTRACT WITH MECHANICAL TRADES FOR HVAC MAINTENANCE AT A RATE OF \$60.50 PER HOUR PLUS PARTS MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Mr. McCarroll requested authorization to continue their membership in the American Association of Homes and Services for the Aging. There is no County cost.

MOTION: APPROVING THE HEALTH CARE FACILITY'S MEMBERSHIP IN THE AMERICAN ASSOCIATION OF HOMES AND SERVICES FOR THE AGING AT NO COST TO THE COUNTY MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Mr. McCarroll requested authorization to renew their contract with Emergency Power Systems for testing of the generators at the Health Care Facility for \$1,950.00 per year.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO RENEW THEIR CONTRACT WITH EMERGENCY POWER SYSTEMS FOR TESTING OF THE GENERATOR AT THE HEALTH CARE FACILITY AT A COST OF \$1,950.00 PER YEAR MADE BY MR. SCHWARTZ. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

5. **Wardrobes** – Mr. McCarroll informed the committee that they had a problem with the Department of Health regarding the incorrect size of the resident wardrobes. For each resident, we had to purchase a 12” wide wardrobe to go next to the current wardrobes that are 32”. He requested authorization to purchase these additional wardrobes at a cost of \$40,553.00 to be paid from the construction funds.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO PURCHASE ADDITIONAL 12” WARDROBES FOR THE RESIDENT’S ROOMS IN THE AMOUNT OF \$40,553.00 TO BE PAID OUT OF THE CONSTRUCTION FUNDS MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

E. Personnel

1. **Tuition Aid Request** – Mrs. Smith presented a tuition aid request for Muriel Brown, Health Care Facility to take three courses entitled “Clinical Practicum II Theory”, “Clinical Practicum II”, and “History and Philosophy of Higher Education”. She recommends approval of these courses.

MOTION: APPROVING THE TUITION AID REQUEST FOR MURIEL BROWN OF THE HEALTH CARE FACILITY TO TAKE THREE COURSES ENTITLED “CLINICAL PRACTICUM II THEORY”, “CLINICAL PRACTICUM II”, AND “HISTORY AND PHILOSOPHY OF HIGHER EDUCATION” MADE BY MR. STACHNIK. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

F. Administrator

1. **Cellular Phone Request** – Mr. Alger informed the committee that he has received a cellular phone request from the Office of Community Services for the Social Worker that will be working in the Hammondsport Central School District. He requested approval of this request.

MOTION: APPROVING THE CELLULAR PHONE REQUEST FOR THE OFFICE OF COMMUNITY SERVICES FOR THE SOCIAL WORKER THAT WILL BE WORKING IN THE HAMMONDSPORT CENTRAL SCHOOL DISTRICT MADE BY MR. SCHWARTZ. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICER'S 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. SCHWARTZ. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: PUTTING THE SUPERVISION OF THE SPECIAL CHILDREN'S SERVICES PROGRAM UNDER THE DIRECTION OF PUBLIC HEALTH & NURSING SERVICES MADE BY MR. RYAN. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

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

MOTION: TO ADJOURN MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. 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 3, 2008 @ 9:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON on Wednesday, August 27, 2008.**

STEBEN COUNTY HEALTH AND EDUCATION COMMITTEE

Wednesday, September 3, 2008

9:00 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE:	Thomas J. Ryan, Chair	John S. Walsh, Vice Chair	Robert V. Nichols
STAFF:	Mark R. Alger David McCarroll Karen Monroe Frederick H. Ahrens, Jr.	Gregory P. Heffner Robert W. Anderson, Ph.D. Nancy Smith	Vicki Fuerst Henry Chapman, Psy.D. David English
LEGISLATORS:	Philip J. Roche, Esq.	Patrick F. Donnelly	Randolph J. Weaver
ABSENT:	Thomas C. Schwartz	David Stachnik	

I. CALL TO ORDER

Mr. Ryan called the meeting to order at 9:00 a.m. and lead the group in the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE AUGUST 6, 2008 MEETING MADE BY MR. NICHOLS. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

III. DEPARTMENTAL REPORTS/REQUESTS

A. Special Children’s Services

1. **Contracts** – Mr. Alger requested authorization for Special Children’s Services to enter into a contract with Kelley Louthan, Teacher of the Blind and Visually Impaired for Preschool and Early Intervention. The rate for Preschool is \$65.00 per hour and the rate for Early Intervention is \$70.00 per hour.

MOTION: AUTHORIZING SPECIAL CHILDREN’S SERVICES TO ENTER INTO A CONTRACT WITH KELLEY LOUTHAN, TEACHER OF THE BLIND AND VISUALLY IMPAIRED FOR PRESCHOOL AND EARLY INTERVENTION MADE BY MR. NICHOLS. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

B. Office of Community Services

1. **Vehicle Request** – Dr. Anderson informed the committee that Buildings & Grounds has a ½-ton pickup truck with a plow that they are going to put into the Auction. He requested authorization to purchase the truck for \$100.00. Currently our maintenance person drives a 1994 Olds Cutlass Sierra and needs to have a vehicle as he travels to our four office sites and does work ranging from minor plumbing to mowing, etc.

Mr. Walsh asked will this be replacing an existing vehicle? Dr. Anderson replied the 1994 Sierra has 120,000 miles on it and he would like to continue to use it. He is not looking to take any of his current vehicles off the road.

Mr. Alger asked how long will you use this car and for what? Dr. Anderson replied we are scheduled to purchase a couple of new cars in November. As of May, we have exhausted our repair and maintenance line item.

Mr. Alger stated that he would recommend doing this. He hasn't looked at the numbers, but Dr. Anderson has taken cars off his inventory because they have died.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO PURCHASE A ½-TON PICKUP TRUCK WITH PLOW FROM BUILDINGS AND GROUNDS MADE BY MR. WALSH. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

2. **Personnel** – Dr. Anderson informed the committee that their department recently experienced another staff death as one of their case managers was in a fatal car accident. He commented that in their case management unit, they have lost five people in the last nine months due to death, illness, retirements, etc.

3. **Collection Process** – Dr. Anderson informed the committee that previously we had talked about some ways of reducing our accounts receivables and the consensus of the committee was to have a presentation as to what type of credit collections arrangements we could make. He stated that Ms. Monroe has looked into the various options and is here today to give a presentation on what we think would be the most viable option.

Ms. Monroe informed the committee that they have \$500,000 in accounts receivable from self-pay clients since we started Anasazi and those accounts are from 2006 through present. We send invoices to the clients, but we do not send a follow-up letter. We try to encourage payment from our active clients at the time of their visits. We send statements out every month for those clients that have balances.

Ms. Monroe commented that they would like to use a collections agency to help collect their accounts receivables. There are a lot of different agencies out there. Most of them work from the standpoint that your accounts receivables are an asset and you sell it for a percent of anything they collect. If you are not inclined to use a collection agency, she stated that she needs guidance in terms of when they should stop sending out statements. We are sending 1,500 statements out monthly and spend \$630.00 per month on postage.

Mr. Ryan asked how much are your receivables? Ms. Monroe replied \$500,000. That represents 2,000 individuals that owe money and of those, 1,500 have never sent anything in.

Mr. Donnelly asked do you have a breakdown of receivables that are 30, 60, 90 or more days overdue? Ms. Monroe replied she did not print out a breakdown. We do better collecting on our current active clients. She stated that she could do an aging breakdown, but approximately 75 percent of their receivables are 120 days overdue.

Mr. Donnelly asked have you talked with any collection agencies or have you considered an outright sale? Ms. Monroe replied she has not. The County Attorney felt that we should make a presentation to the committee and get the committee's opinion on how to pursue this.

Mr. Donnelly commented debt collection is a ready market for people to buy accounts and they take the risk of collection. It depends on the type of debt; whether it is secure or insecure. We definitely need to take some kind of action as you don't have the staff to pursue collections.

Mr. Roche commented many of the clients' debts are not collectible because they are not working or have challenges. Do you have any information on whether the accounts past due are employed or have assets? Ms. Monroe replied we try to get that information at the time of intake and we offer our clients a sliding scale. The scale ranges from an \$85.00 fee per visit to a \$8.50 fee per visit. A lot of clients don't bring in their financial data.

Dr. Anderson commented part of the reason is that they don't think they are obligated to pay because this is a county organization and they feel it is part of their entitlement.

Mr. Ryan asked are these clients involved in other county programs? Dr. Anderson replied not really. Ms. Monroe stated these are the clients with insurance or third party coverage. The majority of the clients are in the Substance Abuse Program. All clients are required to sign paperwork agreeing to pay a fee.

Mr. Walsh asked are they getting money from the Department of Social Services? Dr. Anderson replied probably not as they are self-pay. They have a job and some have insurance or no insurance.

Ms. Monroe stated one of the problems is we are a county agency and we provide services for people that cannot afford to go to a private practice. The other issue is in the past we had State funding and now we have a fee for service. Some people feel that if a client is actively paying, then they are more vested in getting better.

Mr. Roche commented philosophically speaking, we provide all types of services and we charge. We need to come up with some way and sending a letter is a waste of time. The question is do we do it in-house or sell the receivables outright?

Mr. Nichols asked can we garnish wages? Mr. Donnelly replied that is part of the collection process. When you turn it over to collections, they sue and get a judgment.

Mr. Walsh asked do you charge interest? Ms. Monroe replied no. Mr. Donnelly stated with collections agency they either purchase the receivables and pay you or they pay a percentage of what they collect and that depends on the age of the accounts. They will pay more if the account is within the last 90 days. Mr. Walsh commented we have to do something.

Mr. Alger stated it is reasonable to send an invoice for the first 60 days and then sending a letter from the County Attorney stating their account will be turned over to collections and then anything beyond that, sending to collections.

Mr. Ahrens commented we do collect debts, the highest level of which comes from the Department of Social Services for child support. We have a well-oiled machine for doing that and there are things we can do such as court orders, etc. and we collect millions of dollars for the county. The next level of debt collection is the Health Care Facility where people have become Medicaid eligible, but for a period of time they owe money. Those individuals typically have fixed assets and we have had pretty good success getting those. The Health Care Facility has similar debts to the Office of Community Services. Typically, if we think we can recover a major asset, we will do that. With regard to collections agencies, there are agencies in Bath, Corning and Hornell and we can find them. You have to decide if you want to send those accounts to a collections agency. Mr. Ahrens stated his recommendation is that the accounts be sent to collections.

Mr. Alger stated since we cannot cut them off from service, we have to do what we can to get them to pay. We need to go through the process of sending them an invoice, having the County Attorney send them a letter and then turning it over to a collection agency to pursue. A lot of these people are judgment proof and they don't meet the threshold for garnishee.

Mr. Donnelly stated we need to have a policy statement regarding how many days before a bill goes to the collection agency. Dr. Anderson asked when we devise a policy, will the committee approve it or Mr. Alger? Mr. Alger replied we have a general understanding of what the legislative intent is here. We will put out an RFP and that will need to be approved. Mr. Ahrens suggested you may want to find out what collections agencies are out there and talk to them and find out their opinion.

Mr. Nichols commented we need to try to pursue as much as possible cash up front. Mr. Alger stated we will have a policy that we have the cash up front. Mr. Weaver stated it is difficult to get payment up front in the health care field. Discussion followed.

3. **Cell Phone Requests** – Mr. Alger stated that they are requesting two cell phones for two case managers. He recommended approval.

MOTION: APPROVING THE ISSUANCE OF TWO CELL PHONES TO TWO CASE MANAGERS IN THE OFFICE OF COMMUNITY SERVICES MADE BY MR. NICHOLS. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

C. Health Care Facility

1. **Occupancy Report** – Mr. McCarroll distributed the occupancy report for review. Currently they are at 94.16 percent.

2. **Contracts** – Mr. McCarroll requested authorization to renew their contract with BOCES for LPN/CNA interns. The contract will be under the same terms and conditions as the current contract.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO RENEW THEIR CONTRACT WITH BOCES FOR LPN/CNA STUDENT INTERNS UNDER THE SAME TERMS AND CONDITIONS MADE BY MR. NICHOLS. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

3. **State Survey** – Mr. McCarroll informed the committee that their recent State survey went very well. Next month he will review the report with the committee.

Mr. Nichols asked Mr. McCarroll about the change for the bathroom door in the beauty salon? Mr. McCarroll replied they have been dealing with the Department of Health about this for six months. They want the bathroom to be 49 feet from the salon rather than the current 74 feet. Previously they had suggested moving the bathroom to the other side of the salon, but we opted against that. We are still negotiating this. Mr. McCarroll stated he went through the old documents and there were no plans showing the bathroom further away. We do have enough money to pay for this change, which is \$40,000. This means that we will need to put the bathroom in the corner of the salon. We will put that out to bid and that will be the final change order.

Mr. Nichols commented the architect should have picked up on this.

Mr. McCarroll commented that the physical plant was part of the survey and that was simple. We have increased our alarm system and the rehabilitation unit now has the wander guard.

D. Personnel

1. **Tuition Aid Request** – Mrs. Smith informed the committee they have received a request for Shelley Pierce, Information Technology, to take one course entitled “Web Design”. They recommend approval of this request.

MOTION: APPROVING THE TUITION AID REQUEST OF SHELLEY PIERCE, INFORMATION TECHNOLOGY, TO TAKE ONE COURSE ENTITLED “WEB DESIGN” MADE BY MR. NICHOLS. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

E. Public Health & Nursing Services

1. **Contract** – Mrs. Fuerst requested authorization to renew their contract for a Human Service Development Public Health Emergency Coordinator. This contract is paid for by the Public Health Preparedness Grant. The rate is \$40.00 per hour and mileage at the IRS rate of \$.505 per mile.

MOTION: AUTHORIZING PUBLIC HEALTH & NURSING SERVICES TO RENEW THEIR CONTRACT FOR A HUMAN SERVICE DEVELOPMENT PUBLIC HEALTH EMERGENCY COORDINATOR AT A RATE OF \$40.00 PER HOUR INCLUDING MILEAGE AT THE IRS RATE OF \$.505 PER MILE MADE BY MR. NICHOLS. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

2. **Reclassification** – Mrs. Fuerst requested authorization to reclassify a Health Care Fiscal Specialist to a Chief Fiscal Officer. This would become a management position. Mrs. Smith explained we looked at the position and determined that it should be a Chief Fiscal Officer and offered this individual to take the test. We have similar positions at the Health Care Facility and the Office of Community Services.

MOTION: APPROVING THE UPWARD RECLASSIFICATION OF A HEALTH CARE FISCAL SPECIALIST TO A CHIEF FISCAL OFFICER IN PUBLIC HEALTH & NURSING SERVICES MADE BY MR. NICHOLS. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Resolution Required.

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. WALSH. 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. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION: TO ADJOURN MADE BY MR. WALSH. 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, October 1, 2008 @ 9:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON on Wednesday, September 24, 2008.**

STEBEN COUNTY HEALTH AND EDUCATION COMMITTEE

Wednesday, October 1, 2008

9:00 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE: Thomas J. Ryan, Chair John S. Walsh, Vice Chair Robert V. Nichols
David R. Stachnik

STAFF: Mark R. Alger Gregory P. Heffner Vicki Fuerst
Robert W. Anderson, Ph.D. David McCarroll Stacy Lee
Nicole Walker Nancy Smith David English
Frederick H. Ahrens, Jr.

LEGISLATORS: Philip J. Roche Randolph J. Weaver

ABSENT: Thomas C. Schwartz

I. CALL TO ORDER

Mr. Ryan called the meeting to order at 9:00 a.m. and led the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE SEPTEMBER 3, 2008 MEETING MADE BY MR. NICHOLS. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0. (MR. STACHNIK ABSENT FOR VOTE)

III. DEPARTMENTAL REPORTS/REQUESTS

A. Special Children's Services

1. **Contract** – Mr. Alger informed the committee that they have one child who lives in the West Union/Greenwood area and the school district has determined that the child should receive preschool service through Cattaraugus-Allegany BOCES. Mr. Alger requested authorization to enter into a contract with Cattaraugus-Allegany BOCES to provide preschool services and with the Whitesville Central School to provide transportation.

MOTION: AUTHORIZING SPECIAL CHILDREN'S SERVICES TO ENTER INTO A CONTRACT WITH CATTARAUGUS-ALLEGANY BOCES FOR PRESCHOOL SERVICES AND WHITESVILLE CENTRAL SCHOOL FOR PRESCHOOL TRANSPORTATION MADE BY MR. NICHOLS. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0. (MR. STACHNIK ABSENT FOR VOTE)

B. Office of Community Services

1. **Collections** – Mr. Ryan asked have you made any progress on collections since last month's meeting? Dr. Anderson replied their private pay is the bright spot in their revenue. Mr. Alger stated that is assuming we receive payment. Mr. Ryan asked are any of these private pay individuals veterans? Dr. Anderson replied he is sure there are some, but we do try to refer them to the VA. If we are working with a family, then we want to keep the family in one place.

2. **Budget Adjustment** – Dr. Anderson requested authorization to accept \$18,935.00 from the Department of Social Services and transfer that to various line items within the Children & Youth program for the expanded services to the Haverling and Addison school districts.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO ACCEPT INTERDEPARTMENTAL REVENUE FROM THE DEPARTMENT OF SOCIAL SERVICES IN THE AMOUNT OF \$18,935.00 AND APPROPRIATING THAT AMOUNT TO THE FOLLOWING LINE ITEMS IN THE CHILDREN & YOUTH PROGRAM FOR EXPANDED SERVICES TO THE HAVERLING AND ADDISON SCHOOL DISTRICTS: ACCT. #433800.5.1100000 - \$15,000.00; ACCT. #433800.5.295020 - \$2,600.00; ACCT. #433800.5.402240 - \$35.00; ACCT. #433800.5.408200 - \$400.00; ACCT. #433800.5.408210 - \$100.00; AND ACCT. #433800.5.471000 - \$800.00 MADE BY MR. NICHOLS. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0. (MR. STACHNIK ABSENT FOR VOTE)

3. **Contracts** – Dr. Anderson stated two months ago this committee approved a contract with Sign Language Solutions for \$50.00 per hour. Apparently the letter we sent with the contract indicated an hourly rate of \$45.00, so they signed the contract and crossed out the incorrect amount and wrote in \$50.00. We have done a new letter for their signature with the correct amount. He requested the committee reapprove this contract.

Mr. Walsh asked how often do you use this contractor in a year? Dr. Anderson replied we have one client in our Corning office that we spend four hours a month with. That's really the only consistent individual we have that requires this service.

MOTION: REAPPROVING THE OFFICE OF COMMUNITY SERVICES CONTRACT WITH SIGN LANGUAGE SOLUTIONS FOR \$50.00 PER HOUR MADE BY MR. NICHOLS. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0. (MR. STACHNIK ABSENT FOR VOTE)

4. **Lease Agreements** – Dr. Anderson requested authorization to renew his lease with Yunis for the property located at 115 Liberty Street, Bath, NY. Previously we had agreed to an increase in rent and they put that rent money into repairs and maintenance instead of us having to come up with money to split the cost of repairs and/or maintenance. Now they just pay for everything as we are paying it with our rent. Mr. Ryan asked how much is the increase? Dr. Anderson replied it has increased \$1.00 per square foot. Mr. Nichols asked is Yunis good about when you need to have something done, getting it done? Dr. Anderson replied yes. Mr. Stachnik commented they are one of the best landlords you will find.

Mr. Ryan asked does your rent include utilities? Dr. Anderson replied no, we pay taxes, utilities, etc.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO RENEW THEIR LEASE WITH YUNIS REALTY FOR THE PROPERTY LOCATED AT 115 LIBERTY STREET, BATH, NY UNDER THE SAME TERMS AND CONDITIONS MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Dr. Anderson requested authorization to enter into a lease with Yunis Realty for the additional 2,200 square footage of space on the third floor of the property located at 115 Liberty Street, Bath, NY. This will be a standard lease, the only difference being that they are paying for the costs of renovation and we will repay them in increased rent amortized for five years and then after that time the rent will be dropped to the same rate as the rest of the buildings.

Mr. Alger explained the Continuing Day Treatment Program in Painted Post is closing and is being moved to Bath. They needed more space to accommodate them and are adding 2,200 square feet to the third floor. The Continuing Day Treatment Program will all be located on the first floor, and the Children and Youth Clinic, which currently is on the first floor will be moved to the third floor.

Dr. Anderson clarified the only difference with this lease is the clause where the cost of the renovation, minus any State funding or grants, will be amortized for five years and then the rent will be reduced to the same rate as the other buildings.

Mr. Nichols asked are they charging interest? Dr. Anderson replied his assumption would be yes, but he really doesn't know for sure.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO ENTER INTO A LEASE WITH YUNIS REALTY FOR THE ADDITIONAL 2,200 SQUARE FOOTAGE OF THE THIRD FLOOR OF THE PROPERTY LOCATED AT 115 LIBERTY STREET, BATH, NY WITH THE RENT BEING THE COST OF RENOVATION, MINUS ANY STATE FUNDING OR GRANTS, TO BE AMORTIZED FOR A PERIOD OF FIVE YEARS BEFORE BEING REDUCED BACK TO THE SAME RATE THAT IS BEING CHARGED FOR THE OTHER BUILDINGS AND CONTINGENT UPON FINAL APPROVAL OF THE LAW DEPARTMENT MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

C. Health Care Facility

Mr. McCarroll introduced Stacy Lee, Chief Fiscal Officer and Nicole Walker, Assistant Administrator, to the committee.

1. **Occupancy** – Mr. McCarroll distributed the occupancy report for the committee's review. He stated currently they are at 90.22 percent. He explained that their turnover rate is very high as they have been going after the rehab patients. We hope to have better occupancy numbers next month.

Mr. Weaver asked do you have a marketing plan? Mr. McCarroll replied yes. We have been focusing on Corning Hospital, as well as encouraging a relationship with Noyes Memorial Hospital in Dansville. We also will be giving a presentation to the hospital in Canandaigua. Mr. McCarroll stated they also will be having a contract going into effect with the Bath VA.

Mr. Stachnik asked since we are a public entity and in direct competition with the private sector, you are trying to fill a niche, rather than competing? Mr. McCarroll replied yes. Ms. Walker commented that they do have reservations for next month.

2. **Contracts** – Mr. McCarroll requested authorization to renew their contract with ADL for their software. The total amount of the contract is \$9,085.00 per year, which is an increase of 4 percent.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO RENEW THEIR CONTRACT WITH ADL FOR SOFTWARE IN THE AMOUNT OF \$9,085.00 PER YEAR MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mr. McCarroll requested authorization to contract with the Bath VA for custodial care residents and the occasional rehabilitation patient. They will pay us the Medicare rate in a manner that is very similar to how Medicaid pays us. There will be a limitation of a maximum 30-day stay.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO ENTER INTO A CONTRACT WITH THE BATH VA WHO WILL PROVIDE CUSTODIAL CARE RESIDENTS AND REHABILITATION PATIENTS MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mr. McCarroll requested authorization to enter into a contract with Emily Bowers, Speech Therapist at the rate of \$50.00 per hour.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO ENTER INTO A CONTRACT WITH EMILY BOWERS, SPEECH THERAPIST, AT A RATE OF \$50.00 PER HOUR MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3. **Additional Handrail Purchase** – Mr. McCarroll informed the committee that during the recent Survey, the auditors found some areas that they determined were not legal. It will cost us \$13,000 to put in handrails in some of the other corridor areas. Hopefully when we do that, it will take care of this issue. He requested authorization to spend \$13,000 for the additional handrails.

Mr. Alger commented since this came up in the survey, if we decline to do this it would be a deficiency and the facility would be written up as well as fined. With a new facility like this, we have quite a bit of distance between the dining area, resident rooms and activity areas and the handrails become more important because of that. In the long run it is better for the patients, their care and our responsibility to the patients to put in the additional handrails.

Mr. Nichols commented that he thinks this goes back to the architects. Mr. Alger stated that's debatable. He is not defending the architect, but we have debated this with the auditors and we have changed their minds in some cases, but it is not necessarily black and white and they have the ability to interpret the requirements the way they want. This is really an interpretation of the code.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO PURCHASE ADDITIONAL HANDRAILS FOR A COST OF \$13,000.00 IN ORDER TO MEET STATE CODE REQUIREMENTS MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

4. **Department of Health Survey** – Mr. McCarroll informed the committee that they have responded to all of the deficiencies. Clinical issues included our DNR policy and procedure, resident restraint policy and procedure and our accident and incident reporting policies and procedures. The deficiencies in the physical plant included the handrails, roller latch doors which entails needing to change the hardware on coat closets. They also found some pinhead sized penetrations in the fire wall which we have filled in. The bigger issue is the doors by the elevator to the utility corridor as well as the doors to the cafeteria. Currently the doors to those areas swing only in one direction. The State would like the doors to swing in both directions and also would like glass panels included. This will be a change order and will cost approximately \$15,000. Mr. McCarroll stated he would bring this back to the committee for their approval next month. Other issues included door closers, adding an additional exit sign in the physical therapy department, modifications to a bathroom stall and adding firefighter elevator policy to our fire procedure giving firefighters control of the elevator in the event of a fire.

5. **IGT** – Mr. Alger informed the committee that there will be an IGT and \$4.2 million will go to the facility. The county puts up half of that in the Department of Social Services Medicaid budget. We are in the process of determining the method of funding for that. The Department of Social Services did not believe the State and had encumbered funds for an IGT in 2006-2007 and had some set aside for us. Sometime in November we will have to cash in the Medicaid account and the State will take the match with the Federal cash and pay the facility that amount due. They can pay the total amount for 2006 and 2007 and three-quarters of 2008. The balance of that will come in March. The \$4.2 million will be for all three years and equals approximately \$1.4 million per year. We expect that the IGT will continue after that time except that it will be small because of the rate adjustments. He expects that 2009 will be half of what you get in 2008, but we will have to wait and see. This is good news for the facility as it will help with cash and their budget. We will go through the Human Services and Finance committees to determine how we will fund that.

Ms. Lee informed the committee that the County will also be receiving a total of \$800,000 in disadvantaged facilities money for 2006 and 2007. Mr. Alger commented we still need to determine where the State grant for disadvantaged facilities will come from. The public facilities were to get \$35 million statewide and that was reduced to \$10 million statewide and that is what we received last year. Those funds can be used to match the IGT. Ms. Lee commented they also have received Medicaid payments based on the State moving the base year

from 1983 to 2002. They paid us retroactive \$13.14 per day Medicaid rate for 20,000 days and that amounted to approximately \$360,000.00. For 2008, the rate is \$17.04 per day and by the end of the year we should receive an additional \$400,000.00.

D. Administrator

1. **Cell Phone Request – Health Care Facility** – Mr. Alger informed the committee he has received a request for a cell phone for the evening/night supervisor at the Health Care Facility. Mr. McCarroll commented that currently he gives the evening/night supervisor his cell phone to use.

MOTION: APPROVING THE CELL PHONE REQUEST FOR THE EVENING/NIGHT SUPERVISOR AT THE HEALTH CARE FACILITY MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

E. Personnel

1. **Tuition Aid Request** – Mrs. Smith presented a tuition aid request for Debra Hooper, Information Technology, to take a course entitled “Web Design”. Mrs. Smith stated that Ms. Hooper works at the Health Care Facility and works on their web site. She recommends approval of this request.

MOTION: APPROVING THE TUITION AID REQUEST FOR DEBRA HOOPER, INFORMATION TECHNOLOGY, TO TAKE ONE COURSE ENTITLED “WEB DESIGN” MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. 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.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. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: AUTHORIZING A SALARY OF \$5,000.00 FOR DR. O’CONNOR TO BE MEDICAL DIRECTOR FOR PUBLIC HEALTH & NURSING SERVICES 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. WALSH. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: TO ADJOURN MADE BY MR. STACHNIK. SECONDED BY MR. WALSH. 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 5, 2008 @ 9:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON on Wednesday, October 29, 2008.**

STEBEN COUNTY HEALTH AND EDUCATION COMMITTEE

Wednesday, November 5, 2008

9:00 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE:	Thomas J. Ryan, Chair Thomas C. Schwartz	John S. Walsh, Vice Chair David R. Stachnik	Robert V. Nichols
STAFF:	Mark R. Alger Vicki Fuerst Frederick H. Ahrens, Jr.	Gregory P. Heffner Robert W. Anderson, Ph.D. James Gleason	Nancy Smith David McCarroll David English
LEGISLATORS:	Philip J. Roche, Esq.	Randolph J. Weaver	

I. CALL TO ORDER

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

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE OCTOBER 1, 2008 MEETING MADE BY MR. WALSH. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 4-0. (MR. NICHOLS ABSENT FOR VOTE)

III. DEPARTMENTAL REPORTS/REQUESTS

A. Special Children's Services

1. **Contracts** – Mrs. Fuerst requested authorization to renew all current Early Intervention contracts for 2009. Mr. Alger commented in the interest of full disclosure, his wife is an Early Intervention provider.

MOTION: AUTHORIZING SPECIAL CHILDREN'S SERVICES TO RENEW ALL CURRENT EARLY INTERVENTION CONTRACTS FOR 2009 MADE BY MR. STACHNIK. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0. (MR. NICHOLS ABSENT FOR VOTE)

Mrs. Fuerst requested authorization to enter into new contracts for Preschool related services with Kathleen Rossettie, Speech Language Pathologist at a rate of \$65.00 per session and Rhonda Reyea-Buonanno, Speech Language Pathologist at a rate of \$65.00 per session.

MOTION: AUTHORIZING SPECIAL CHILDREN'S SERVICES TO ENTER INTO NEW CONTRACTS FOR PRESCHOOL RELATED SERVICES WITH KATHLEEN ROSSETTIE, SPEECH LANGUAGE PATHOLOGIST AT A RATE OF \$65.00 PER SESSION AND RHONDA REYEA-BUONANNO, SPEECH LANGUAGE PATHOLOGIST AT A RATE OF \$65.00 PER SESSION MADE BY MR. STACHNIK. SECONDED BY MR. SCHWARTZ. ALL BEING IN FAVOR. MOTION CARRIES 4-0. (MR. NICHOLS ABSENT FOR VOTE)

Mrs. Fuerst requested authorization to increase their contract with Wayland-Cohocton School District for transportation services to \$35.50 per child per day. This is an increase of \$3.30, however, it is still far less than what we pay for some of the private providers we use.

MOTION: AUTHORIZING SPECIAL CHILDREN'S SERVICES TO AMEND THEIR CONTRACT WITH THE WAYLAND-COHOCTON SCHOOL DISTRICT FOR TRANSPORTATION SERVICES TO REFLECT AN INCREASE OF THE RATE TO \$35.50 PER CHILD PER DAY MADE BY MR. STACHNIK. SECONDED BY MR. SCHWARTZ. ALL BEING IN FAVOR. MOTION CARRIES 4-0. (MR. NICHOLS ABSENT FOR VOTE)

B. Public Health & Nursing Services

1. **Contract** – Mrs. Fuerst informed the committee they have a contract with Human Service Development for a part-time Emergency Coordinator. She stated that they have now found a person willing to do this full-time. She requested authorization to amend their contract with Human Service Development to reflect a \$5.00 increase in rates for the full-time Emergency Coordinator. The rate is now set at \$45.00 per hour, \$1.62 per hour oncall and travel reimbursed at the IRS rate. Mrs. Fuerst commented this contract is all grant funded and if the grant funding ends, the contract will end.

MOTION: AUTHORIZING PUBLIC HEALTH & NURSING SERVICES TO AMEND THEIR CONTRACT WITH HUMAN SERVICE DEVELOPMENT TO REFLECT A FULL-TIME EMERGENCY COORDINATOR WITH A NEW RATE OF \$45.00 PER HOUR, \$1.62 PER HOUR ON CALL AND TRAVEL REIMBURSED AT THE IRS RATE MADE BY MR. STACHNIK. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0. (MR. NICHOLS ABSENT FOR VOTE)

C. Office of Community Services

1. **Contract** – Dr. Anderson requested authorization to renew their contract for snow plowing at the Liberty Street location with Richard Machuga. The rate is \$150.00 per trip. Last year the rate was \$100.00.

Mr. Alger asked do you call him when you need him? Dr. Anderson replied yes.

MOTION: AUTHORIZING COMMUNITY SERVICES TO RENEW THEIR CONTRACT WITH RICHARD MACHUGA FOR SNOWPLOWING AT THE LIBERTY STREET LOCATION AT A RATE OF \$150.00 PER TRIP MADE BY MR. STACHNIK. SECONDED BY MR. SCHWARTZ. ALL BEING IN FAVOR. MOTION CARRIES 4-0. (MR. NICHOLS ABSENT FOR VOTE)

2. **Rochester Psychiatric Center Billing** – Dr. Anderson informed the committee that there has been an increase in the mental hygiene law expenses that will take effect June 1, 2009. He explained when individuals who are incarcerated are court-ordered to a psychiatric facility, we pay for 50 percent out of local tax dollars. Currently, the County share is \$10,500.00 per month. This will increase \$41.90 per day. We currently have one individual who has been in a facility since May and will be there until February 20, 2009. As a County, the judges, law enforcement and mental health staff work to control the number of these admissions.

Mr. Ahrens explained when a violent crime is committed, they effect an arrest, whether psychiatric treatment is needed or not. You have to have the individual arrested and arraigned. Discussion followed.

D. Health Care Facility

1. **Occupancy** – Mr. McCarroll distributed his occupancy report. They are currently at 90.84 percent. This continues to be a struggle as we are discharging to homes four or five people per week. The quality of our referrals is good and we are getting a lot of rehab residents. Mr. Alger commented the more rehab you do, the harder it is to keep the 95 percent occupancy level because of the turnover. Mr. Nichols stated we knew this was something that would happen when we decided to do this. We will have to see if we are able to make more money with the rehab. Mr. Alger stated this is something that has to be monitored and we have to decide at what point do we go the other way.

2. **Contracts** – Mr. McCarroll distributed a list of contracts that he would like to renew for 2009. He commented that their contract with Sodexo will increase 3.5 percent effective January 1, 2009.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO RENEW THE FOLLOWING CONTRACTS FOR 2009: AMERICAN HEALTH CARE, REV. HOWARD ARMSTRONG, B & B SERVISOFT, BUFFALO HOSPITAL SUPPLY, BATH AMBULANCE, BRUCE BAXTER – DENTIST, RENEE CARL – OCCUPATIONAL THERAPIST, COMPANION RADIO, CURTIS CRANMER, MD, FREED MAXICK & BATTAGLIA, HEALTHTRAC, IRA DAVENPORT MEMORIAL HOSPITAL, DR. GURDEEP SINGH KUNDLAS, NCS HEALTHCARE – IV INFUSION, DOUG RIFF – PHYSICAL THERAPIST, RUSH HEATING & COOLING, RURAL METRO, TERESA SAUVE – OCCUPATIONAL THERAPIST, SODEXHO, SOUTHERN TIER FIRE EXTINGUISHER, SOUTHERN TIER HEARING SERVICES, SHAWNA STEELE, STEUBEN PODIATRY ASSOCIATES, WILMA STEWART, MARGRETTA A. TOMB AND WEST FIRE SYSTEMS MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Mr. McCarroll requested authorization to enter into two new contracts with Lana Downey, Beautician and Rochelle Davis, Beautician on a per fee schedule.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO ENTER INTO NEW CONTRACTS WITH LANA DOWNEY AND ROCHELLE DAVIS, BEAUTICIANS, ON A PER FEE SCHEDULE MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

3. **Room Rates** – Mr. McCarroll informed the committee that the current rate for a semi-private is \$240.00 and a private room is \$250.00. He requested authorization to increase the rates for a semi-private to \$250.00 and a private to \$260.00. He commented these rates if approved, would take effect January 1, 2009.

MOTION: INCREASING THE ROOM RATES AT THE HEALTH CARE FACILITY FOR A SEMI-PRIVATE ROOM TO \$250.00 AND THE RATES FOR A PRIVATE ROOM TO \$260.00 EFFECTIVE JANUARY 1, 2009 MADE BY MR. NICHOLS. SECONDED BY MR. SCHWARTZ. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

4. **Turkeys** – Mr. McCarroll informed the committee that last year they did not have an employee recognition awards banquet as they have had in past years. Traditionally, they have budgeted \$2,500 - \$3,000 for the dinner. In lieu of doing that, he would like to give turkeys out to all of the employees and estimates the cost to be approximately \$1,800.

Mr. Schwartz asked are there rules regarding this? Mr. Ahrens replied we give recognition for different things. For the amount of money involved, he's not uncomfortable with this.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO SPEND UP TO \$1,800.00 TO PURCHASE TURKEYS FOR ALL EMPLOYEES AT THE HEALTH CARE FACILITY FOR EMPLOYEE RECOGNITION MADE BY MR. STACHNIK FOR DISCUSSION. SECONDED BY MR. NICHOLS.

Mr. Schwartz commented that he cannot support that at all with the layoffs from various businesses. Passing out gifts is bad and will make us look worse. Mr. Ryan asked do we stop the monthly awards then? Mr. Schwartz replied if we have to, we have to. We have to look at budgetary items.

Mr. Nichols commented in the past the facility has done a recognition dinner and they have been held on the Keuka Maid, Bath County Club, Bully Hill and various other locations. How did we handle that? Did we pay for that? Mr. Alger replied yes.

Mr. McCarroll stated this will be coming out of my budget.

Mr. Walsh asked how many employees? Mr. McCarroll replied we have 138 employees on the payroll.

Mr. Schwartz stated he is not saying the employees are not deserving, it's just the wrong climate.

Mr. Stachnik stated if instead you had a recognition dinner, where would you have it? Mr. McCarroll stated we are planning on having a tea in the lobby to hand out certificates and that will be at minimal expense.

Mr. Schwartz commented if this is something that is being done in other departments we will have to look at it.

Mr. Alger commented we don't do this in many places in the County. We have done recognition in other departments. We haven't done this sort of thing in other departments. This is something that is unique to Health Care Facility operations. Mr. Alger commented I don't think you will get good press. You may want to consider the internal ceremony instead for recognition as opposed to handing out turkeys. That's the alternative.

Mr. Stachnik stated there comes a point when you have to say where morale is going and what the cost is and stand back and take the flack. It is important to do things like this for retention of staff.

Mr. Ahrens asked does the Office for the Aging recognize their volunteers? Mr. Alger replied they do a recognition dinner for the RSVP volunteers as opposed to the staff. He commented that he thinks there are alternatives that wouldn't be as controversial.

Mr. Ryan asked Mr. McCarroll, have you discussed this with your department heads and is this something they would like to see? Would it be good for morale? Mr. McCarroll replied yes. Discussion followed.

VOTE ON PREVIOUS MOTION: MOTION FAILS 3-2. (MR. NICHOLS, MR. SCHWARTZ AND MR. WALSH OPPOSED.)

5. **Wander Guard** – Mr. McCarroll informed the committee that with their wander guard system, there are sensors on the residents wrists that keep them from going outside of the facility. We have found weaknesses in the system, for instance there are zones where you are unable to hear the alarms. Also we are not able to determine if a resident is leaving the facility via the elevator. During the State survey, we did increase the security at one of the exits.

Mr. McCarroll stated there are two vendors that provide us with this system and they are West Fire Systems and Otis Elevator. To bring the entire system up to snuff, we would have to spend \$33,350.00. This would enable us to install additional cable, and install enunciator panels in those areas where the alarms currently cannot be heard. There would be a total of nine additional units. With this upgrade, the staff will be able to hear the alarms anywhere in the facility. Mr. McCarroll stated that he would like to make West Fire Systems and Otis Elevator the sole source providers for this.

Mr. Alger commented the training of staff for this system is one of the questions. It is important how much discussion with the nursing staff did you have with regard to these solutions for the enunciator panels and the location of the alarms. Was that part of the process? Mr. McCarroll replied yes.

Mr. Alger asked currently, if I am a nurse and I hear the alarm, I can go to the main enunciator or nurses' station and it will tell me which door is being accessed, but not the floor that the elevator is at? Mr. McCarroll stated that is correct. Mr. Alger asked with the upgrade, will it give the nurses more detailed information? Mr. McCarroll replied yes. We are only expanding what the system currently does.

Mr. Alger stated that Mr. Ryan has concerns from hearing feedback, that the system is complex enough that it is difficult for staff to understand. What we are looking for you to tell us is will this simplify the system for the staff? Mr. McCarroll replied we have gone from a facility that had no wander guard, to a facility that now has various types of alarms. It will take time for staff to get used to this system. Another layer to the system is the television cameras that can be viewed from the nurses stations.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO CONTRACT WITH WEST FIRE SYSTEMS AND OTIS ELEVATOR FOR UPGRADES TO THE EXISTING WANDER GUARD SYSTEM AT A COST OF \$33,350.00 AND DECLARING WEST FIRE SYSTEMS AND OTIS ELEVATOR SOLE SOURCE PROVIDERS MADE BY MR. SCHWARTZ. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

E. Personnel

1. **Tuition Aid Request** – Mrs. Smith presented a request for Richard Joki, Personnel Department, to take one course entitled “Organizational Behavior” to obtain his Bachelor’s Degree in Human Resources Management. She recommended approval.

MOTION: APPROVING THE TUITION AID REQUEST FOR RICHARD JOKI, PERSONNEL DEPARTMENT, TO TAKE ONE COURSE ENTITLED “ORGANIZATIONAL BEHAVIOR” MADE BY MR. SCHWARTZ. SECONDED BY MR. NICHOLS. 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 MADE BY MR. SCHWARTZ. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

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

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

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Wednesday, December 3, 2008 @ 9:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON on Wednesday, November 26, 2008.**

STEBEN COUNTY HEALTH AND EDUCATION COMMITTEE

Wednesday, December 3, 2008

9:00 a.m.

Legislative Committee Conference Room

Steuben County Office Building

Bath, New York

****MINUTES****

COMMITTEE: Thomas J. Ryan, Chair John S. Walsh, Vice Chair Robert V. Nichols
Thomas C. Schwartz David R. Stachnik

STAFF: Mark R. Alger Vicki Fuerst David McCarroll
Nicole Walker Nancy Smith James Gleason
John Leyden

LEGISLATORS: Philip J. Roche

I. CALL TO ORDER

Mr. Ryan called the meeting to order at 9:00 a.m. and led the group in the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE NOVEMBER 5, 2008 MEETING MADE BY MR. SCHWARTZ. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0. (MR. STACHNIK ABSENT FOR VOTE)

III. DEPARTMENTAL REPORTS/REQUESTS

A. Public Health & Nursing Services

1. **Rates** – Mrs. Fuerst informed the committee that Jack Venesky has recommended that our rates for Physical Therapy, Occupational Therapy, Speech Therapy/Audiology, Medical Social Services and Personal Care Aide be increased. This is primarily for insurance purposes.

MOTION: AUTHORIZING THE FOLLOWING RATE INCREASES FOR PUBLIC HEALTH & NURSING SERVICES: PHYSICAL THERAPY FROM \$125.00 TO \$135.00, OCCUPATIONAL THERAPY FROM \$125.00 TO \$135.00, SPEECH THERAPY/AUDIOLOGY FROM \$125.00 TO \$135.00, MEDICAL SOCIAL SERVICES FROM \$125.00 TO \$135.00, AND PERSONAL CARE AIDE FROM \$50.00 PER HOUR TO \$55.00 PER HOUR MADE BY MR. NICHOLS. SECONDED BY MR. SCHWARTZ. ALL BEING IN FAVOR. MOTION CARRIES 4-0. (MR. STACHNIK ABSENT FOR VOTE)

2. **Contracts** – Mrs. Fuerst requested approval of 2009 contract renewals.

MOTION: APPROVING THE 2009 CONTRACT RENEWALS FOR PUBLIC HEALTH & NURSING SERVICES MADE BY MR. NICHOLS. SECONDED BY MR. SCHWARTZ. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

B. Special Children's Services

1. **Contracts** – Mrs. Fuerst requested authorization to renew two contracts for 2009 with James McGuinness & Associates, Inc. for software support and with All County Educational Services for Early Intervention services.

MOTION: AUTHORIZING SPECIAL CHILDREN'S SERVICES TO RENEW THE FOLLOWING CONTRACTS FOR 2009: JAMES McGUINNESS & ASSOCIATES, INC. FOR SOFTWARE SUPPORT AT A RATE OF \$100.00 PER HOUR AND WITH ALL COUNTY EDUCATIONAL SERVICES FOR EARLY INTERVENTION SERVICES AT THE RATE SET BY THE STATE MADE BY MR. STACHNIK. SECONDED BY MR. SCHWARTZ. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Mrs. Fuerst requested authorization to enter into new contracts effective December 1, 2008 with Lisa McGowan, Occupational Therapist; Lisa DeLong, Speech Language Pathologist and Lisa Nicholson, Occupational Therapist. The rates are all set at \$65.00 per session.

MOTION: AUTHORIZING SPECIAL CHILDREN'S SERVICES TO ENTER INTO NEW CONTRACTS EFFECTIVE DECEMBER 1, 2008 WITH THE FOLLOWING INDIVIDUALS: LISA MCGOWAN, OCCUPATIONAL THERAPIST AT \$65.00 PER SESSION; LISA DeLONG, SPEECH LANGUAGE PATHOLOGIST AT \$65.00 PER SESSION AND LISA NICHOLSON, OCCUPATIONAL THERAPIST AT \$65.00 PER SESSION MADE BY MR. STACHNIK. SECONDED BY MR. SCHWARTZ. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

C. Health Care Facility

1. **Occupancy** – Mr. McCarroll informed the committee that November was their lowest census ever at 89.37 percent. When we first opened the new facility, we were trying to aggressively fill the rehab beds. Now we are looking at long-term rehab to help keep our numbers up. During the holidays, the facility typically experiences more deaths and more individuals that are trying to get back home. There is not quite as much rehab out there as we had hoped to be able to fill a 25-bed unit.

Mr. Alger commented we jumped right into this. Initially it may be wise to scale back to maintain our occupancy rate so you don't lose your bed hold. We need to find a balance. Mr. McCarroll commented this is our base year and we have to maintain at least a 90 percent occupancy level.

2. **TV RFP** – Mr. McCarroll informed the committee that they received two proposals from Time Warner and American Technology. Time Warner's proposal was \$6.00 per bed with an installation cost of \$9,245. American TechCorp proposal was \$5.46 per bed, however, they would not be able to provide local news and their installation cost was \$20,000. He recommended awarding the RFP to Time Warner. Mr. McCarroll commented the installation cost is a one-time cost.

MOTION: AWARDING THE RFP FOR TV SERVICES AT THE HEALTH CARE FACILITY TO TIME WARNER AT A COST OF \$6.00 PER BED AND AN INSTALLATION COST OF \$9,245.00 MADE BY MR. SCHWARTZ. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Mr. Stachnik asked is there any interest in having Internet access? Mr. McCarroll replied we did seek Internet services and at that time Time Warner's quote was high. Verizon is difficult to deal with, but we were able to get DSL. We do have wireless Internet in several locations and it is up and running.

D. Personnel

1. **Tuition Aid Request** – Mrs. Smith presented a tuition aid request for Lynne Snyder, Senior Alcoholism & Substance Abuse Counselor in the Office of Community Services, to take two courses entitled "Social Work – History & Policy" and "Evaluation & Social Work". She is working toward her Master's in Social Work and Mrs. Smith recommended approval of this request.

MOTION: APPROVING THE TUITION AID REQUEST FOR LYNNE SNYDER, SENIOR ALCOHOLISM & SUBSTANCE ABUSE COUNSELOR IN THE OFFICE OF COMMUNITY SERVICES TO TAKE TWO COURSES ENTITLED "SOCIAL WORK – HISTORY & POLICY" AND "EVALUATION & SOCIAL WORK" MADE BY MR. SCHWARTZ. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

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

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Wednesday, January 7, 2009 @ 9:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON on Wednesday, December 31, 2008.**