

**STEBEN COUNTY HEALTH AND EDUCATION COMMITTEE**

*Wednesday, January 7, 2009*

*9:00 a.m.*

*Legislative Committee Conference Room*

*Steuben County Office Building*

*Bath, New York*

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

**COMMITTEE:** John S. Walsh, Vice Chair      Robert V. Nichols      David R. Stachnik

**STAFF:** Mark R. Alger      Chris Congdon      Robert W. Anderson, Ph.D.  
Dave McCarroll      Nancy Smith      David English  
Frederick H. Ahrens, Jr.

**LEGISLATORS:** Lawrence P. Crossett      Joseph J. Hauryski      Randolph J. Weaver

**ABSENT:** Thomas J. Ryan, Chair      Thomas C. Schwartz

**I. CALL TO ORDER**

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

**II. APPROVAL OF MINUTES**

**MOTION: APPROVING THE MINUTES OF THE DECEMBER 3, 2008 MEETING MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

**III. DEPARTMENTAL REPORTS/REQUESTS**

A. Public Health & Nursing Services

1. **Contract Renewal** – Ms. Congdon requested authorization to renew their contract with Stafkings for nursing services. She commented that there is a small increase in the rate.

**MOTION: AUTHORIZING PUBLIC HEALTH & NURSING SERVICES TO RENEW THEIR CONTRACT WITH STAFKINGS FOR NURSING SERVICES MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

B. Special Children’s Services

1. **Personnel** – Ms. Congdon informed the committee that they have hired Diane Kiff as the new Administrative Officer for Special Children’s Services and she will start later in January.

2. **Local Early Intervention Coordinating Council Appointments** – Ms. Congdon requested the committee approve the appointments to the Local Early Intervention Coordinating Council. She commented that Mr. Ryan is the legislative representative.

**MOTION: APPROVING THE APPOINTMENTS TO THE LOCAL EARLY INTERVENTION COORDINATING COUNCIL MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Resolution Required.**

C. Office of Community Services

1. **Contracts** – Dr. Anderson presented his 2009 contracts for approval. He stated that most of these are pass-through dollars. With these programs, they are all very aware that cuts from the State translate into cuts for them and that the County will not be picking up the additional money. The Office of Alcohol and Substance

Abuse Services has indicated to us that they are not going to damage the preventive programs. Mr. Alger commented typically we amend the contract language to state that cuts by the State are passed on.

Dr. Anderson stated that the CARS Program (Cayuga Addiction Recovery Services) is part of the STEP Road to Recovery Program and the Governor has indicated that this program could disappear. If that happens, we would have to pick up those clients that were previously being served by this program.

**MOTION: APPROVING THE FOLLOWING 2009 MENTAL HEALTH CONTRACTS FOR THE OFFICE OF COMMUNITY SERVICES: HORNELL CONCERN (\$109,420.00); FAMILY SERVICES SOCIETY (\$74,012.00); SCAP – HOSPITAL DIVERSION (\$32,536.00); SCAP – FORENSIC SUPPORT HOUSING (\$119,268.00); CATHOLIC CHARITIES COUNCIL (\$237,759.00); CATHOLIC CHARITIES – HOMELESS (\$14,656.00); KINSHIP FAMILY & YOUTH SERVICES (\$304,176.00); PATHWAYS (\$23,954.00); STEUBEN ARC – SHELTERED WORKSHOP (\$287,907.00); STEUBEN ARC – PSYCHIATRIC REHAB (\$155,428.00); FINGER LAKES PARENT NETWORK (\$488,160.00); CARS (CAYUGA ADDICTION RECOVERY) STEPS (\$25,000.00) MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

Dr. Anderson stated that he also has additional contracts to approve, however, he will bring the amounts for those contracts to next month's meeting.

**MOTION: CONDITIONALLY APPROVING THE FOLLOWING 2009 CONTRACTS FOR THE OFFICE OF COMMUNITY SERVICES AND REVIEWING THE DOLLAR AMOUNTS AT THE FEBRUARY MEETING: MACHUGAS CONTRACTING – SNOW REMOVAL – BATH OFFICE; GOLD STAR CONSTRUCTION, LLC – SNOW REMOVAL – HORNELL OFFICE; THOMAS LANDSCAPING – SNOW REMOVAL – CORNING OFFICE; GLOBAL INDUSTRIES – CLEANING OFFICE LOCATIONS; FIRE ALARM SERVICE TECHNOLOGY, INC. – FIRE ALARM MAINTENANCE; CATHOLIC CHARITIES – PART-TIME EMPLOYEES; CORNELL COOPERATIVE EXTENSION – PART-TIME EMPLOYEES; CAZENOVIA RECOVERY SYSTEMS, INC. – ROAD TO RECOVERY BEDS; AND MEDLAB, INC. – DRUG SCREENS MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

*Secretary's Note: The amounts of these contracts were reviewed at the February 4, 2009 meeting of the Health & Education Committee.*

2, **Mental Hygiene Law** – Dr. Anderson informed the committee that Mental Hygiene Law necessitates the County picking up fifty percent of the cost anytime we send somebody to a forensic facility. Whether they are being sent by criminal or family court or by Section 508 of the Corrections Law, we are responsible for fifty percent of that cost. In the past, we have been fairly fortunate, but it is something that we cannot predict. This year we spent \$130,000.00 and only had \$20,000.00 budgeted. He met with Mr. Alger, Mrs. Whitehead and Ms. Monroe and they went over the different accounts they could take money from to make sure they had enough to cover the expenses that were not covered in the 2008 budget.

**MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO TRANSFER A TOTAL OF \$122,502.00 FROM VARIOUS LINE ITEMS TO COVER THE MENTAL HYGIENE LAW COSTS FOR 2008 MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK FOR DISCUSSION.**

Mr. Alger stated we have been pretty successful over the years in keeping individuals from being placed under the Mental Hygiene Law. Instead of doing these sorts of admission, they work to get individuals placed in St. James for evaluation and avoid the mandated costs. Mr. Stachnik asked how do you budget for that? Mr. Alger replied you can't. You do the best you can to manage it the best you can. Last year we couldn't avoid it.

Dr. Anderson informed the committee that for this particular case, they also will have two months in 2009 that will need to be paid for and we anticipate those costs to be approximately \$21,002. We have \$20,000.00 budgeted in the 2009 budget.

Dr. Anderson stated that from 2000 – 2007 the Mental Health Directors Association tried to get the Legislature to change the law so that counties were only responsible for the first month and everything after that the State would pick up. That just hasn't happened.

Mr. Alger commented that he thinks we do a pretty good job containing this cost. It is a problem in that it's a program that you don't have control of. We need to manage it the best we can.

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

D. Health Care Facility

1. **Occupancy** - Mr. McCarroll distributed the occupancy report for the committee's review. He commented that for the month of December they were at 88.73 percent and the year-end total was 92.64 percent. We have made a more determined effort to get more long-term patients. Our occupancy rate is lower in December as the death rate tends to be higher around the holidays. We are in the base year and we have talked with our department managers and we will be even more aggressive with our admissions.

Mr. Nichols asked are you at a point where you can handle having the bariatric patients? Mr. McCarroll replied we can. We want to take those patients a case at a time and refine our policies. We do put other residents in those beds when we do not have bariatric patients.

2. **Outpatient Rehab** – Mr. McCarroll informed the committee that they have received notification that the District Office of the Department of Health has been notified of the completion of our requirements and we anticipate final approval to come fairly quickly. Once we have our outpatient rehab operational that will be another revenue source for the facility.

Mr. Stachnik asked how do our occupancy numbers compare to the industry average? Mr. McCarroll replied the occupancy rate for other county homes is about where we are at and some are worse. The private homes are running between 90 – 95 percent with the overall average still at 92 percent. These are hard times for nursing homes.

3. **Contracts** – Mr. McCarroll requested authorization to contract with IPRO which is a peer review organization which does an analysis of our Medicare at no charge.

**MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO CONTRACT WITH IPRO TO DO AN ANALYSIS OF OUR MEDICARE AT NO CHARGE TO THE COUNTY MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

Mr. McCarroll requested authorization to renew their contract with Stericycle for infectious waste removal at the same terms and conditions.

**MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO RENEW THEIR CONTRACT WITH STERICYCLE FOR INFECTIOUS WASTE REMOVAL AT THE SAME TERMS AND CONDITIONS MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

Mr. Stachnik asked what did you end up doing for employee recognition? Mr. McCarroll replied we had an employee meal at the facility.

E. Personnel

1. **Tuition Aid Request** – Mrs. Smith presented a tuition aid request for Mur Brown, Staff Development Coordinator at the Health Care Facility to take a course entitled "Nursing Ed Practicum". She will be earning a Post-Masters certification degree in Nursing Education and they recommend approval.

**MOTION: APPROVING THE TUITION AID REQUEST FOR MUR BROWN, STAFF DEVELOPMENT COORDINATOR AT THE HEALTH CARE FACILITY TO TAKE A COURSE ENTITLED ‘NURSING ED PRACTICUM’ MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

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

Respectfully Submitted by:

Amanda L. Chapman  
Senior Stenographer  
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR  
Wednesday, February 4, 2009 @ 9:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office  
NO LATER THAN NOON on Wednesday, January 26, 2009.**

**STEBEN COUNTY HEALTH AND EDUCATION COMMITTEE**

*Wednesday, February 4, 2009*

*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                      Jack Wheeler  
Victoria Fuerst                      Chris Congdon                      Diane Kiff  
Robert W. Anderson, Ph.D.                      David McCarroll                      David English  
Frederick H. Ahrens, Jr.

**LEGISLATORS:** Philip J. Roche                      Lawrence P. Crossett                      Joseph J. Hauryski  
Randolph J. Weaver

**OTHERS:** Mary Perham, *The Leader*

**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 JANUARY 7, 2009 MEETING MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

**III. DEPARTMENTAL REPORTS/REQUESTS**

A. Public Health & Nursing Services

1. **2009 State Budget Impact** – Ms. Congdon distributed a handout showing the proposed budget cuts. We are looking at a 2 – 8 percent cut in all grants, plus the elimination of the COLA. In addition, we expect our Emergency Preparedness Grant to be cut at least 40 percent, if not more. The total reduction in grants is \$68,182. With regard to State Aid, Home Care and Early Intervention Administration and Service Coordination will be moved to core services, and reimbursement will remain at 36 percent. For the 2009 – 2010 budget year, they are proposing eliminating funding for the following programs; Emergency Medical Services, Medical Examiner, Long Term Home Health Care and PreK Administration, which they consider to be optional programs. We anticipate total State Aid reductions to be \$95,276. With regard to the Home Care programs, the State is proposing cuts to Medicaid and changing the way they will pay us for Medicaid. They also are proposing eliminating the trend factors. This would result in reductions to this program of \$156,500. The total proposed cuts are \$319,958.00.

Mr. Nichols commented that with some of these you will be able to cut services, but some you will not be able to. Ms. Congdon stated that is correct. For our Home Health Care visits there will be less money, but we will still have to serve the people under that program.

Mr. Stachnik commented in years past when cuts have been proposed, eventually those cuts have been restored. Ms. Congdon stated that our regional association is trying to fight these cuts. Hopefully the State will get more Medicaid money. Mr. Stachnik asked that for the next meeting, they provide a list of priorities and the committee will do a memorializing resolution.

Mr. Alger stated we have been talking about this for some time and are having the departments make these presentations to give you an idea of the magnitude of the situation. The relationship between the counties and the State will change this year. The State is greatly reducing their support and are not changing the requirements. This is a significant step backward. The State is also proposing a ban on subcontracting for Aid Services and they are doing that because when you eliminate the contracts, you eliminate the issue of having lower wages and benefits. Mr. Crossett commented eliminating the contracts will cost a lot more money. Mrs. Fuerst stated if we had to hire these individuals, they would be union employees.

B. Special Children's Services

1. **Administrative Officer** – Mrs. Fuerst introduced Diane Kiff, the new Administrative Officer for Special Children's Services.

2. **Contracts** – Ms. Kiff requested authorization to enter into a contract with the Dansville School District for Preschool Related Services at a rate of \$65.00 per session.

**MOTION: AUTHORIZING SPECIAL CHILDREN'S SERVICES TO ENTER INTO A CONTRACT WITH THE DANSVILLE SCHOOL DISTRICT FOR PRESCHOOL RELATED SERVICES AT A RATE OF \$65.00 PER SESSION MADE BY MR. SCHWARTZ. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

C. Office of Community Services

1. **Contract Renewals** – Dr. Anderson reviewed the contracts that were conditionally approved at last month's committee meeting as follows: Machuga's Contracting – Snow Removal – Bath Office (\$150.00 per plow), Gold Star Construction, LLC – Snow Removal – Hornell Office (\$65.00 per plow), Thomas Landscaping – Snow Removal – Corning Office (\$40.00 per plow), Global Industries – Cleaning Office Locations (\$502.50 per week), Fire Alarm Service Technology, Inc. – Fire Alarm Maintenance (\$2,801.00 annually), Catholic Charities – Part-Time Employees (\$55,000.00 annually), Cornell Cooperative Extension – Part-Time Employees (\$200,000.00 annually), Cazenovia Recovery Systems, Inc. – Road to Recovery Beds (\$175.00 per month per bed) and MedLab, Inc. – Drug Screens (\$15.00/6-panel screen). He also commented that there will be no funding for DePaul Detox Services at the VA for 2009.

Mr. Schwartz asked why is DePaul not being funded? Dr. Anderson replied we have never given them money and the State has decided this program could be self-sufficient.

2. **Lease Agreement** – Dr. Anderson requested approval of their renegotiated lease for the first floor at 115 Liberty Street, Bath, NY. The lease will include the renovations for the consolidation of the two CDT Programs. The total cost for the renovations was \$26,000.00 and that will be amortized over five years. The rent total is \$22,000 per year.

**MOTION: APPROVING THE LEASE AGREEMENT FOR THE FIRST FLOOR AT 115 LIBERTY STREET, BATH, NY FOR A TOTAL RENT OF \$22,000 PER YEAR AND RENOVATIONS COST OF \$26,000 AMORTIZED OVER FIVE YEARS MADE BY MR. STACHNIK. SECONDED BY MR. SCHWARTZ. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

3. **2009 State Budget Impact** – Dr. Anderson distributed a handout showing the proposed cuts. He stated that under OASAS, they are proposing eliminating the MATS (Managed Addiction Treatment) Program. This results in a loss of \$76,065.00 per year, however, the case manager will be transferred to the Appalachian Regional Commission Grant and this turns out to be a positive for the department. Dr. Anderson stated that OASAS has determined that DePaul, now known as Loyola, will be self-sufficient in 2009 and there is no anticipated cost to the County. Loyola has contracted with the VA for twelve beds that will be held for veterans. Anything over twelve is above and beyond that contract. That contract meets 90 percent of the operating expenses of that program. They do accept Medicaid and third party insurance. Most everyone who goes to that program has insurance or Medicaid and if they are a veteran, their care is paid for by the VA. Dr. Anderson informed the committee that the Division of Criminal Justice Service reduced their budget for the Steps Road to

Recovery Program and now that has been transferred to OASAS. The State has reduced the program \$52,300 which results in the elimination of the supplemental payments for Intensive Residential and the District Attorney's Office. The case management component funding remains intact. These reductions will not result in an increase in County costs for this.

Dr. Anderson stated that with regard to the Office of Mental Health, the State has made the counties dependent upon COPS/CSP supplemental payments, which for Steuben County has been \$1.5 million. These payments have not been in keeping with the Medicaid Program, and the State will be phasing these payments out over the next two to three years. Now the State will be phasing in a new "Clinic Restructuring Project" which proposes rebasing clinics that receive COPS/CSP one last time and then adjust rates to compensate for the phase out of the COPS/CSP. We do not know what the financial impact of this will be. Dr. Anderson stated we generated \$1.5 million in COPS/CSP revenue during 2008. We don't know if the new rates will compensate for these lost revenues, but the Office of Mental Health is saying that services will not be eliminated and that there will also be enough resources to ensure that there are no waiting lists. Along with this, they are also proposing making cuts to the County Federal Salary Sharing funds. This has the potential of costing the County up to \$200,000. This is the most serious thing that we are looking at this year. This is being highly contested statewide as there is not a county in the State that thinks this is a good idea. Also, the Office of Mental Health has announced more changes to the billing rules/requirements for the CDT and ICM/SCM programs. We have been notified of the changes and given compliance dates, but we still have not received written guidance on the billing for either program. The ICM/SCM redefined billable services in the middle of 2008, but we still do not have the new codes or rates. We are continuing to bill under the old codes and rates until new ones are published. The CDT changed the billing structure effective January 1, 2009, and have provided new rules, but they have not provided the new rates.

Dr. Anderson stated with regard to OMRDD, there will be significant ramifications to the providers such as ARC and Pathways as well as with the constituents, however there is no mandate for the County to pick up the additional costs.

D. Health Care Facility

1. **Occupancy** – Mr. McCarroll informed the committee that last month we were disappointed with our occupancy rate of 88 percent. This month our occupancy has gone back up to 91.7 percent. We are taking a few more rehabilitative residents and also have begun our bariatric business and have two residents in that unit. We are looking to keep our numbers at least at 90 percent since we are still in the process of having the State determine our new base rate.

2. **Contracts** – Mr. McCarroll requested authorization to enter into contracts with Omnicare for pharmacy services, Southern Tier Hospice for hospice patient at no expense to the County, and American Healthcare Services for our group purchasing. Also he requested authorization to enter into another agreement with Freed, Maxick and Battaglia for base year audit and base year audit cost report. The cost for the audit is \$15,000 - \$18,000 and the cost for the base year cost report will be \$6,500.

**MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO ENTER INTO THE FOLLOWING CONTRACTS: OMNICARE FOR PHARMACY SERVICES, SOUTHERN TIER HOSPICE FOR HOSPICE PATIENT AT NO EXPENSE TO THE COUNTY, AMERICAN HEALTHCARE SERVICES FOR GROUP PURCHASING AND AN ADDITIONAL CONTRACT WITH FREED, MAXICK & BATTAGLIA FOR BASE YEAR AUDIT AT A COST OF \$15,000 - \$18,000 AND BASE YEAR COST REPORT AT A COST OF \$6,500 MADE BY MR. STACHNIK. SECONDED BY MR. SCHWARTZ. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

3. **2009 State Budget Impact** – Mr. McCarroll informed the committee there are three categories that the State is looking at. The first is Nursing Home Cost Containment Deficit Reductions which include a 2 percent across the board reduction, they will eliminate the 2008 trend factor, eliminate the 2009 trend factor and there will also be a Medicaid retro trend adjustment. The total impact is a loss of \$448,862. The second category is the 2009 – 2010 impact of Nursing Home Reform and includes value based regional pricing compared to the

current 2008 rate, and reducing payments for lower acuity patients by 25 percent. The total nursing home reform impact is \$159,319. The anticipated total impact for Steuben County is a loss of \$608,181.

Mr. Alger commented if there is anything positive about this, we are still eligible for the IGT and we will be able to get half of what we are losing from the IGT. The loss of \$600,000 will be reduced to a loss of \$300,000.

4. **Outpatient Rehab** – Mr. McCarroll informed the committee that within the next week we will be inspected for the second time and soon after that we will be able to open.

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

Respectfully Submitted by:

Amanda L. Chapman  
Senior Stenographer  
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR  
Wednesday, March 4, 2009 @ 9:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office  
NO LATER THAN NOON on Wednesday, February 25, 2009.**



**STEBEN COUNTY HEALTH AND EDUCATION COMMITTEE**

*Wednesday, March 4, 2009*

*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                      Robert F. Biehl  
Jack Wheeler                      Robert W. Anderson, Ph.D.                      David McCarroll  
James Gleason                      Frederick H. Ahrens, Jr.                      David English

**LEGISLATORS:** Randolph J. Weaver

**OTHERS:** Kevin Williams, Institute for Human Services

**I. CALL TO ORDER**

Mr. Ryan called the meeting to order and asked Mrs. Chapman to lead the Pledge of Allegiance.

**II. APPROVAL OF MINUTES**

**MOTION: APPROVING THE MINUTES OF THE FEBRUARY 4, 2009 MEETING MADE BY MR. STACHNIK. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

**III. DEPARTMENTAL REPORTS/REQUESTS**

A. Health Care Facility

1. **Occupancy** – Mr. McCarroll informed the committee that the occupancy rate for February was 94.22 percent and the average occupancy for 2009 is at 92.90 percent.

2. **Contracts** – Mr. McCarroll requested authorization to renew contracts with Simplex Grinnell for sprinkler inspections at a rate of \$170.00 per quarter and with West Fire Systems for safety testing and maintenance at a rate of \$2,080.00 for two visits per year.

**MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO RENEW CONTRACTS WITH SIMPLEX GRINNELL FOR SPRINKLER INSPECTIONS ON A QUARTERLY BASIS AT A RATE OF \$170.00 PER QUARTER AND WITH WEST FIRE SERVICES FOR SAFETY TESTING AND MAINTENANCE TWICE YEARLY AT A RATE OF \$2,080.00 MADE BY MR. STACHNIK. SECONDED BY MR. SCHWARTZ. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

3. **Outpatient Program** – Mr. McCarroll announced the New York State Department of Health has approved the outpatient program. We have located a physical therapy assistant who has agreed to come on board. We have authorization to add staff to the outpatient program as the program develops. Mr. Walsh asked when can you start taking patients? Mr. McCarroll replied we can start taking patients now. We are not set up to take a large volume now, but we can start working with our current residents.

Mr. McCarroll stated their approval also included approval of the building as a whole. We still have two issues that we are working on. The first is adding a restroom in close proximity to the beauty shop and we are looking at the cost to do that. The second issue deals with handrails. The handrails in the lobby are missing and this is a disputable code issue. The Department of Health wants handrails there as patients do go through the lobby to get

to physical therapy. Mr. Alger asked is that something you could clarify with a policy? Mr. McCarroll replied they tried that, but the State responded by saying if the patient can go on their own, then there needs to be a handrail.

4. **Other** – Mr. McCarroll stated that their rehab certified occupational therapy assistant has a girl’s softball team that he would like to name the “Mt. Washington Rehab Team”. The team will play occasionally in Bath and the surrounding area. He asked the committee if there was any problem with the team going by this name. The committee agreed that this was not a problem. Mr. McCarroll commented that sometime in the future we may want to have a discussion about the Health Care Facility’s identity and we could possibly talk about a name change.

Mr. Alger commented the approval of the Department of Health for the outpatient program was one of the most difficult processes to go through with regard to the Health Care Facility. This was extremely difficult and is a significant accomplishment. Congratulations!

B. Office of Community Services

1. **Contract** – Dr. Anderson informed the committee that they received a grant from the Appalachian Regional Commission to do some addiction treatment. This involves helping individuals who are released from jail to get linked up to treatment and part of that includes medical assisted treatment. He requested authorization to contract with Loyola Medical Assistants located in Pittsford, NY. The scope of work for the contract is that Loyola would provide educational training to clients and staff and provide physician time to administer the medications. The cost is \$100.00 per hour.

**MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO ENTER INTO A CONTRACT WITH LOYOLA MEDICAL ASSISTANTS OF PITTSFORD, NY TO PROVIDE MEDICAL ASSISTED ADDICTION TREATMENT AT A RATE OF \$100.00 PER HOUR TO BE PAID FOR WITH GRANT FUNDING RECEIVED FROM THE APPALACHIAN REGIONAL COMMISSION MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS FOR DISCUSSION.**

Mr. Stachnik asked how much of this is funded by the Appalachian Regional Commission? Dr. Anderson replied the total cost of the project is \$80,000 and we are receiving a grant in the amount of \$40,000. We will get \$40,000 from ARC and the additional \$40,000 is a match from the Department of Social Services. Mr. Stachnik asked did the ARC rate this high enough for federal money? Dr. Anderson replied we were one of nine in the region that received this grant. Mr. Alger explained the grant was rated regionally and then rated within the State and the ARC decided to fund it. Dr. Anderson commented that he is convinced that you’ll find this to be self funding, but even if it does take county dollars, it will save you money by helping the people that are being released from the jail.

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

C. Personnel

1. **Tuition Aid Request** – Mr. Biehl stated they have a tuition aid request from Richard Joki, Personnel Technician, requesting authorization to take a course entitled “Human Resource Management and Development”. Mr. Biehl recommended approval.

**MOTION: APPROVING THE TUITION AID REQUEST FOR RICHARD JOKI, PERSONNEL TECHNICIAN, TO TAKE ONE COURSE ENTITLED “HUMAN RESOURCE MANAGEMENT AND DEVELOPMENT” MADE BY MR. SCHWARTZ. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

D. Administrator

1. **Grant** – Mr. Alger informed the committee that they have submitted a grant on behalf of Mental Health and the Department of Social Services. Mr. Wheeler stated we applied for a grant through the U.S. Department of Education for a grant to better connect schools and mental health activities. We chose to partner

with the Bath School District for this grant. Kevin Williams from the Institute for Human Services handled the grant writing and submitted an application for \$300,000 for two years. Through this grant, the county would help bolster training for mental health staff via train the trainer and then we could offer that training to the schools. This will help to build a long-term partnership with the schools and have the capacity to offer additional services.

**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 5-0.**

**MOTION: AUTHORIZING THAT FUTURE INCREASES TO DR. KHAN'S CONTRACT COINCIDE WITH MANAGEMENT RAISES MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

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

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

Respectfully Submitted by:

Amanda L. Chapman  
Senior Stenographer  
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR  
Wednesday, April 1, 2009 @ 9:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office  
NO LATER THAN NOON on Wednesday, March 25, 2009.**

**STEBEN COUNTY HEALTH AND EDUCATION COMMITTEE**

Wednesday, April 1, 2009

9:00 a.m.

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

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

<b>COMMITTEE:</b>	John S. Walsh, Vice Chair	Robert V. Nichols	Philip J. Roche
<b>STAFF:</b>	Mark R. Alger Robert W. Anderson, Ph.D. David English	David McCarroll Frederick H. Ahrens, Jr. Carol Whitehead	Diane Kiff Nancy Smith
<b>LEGISLATORS:</b>	Joseph J. Hauryski		
<b>ABSENT:</b>	Thomas J. Ryan, Chair	Thomas C. Schwartz	David R. Stachnik
<b>OTHERS:</b>	Mary Perham, <i>The Leader</i>		

**I. CALL TO ORDER**

Mr. Walsh called the meeting to order and asked Mr. Roche to lead the Pledge of Allegiance.

**II. APPROVAL OF MINUTES**

**MOTION: APPROVING THE MINUTES OF THE MARCH 4, 2009 MEETING MADE BY MR. NICHOLS. SECONDED BY MR. ROCHE. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

**III. DEPARTMENTAL REPORTS/REQUESTS**

A. Health Care Facility

1. **Occupancy** – Mr. McCarroll reported the occupancy for the month of March was 96.01 percent. Today we are 100 percent occupied, including all of our rehab beds. Our base year will end May 31, 2009. Mr. Nichols asked did the delay in opening due to the handrails hurt our base year? Mr. McCarroll replied no. Mr. Alger commented our base year started when we moved in.

2. **Contracts** – Mr. McCarroll requested authorization to renew contracts with Stericycle for infectious waste at the same rate and Simplex Grinnell for fire alarm, smoke detectors monitoring at a cost of \$128.00 per quarter.

**MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO RENEW CONTRACTS WITH STERICYCLE FOR INFECTIOUS WASTE REMOVAL AT THE SAME RATE AND SIMPLEX GRINNELL FOR FIRE/SMOKE ALARM MONITORING AT A RATE OF \$128.00 PER QUARTER MADE BY MR. NICHOLS. SECONDED BY MR. ROCHE. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

3. **Outpatient** – Mr. McCarroll informed the committee that the outpatient rehab is doing very well. They have hired a Physical Therapy Assistant and have a Physical Therapist that is interested in coming on board in the future.

4. **Budget Adjustment** – Mr. McCarroll requested authorization to transfer \$10,000 from Physical Assessment to PT Tech to cover physical therapy expenses.

**MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO TRANSFER \$10,000.00 FROM THE PHYSICAL ASSESSMENT LINE ITEM TO THE PT TECH LINE ITEM TO COVER PHYSICAL THERAPY EXPENSES MADE BY MR. NICHOLS. SECONDED BY MR. ROCHE. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

B. Office of Community Services

1. **Budget Adjustment** – Dr. Anderson requested authorization to accept revenue from the Department of Social Services in the amount of \$62,292.28 and appropriating to various line items to cover costs for the employee they have working in the Department of Social Services.

**MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO ACCEPT REVENUE FROM THE DEPARTMENT OF SOCIAL SERVICES IN THE AMOUNT OF \$62,292.28 AND APPROPRIATING TO VARIOUS LINE ITEMS TO COVER THE COSTS FOR THE EMPLOYEE THEY HAVE WORKING IN THE DEPARTMENT OF SOCIAL SERVICES MADE BY MR. ROCHE. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

3. **NAMI** – Dr. Anderson stated in years' past we have provided monetary support for the local chapter of NAMI (National Alliance for the Mentally Ill) and he requested authorization to give them \$500.00.

**MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO GIVE THE LOCAL CHAPTER OF NAMI (NATIONAL ALLIANCE FOR THE MENTALLY ILL) \$500.00 FOR THE YEAR MADE BY MR. ROCHE. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

Dr. Anderson informed the committee that they, in conjunction with NAMI, are sponsoring a speaker to come in May to talk about specialized housing units in prisons.

4. **State Budget Impacts** – Mr. Roche asked what are the State budget impacts to your department? Dr. Anderson replied the first reports are that it didn't do us any good. They still left in the cut to Administration. As its replacement, they kept the managed addiction treatment program that we just closed out on Friday. We will reapply to see if it can be put back into effect. By and large, we are not seeing any real significant benefits of the stimulus package.

Mr. Alger commented they appropriated the stimulus money for human services but did not allocate it. Dr. Anderson stated the Office of Alcohol and Substance Abuse Services did get an amount in order to follow the new Rockefeller Drug Law.

Dr. Anderson stated the major effect on our department is the transformation occurring in the Office of Mental Health. They are changing the way they bill things so beginning January 1, 2010, we will lose all of the COPS payments and they are supposed to reestablish a rate that will take that into account. He is more than skeptical as that represents approximately \$1.5 million and to redistribute that amount of money through another rate seems pretty difficult to do.

C. Special Children's Services

1. **Transportation Bids** – Ms. Kiff informed the committee that they will be sending out the transportation bids and expect to present them to the committee next month for approval.

**MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS' LAW, ARTICLE 7§ 105.1.F. THE MEDICAL, FINANCIAL, CREDIT OR EMPLOYMENT HISTORY OF A PARTICULAR PERSON OR CORPORATION, OR MATTERS LEADING TO THE APPOINTMENT, EMPLOYMENT, PROMOTION, DEMOTION, DISCIPLINE, SUSPENSION, DISMISSAL OR REMOVAL OF A PARTICULAR PERSON OR CORPORATION MADE BY MR. NICHOLS. SECONDED BY MR. ROCHE. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

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

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

Respectfully Submitted by:

Amanda L. Chapman  
Senior Stenographer  
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR  
Wednesday, May 6, 2009 @ 9:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office  
NO LATER THAN NOON on Wednesday, April 29, 2009.**

**STEBEN COUNTY HEALTH AND EDUCATION COMMITTEE**

*Wednesday, May 6, 2009*

*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                      Jack Wheeler  
Diane Kiff                      Chris Congdon                      David McCarroll  
Robert W. Anderson, Ph.D.                      Henry W. Chapman, Psy.D.                      Nancy Smith  
James Gleason                      Frederick H. Ahrens, Jr.                      David English

**LEGISLATORS:** Patrick F. Donnelly                      Randolph J. Weaver

**OTHERS:** Mary Perham, *The Leader*

**I. CALL TO ORDER**

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

**II. APPROVAL OF MINUTES**

**MOTION: APPROVING THE MINUTES OF THE APRIL 1, 2009 MEETING MADE BY MR. STACHNIK, SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0. (MR. RYAN ABSTAINED AS HE WAS NOT IN ATTENDANCE AT THE APRIL MEETING)**

**III. DEPARTMENTAL REPORTS/REQUESTS**

A. Special Children's Services

1. **Transportation Bids** – Mr. Gleason informed the committee they let bids for transportation and received four bids back. He recommended awarding the contracts on a line item basis to the low bidder.

**MOTION: AWARDING THE BIDS FOR PRESCHOOL TRANSPORTATION AS FOLLOWS: CONTRACT A TO LIVINGSTON-WYOMING ARC FOR \$120.00 PER CHILD FOR 10-MONTH AND SUMMER; CONTRACT B TO TERP'S ENTERPRISES FOR \$39.85 PER CHILD FOR 10-MONTH AND TO BIRNIE TRANSPORTATION FOR \$46.95 PER CHILD FOR SUMMER; CONTRACT C TO BIRNIE TRANSPORTATION FOR \$78.00 PER CHILD FOR 10-MONTH AND SUMMER AND CONTRACT D TO A & E FOR \$117.09 FOR 10-MONTH AND \$131.73 FOR SUMMER MADE BY MR. STACHNIK. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

2. **2009 Contract Renewals** – Ms. Kiff requested authorization to renew all current contracts for 2009 as well as renewing transportation contracts with various school districts.

**MOTION: AUTHORIZING SPECIAL CHILDREN'S SERVICES TO RENEW ALL CURRENT CONTRACTS FOR 2009 AS WELL AS RENEWING TRANSPORTATION CONTRACTS WITH THE FOLLOWING SCHOOL DISTRICTS: ADDISON CENTRAL SCHOOL, ALFRED-ALMOND CENTRAL SCHOOL, ARKPORT CENTRAL SCHOOL, CANISTEO-GREENWOOD CENTRAL SCHOOL, HORNELL CENTRAL SCHOOL, JASPER-TROUPSBURG CENTRAL SCHOOL AND WAYLAND-COHOCTON CENTRAL SCHOOL MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

Mr. Alger informed the committee we had been concerned about this particular group of contractors as the IRS had indicated during their recent audit that they were all being determined to be employees of the County, however, they did determine that these are general contracts.

B. Office of Community Services

1. **RFP for Collections** – Dr. Chapman commented previously we had talked with the committee about the possibility of contracting with a collections agency to collect outstanding debt. We did put out an RFP and had eight responses, of which four made our “short list”. Mr. Gleason and Mr. English both have been very helpful in gathering additional information on these companies for us.

Dr. Chapman stated our opinion is that any of these four companies would do a good job for us and what it comes down to is that we going to go with the company that will cost the County the least amount of money. They are recommending contracting with The Affiliated Group out of Rochester, Minnesota. They will take 17.5 percent of what they collect. Dr. Chapman explained if we move to take an individual to court, they will pay all of the upfront attorney fees and recoup that amount if they are successful. In those types of cases, there has to be a minimum of \$300.00 that has been unpaid by the client and then they will recommend taking the individual to court. They will look at the individual's assets and recommend to us whether they think it is worth the time and effort to take them to court. Ultimately it will be our decision if we want to go to court. Their approach is that they will try to do everything possible prior to going to court, and that fits well with what we have already been doing.

**MOTION: AWARDING THE CONTRACT FOR COLLECTION SERVICES FOR THE OFFICE OF COMMUNITY SERVICES TO THE AFFILIATED GROUP, ROCHESTER, MINNESOTA, MADE BY MR. SCHWARTZ. SECONDED BY MR. STACHNIK FOR DISCUSSION.**

Mr. Donnelly asked what is a primary account? Dr. Chapman replied those are clients who we bring into them that have at least \$300.00 outstanding. Mr. Donnelly asked at what point do you turn the client into collections? Dr. Chapman replied we are still working on the parameters, but our initial thought is they would be turned into collections after 60 days. Mr. Donnelly asked is there a difference in price based on the amount they owe? Dr. Chapman replied it is a flat rate of 17.5 percent on all primary accounts and 35 percent on attorney assisted accounts.

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

C. Public Health & Nursing Services

1. **Contract Amendment** – Ms. Congdon requested authorization to amend their contract with Douglas Riff, Physical Therapist, to include \$50.00 per hour for therapy oversight. She explained that previously they had a nurse supervising the therapist and they feel it would be better to have a physical therapist supervising other therapists.

**MOTION: AUTHORIZING PUBLIC HEALTH & NURSING SERVICES TO AMEND THEIR CONTRACT WITH DOUGLAS RIFF, PHYSICAL THERAPIST, TO INCLUDE \$50.00 PER HOUR FOR THERAPY OVERSIGHT MADE BY MR. SCHWARTZ. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**



2. **H1N1 Virus** – Mr. Alger distributed a chronology of the County’s response to the H1N1virus. Public Health Nursing has been in daily contact with the State on this issue. They continue to monitor and we have not yet had a positive test in the County. The virus appears to spread in much the same fashion as the regular flu. It may become a bigger issue over time as it continues to spread. The virus is now spreading to the Southern Hemisphere which is now entering winter, and it will be interesting to see how it fares. There have been discussions regarding a vaccine and how long it would take to develop one and how long it would take to get it distributed. We have tried to emphasize to the public and organizations to contact Public Health Nursing for information.

D. Health Care Facility

1. **Occupancy** – Mr. McCarroll informed the committee that last month their occupancy was 97.08 percent.

2. **Contracts** – Mr. McCarroll requested authorization to renew their contract with Pest Solutions for pest control at a rate of \$2,250 per year.

**MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO RENEW THEIR CONTRACT WITH PEST SOLUTIONS FOR PEST CONTROL AT THE HEALTH CARE FACILITY AT A RATE OF \$2,250.00 PER YEAR MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

Mr. McCarroll requested authorization to enter into a contract with Ithaca College for an internship program for Physical Therapy, Occupational Therapy and Speech Therapy at no cost to the County.

**MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO ENTER INTO A CONTRACT WITH ITHACA COLLEGE FOR AN INTERNSHIP PROGRAM FOR PHYSICAL THERAPY, OCCUPATIONAL THERAPY AND SPEECH THERAPY, AT NO COST TO THE COUNTY MADE BY MR. NICHOLS. SECONDED BY MR. SCHWARTZ. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

E. Personnel

1. **Tuition Aid Request** – Mrs. Smith presented a tuition aid request for Lynne Snyder, Senior Alcoholism Counselor, Office of Community Services to take two courses entitled “Diversity & Oppression” and “Theories of Organizational Behavior & Development”. These courses will apply to a Master’s Degree in Social Work. She recommends approval.

**MOTION: APPROVING THE TUITION AID REQUEST FOR LYNNE SNYDER, SENIOR ALCOHOLISM COUNSELOR, OFFICE OF COMMUNITY SERVICES, TO TAKE TWO COURSES ENTITLED “DIVERSITY & OPPRESSION” AND “THEORIES OF ORGANIZATIONAL BEHAVIOR & DEVELOPMENT” MADE BY MR. STACHNIK. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

Mrs. Smith stated she also has tuition aid requests for Karen Dgien, Service Coordinator, Special Children’s Services and Tina Goodwin, Deputy Director, 911. They both are taking beginning English which is not directly job duty related. She recommends disapproval of these requests.

Mr. Schwartz asked what is the cost to the County? Mrs. Smith replied we pay \$150.00 per credit hour.

**MOTION: APPROVING THE TUITION AID REQUESTS FOR KAREN DGIEN, SERVICE COORDINATOR, SPECIAL CHILDREN’S SERVICES TO TAKE ONE COURSE ENTITLED “FRESHMAN COMPOSITION” AND FOR TINA GOODWIN, DEPUTY DIRECTOR, 911 TO TAKE ONE COURSE ENTITLED “COLLEGE COMPOSITION I” MADE BY MR. SCHWARTZ. SECONDED BY MR. RYAN FOR DISCUSSION.**

Mr. Stachnik asked these courses are not relevant to their jobs? Mrs. Smith replied neither of these individual’s job duties requires them to do a lot of writing. Typically Freshman English requires reading prose, novels, etc.

Mr. Weaver asked what is the criteria for reimbursement? Mrs. Smith replied the course has to be job related.

Mr. Alger commented we try to encourage people to apply for those courses that are job related.

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

**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 5-0.**

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

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

Respectfully Submitted by:

Amanda L. Chapman  
Senior Stenographer  
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR  
Wednesday, June 3, 2009 @ 9:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office  
NO LATER THAN NOON on Wednesday, May 27, 2009.**

**STEBEN COUNTY HEALTH AND EDUCATION COMMITTEE**

**Special Meeting**

*Wednesday, May 27, 2009*

*9:30 a.m.*

*Legislative Committee Conference Room*

*Steuben County Office Building*

*Bath, New York*

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

<b>COMMITTEE:</b>	Thomas J. Ryan, Chair Thomas C. Schwartz	John S. Walsh, Vice Chair	Robert V. Nichols
<b>STAFF:</b>	Mark R. Alger Frederick H. Ahrens, Jr.	David McCarroll David English	James Gleason
<b>LEGISLATORS:</b>	Philip J. Roche Dan C. Farrand	Lawrence Crossett Francis L. Gehl	Patrick F. Donnelly Randolph J. Weaver
<b>ABSENT:</b>	David Stachnik		

**I. CALL TO ORDER**

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

**II. DEPARTMENTAL REPORTS/REQUESTS**

A. Health Care Facility

1. **Contract** – Mr. McCarroll requested authorization to enter into a new contract with ProAction for the Senior Community Service Employment Program. This contract will be funded with stimulus funding. He explained this program provides employment training to unemployed, low-income individuals age 55 and older. These individuals with regard to our operation will be treated similar to our volunteers and will be fingerprinted and go through an employee orientation.

**MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO ENTER INTO A NEW CONTRACT WITH PROACTION FOR THE SENIOR COMMUNITY SERVICE EMPLOYMENT PROGRAM, SAID CONTRACT TO BE FUNDED BY STIMULUS FUNDING MADE BY MR. NICHOLS. SECONDED BY MR. SCHWARTZ. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

2. **Physical Therapy Services Contract** – Mr. McCarroll informed the committee that Hornell Gardens has asked for our help in providing physical therapy and physical therapy assistant services. In essence, we will sell the services of our therapist at a rate of \$60.00 per hour which includes drive time and documentation time. This contract has been reviewed by the Law Department. Mr. McCarroll commented this fits in very well with our outpatient program and currently we have positions available to do this.

**MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO ENTER INTO A CONTRACT WITH HORNELL GARDENS TO PROVIDE A PHYSICAL THERAPIST AND PHYSICAL THERAPY ASSISTANT AT A RATE OF \$60.00 PER HOUR, TO INCLUDE DRIVE TIME AND DOCUMENTATION TIME MADE BY MR. SCHWARTZ. SECONDED BY MR. NICHOLS FOR DISCUSSION.**

Mr. Nichols asked we will not be shorting our patients by doing this? Mr. McCarroll replied no. Mr. Donnelly asked what are the costs involved to us? Mr. McCarroll replied a Physical Therapy Assistant is paid \$14.00 per hour and a Physical Therapist is paid \$18.00 per hour.

Mr. Alger commented in the coming month we will need to talk about the IRS audit and the part-time positions at the Health Care Facility and the problems we have with them. We will be bringing to the Administration Committee a recommendation to create permanent, part-time positions. The intent is to limit those positions to part-time, less than ½ time. We have not been able to find a way to do that through a contract and Mr. McCarroll needs the help. Along with the Health Care Facility, the Office of Community Services is facing similar issues.

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

3. **Oxygen Services** – Mr. Gleason informed the committee that they recently put out to bid the oxygen services at the Health Care Facility. The amount is based on an estimated annual usage. We received two bids; Life Gas \$20,376.50 and Air Gas \$15,684.00. He recommended awarding the bid to the low bidder, Air Gas.

**MOTION: AWARDING THE BID FOR OXYGEN SERVICES FOR THE HEALTH CARE FACILITY TO AIR GAS AT A COST OF \$15,684.00 MADE BY MR. SCHWARTZ. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**MOTION: TO ADJOURN MADE BY MR. NICHOLS. SECONDED BY MR. SCHWARTZ. 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, June 3, 2009

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                      Diane Kiff  
Robert W. Anderson, Ph.D.                      Nicole Walker                      Stacy Lee  
James Gleason                      Frederick H. Ahrens, Jr.                      David English

**LEGISLATORS:** Philip J. Roche                      Patrick F. Donnelly                      Joseph J. Hauryski

**OTHER:** Mary Perham, *The Leader*

**I. CALL TO ORDER**

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

**II. APPROVAL OF MINUTES**

**MOTION: APPROVING THE MINUTES OF THE MAY 6, 2009 AND MAY 27, 2009 MEETINGS MADE BY MR. STACHNIK. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

**III. DEPARTMENTAL REPORTS/REQUESTS**

A. Special Children's Services

1. **Contracts** – Ms. Kiff requested authorization to enter into contracts with Deanna McManus, Speech-Language Pathologist and Gretchen Jacobs, Speech for Preschool and Early Intervention.

**MOTION: AUTHORIZING SPECIAL CHILDREN'S SERVICES TO CONTRACT WITH DEANNA McMANUS, SPEECH-LANGUAGE PATHOLOGIST AND GRETCHEN JACOBS, SPEECH FOR PRESCHOOL AND EARLY INTERVENTION MADE BY MR. NICHOLS. SECONDED BY MR. SCHWARTZ. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

B. Office of Community Services

1. **Budget Adjustment** – Dr. Anderson requested approval to transfer \$17,970.00 in State Aid to line item 432200.5.440402 Arbor Forensic Supported Housing. This is pass-through money.

**MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO TRANSFER \$17,970.00 IN PASS THROUGH STATE AID TO LINE ITEM 432200.5.440402 ARBOR FORENSIC SUPPORTED HOUSING MADE BY MR. SCHWARTZ. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

2. **Personnel – Reclassifications** – Dr. Anderson requested authorization to reclassify a Grade 18 Community Mental Health Nurse to a Grade 18 Assistant Psychologist. Currently we have a six to eight week waiting list at our Corning Office as two employees recently left employment. Mr. Schwartz asked is there an increase in pay? Dr. Anderson replied the grade is staying the same.

**MOTION: APPROVING THE RECLASSIFICATION OF A GRADE 18 COMMUNITY MENTAL HEALTH NURSE TO A GRADE 18 ASSISTANT PSYCHOLOGIST IN THE OFFICE OF COMMUNITY SERVICES MADE BY MR. SCHWARTZ. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

Dr. Anderson informed the committee that during the IRS audit, the IRS identified three individuals that should no longer be contract employees. One of those employees formed an LLC and that is no longer a problem. The other two contract employees are really part-time. He would like to make them permanent part-time employees. Mr. Alger commented as a result of the IRS audit, the Office of Community Services and the Health Care Facility did not meet the IRS requirements for contract employees. We had attempted to contract with another agency for services such as mental health, occupation/physical/speech therapy, but since they are health care related, the agency is not willing to contract with us. We don't have another option at this point to maintain the services that are needed, other than to create permanent, part-time positions.

Mr. Alger explained one individual at the Health Care Facility will be more than half time and working 30 hours per week and will be entitled to benefits. The rest of the individuals we are talking about will be working less than half time and will not be eligible for fringe benefits other than they have the option of joining the retirement system. Fortunately for us, the Special Children's Services contracts were deemed appropriate and we did not have this problem with them. We are talking about a total of 9 positions; 7 in the Health Care Facility and 2 in Mental Health.

Mr. Alger stated we will be creating new positions and this will require a Board resolution. This does not fit into our 16B process as we are required to do this.

**MOTION: AUTHORIZING THE CREATION OF 7 PERMANENT PART-TIME POSITIONS IN THE HEALTH CARE FACILITY AND 2 PERMANENT PART-TIME POSITIONS IN THE OFFICE OF COMMUNITY SERVICES MADE BY MR. SCHWARTZ. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.**

C. Health Care Facility

1. **Occupancy** – Ms. Walker distributed the occupancy report for the committee's review. Occupancy for the month of May was 94.75 percent.

Ms. Lee commented there is a proposal to make the requirement for occupancy 97 percent instead of the current 95 percent and at the new requirement we would be reimbursed at 75 percent per bed retention. Mr. Alger stated 97 percent occupancy will be very difficult for most facilities to maintain.

Ms. Lee stated they have been in the building for one year and their base year is based on 92.8 percent occupancy and we easily met the 90 percent occupancy requirement.

2. **Contract** – Ms. Walker requested authorization to award the laundry services contract to Argentieri Brothers at a rate of \$139,000 for the current year with a \$50,000 increase for the following year. Mr. Gleason commented this is a \$.46 per pound award. Mr. Alger stated there is a 30-day notice in the contract and practically it would take a year before we could cultivate additional bidders. We really need more competition with this bid.

**MOTION: AWARDING THE BID FOR LAUNDRY SERVICES TO ARGENTIERI BROTHERS AT A RATE OF \$139,000.00 FOR THE CURRENT YEAR WITH A \$50,000.00 INCREASE FOR THE FOLLOWING YEAR MADE BY MR. SCHWARTZ. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

3. **Budget Adjustment** – Ms. Lee reported they have a clerical position in the nursing department out on sick leave and they are contracting with Manpower to fill that position. She requested authorization to transfer \$25,000.00 from Salaries to Contract Services to cover this position.

**MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO TRANSFER \$25,000.00 FROM SALARIES TO CONTRACT SERVICES FOR A CONTRACT WITH MANPOWER TO FILL A VACANT CLERICAL POSITION IN THE NURSING DEPARTMENT MADE BY MR. NICHOLS. SECONDED BY MR. SCHWARTZ. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

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

Respectfully Submitted by:

Amanda L. Chapman  
Senior Stenographer  
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR  
Wednesday, July 1, 2009 @ 9:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office  
NO LATER THAN NOON on Wednesday, June 24, 2009.**

**STEBEN COUNTY HEALTH AND EDUCATION COMMITTEE**

**Special Meeting**

*Monday, June 22, 2009*

*9:15 a.m.*

*Legislative Committee Conference Room*

*Steuben County Office Building*

*Bath, New York*

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

<b>COMMITTEE:</b>	Thomas J. Ryan, Chair	John S. Walsh, Vice Chair	Robert V. Nichols
<b>STAFF:</b>	Mark R. Alger Stacy Lee	Jack Wheeler Carol Whitehead	David McCarroll Tammy Hurd-Harvey
<b>LEGISLATORS:</b>	Philip J. Roche Patrick F. Donnelly Patrick F. McAllister	Donald B. Creath Dan C. Farrand Scott J. Van Etten	Lawrence P. Crossett Joseph J. Hauryski Randolph J. Weaver
<b>ABSENT:</b>	Thomas C. Schwartz	David R. Stachnik	
<b>OTHERS:</b>	Janine Mangione, CPA, The Bonadio Group		

**I. CALL TO ORDER**

Mr. Ryan called the meeting to order at 9:15 a.m.

**II. DEPARTMENTAL REPORTS/REQUESTS**

A. Health Care Facility

1. **2008 Audit Review** – Mr. McCarroll introduced Janine Mangione, of the Bonadio Group, who conducted the facility audit.

Ms. Mangione distributed a copy of the annual report for the committee's review. The calendar year 2008 audit was our first year in auditing the Facility. The audit process went smoothly and the Facility's management and staff were very cooperative and supportive in providing us with the information necessary to complete the audit. In 2008 you generated an operating surplus of \$2,432,000.00 which was primarily due to an IGT of \$3,874,00.00. The net change in net assets was a surplus of \$1,535,000.00 due primarily to the IGT, offset by interest expense of \$425,000.00 loss on the disposal of assets of \$278,000.00 and net transfer to the County of \$281,000.00.

Mr. Creath asked what is the book value of the old facility? Ms. Mangione replied \$659,084.00. The balance sheets were consistent with last year; the only difference being the old building versus the new building. Operating revenue increased to \$13 million. Net resident revenue increased 11 percent which is a result of across the board rate increases of 5 – 10 percent and 2008 Medicaid rebasing transition monies of \$300,000.00.

Ms. Mangione stated they identified three internal control deficiencies which they consider to be material weaknesses and they are Periodic Financial Reporting Process, Timeliness of Collection of Medicare and Interim Financial Reporting. We have addressed these issues with Facility management. With regard to the timeliness of collections, we have recommended that the Facility continue to be proactive in following up on this. For the Interim Financial Reporting we have recommended that a summarized financial report be presented to the Finance Committee of the Legislature at least quarterly.

Ms. Mangione reviewed the trends comparing the Steuben County Health Care Facility to 560 homes statewide. With regard to day revenue in accounts receivable, the County is at 105 days while statewide the average is 58



days. The number of days expenses are in accounts payable is 19 and statewide, averages 31 days. Your long-term debt to equity or net assets is 85 percent while statewide it is 47 percent.

Ms. Mangione stated they will be issuing an unqualified, "clean", opinion on the financial statements of the Facility. The most important thing to know is that excluding the impact of the IGT, the operating loss would have been \$1.4 million in 2008 compared to \$1.9 million in 2007. Your revenues are coming up and with increased occupancy your revenue will go up next year. You still do not know what will be paid for 2009. The State is talking about regional prices and County homes will be hurt by that. You would get picked up by the IGT, but that doesn't take into account that you have to give in order to get it. The Facility is going in the right direction as other counties have net deficits and you have net assets. You do need to get your Medicaid billing in quicker. Discussion followed.

**MOTION: ACCEPTING THE 2008 AUDIT REPORT PERFORMED BY BONADIO & CO., LLP 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

**STEBEN COUNTY HEALTH AND EDUCATION COMMITTEE**

*Wednesday, July 1, 2009*

*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                      David R. Stachnik

**STAFF:** Mark R. Alger                                      Jack Wheeler                                      Vicki Fuerst  
Robert Anderson, Ph.D.                      David McCarroll                                      Kathryn Muller  
David English

**LEGISLATORS:** Philip J. Roche

**ABSENT:** Robert V. Nichols                                      Thomas C. Schwartz

**OTHERS:** Kevin Williams, Institute for Human Services

**I. CALL TO ORDER**

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

**II. APPROVAL OF MINUTES**

**MOTION: APPROVING THE MINUTES OF THE JUNE 3, 2009 AND JUNE 22, 2009 MEETINGS MADE BY MR. STACHNIK. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

**III. DEPARTMENTAL REPORTS/REQUESTS**

A. Office of Community Services

1. **Budget Adjustment** – Dr. Anderson requested authorization to adjust ARC’s Sheltered Workshop state aid amount to \$87,314.25. This is actually decreasing the original amount to what it actually is.

**MOTION: AUTHORIZING AN ADJUSTMENT TO ARC’S SHELTERED WORKSHOP STATE AID TO \$87,314.25 MADE BY MR. STACHNIK. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

2. **Contract** – Dr. Anderson informed the committee that every year they have contracted with Mike Damiano to help us do our annual Behavioral Health Mental Hygiene Plan. He requested authorization to contract with Mike Damiano for \$1,500.00 for this purpose.

**MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO CONTRACT WITH MIKE DAMIANO TO PREPARE THE ANNUAL BEHAVIORAL HEALTH MENTAL HYGIENE PLAN IN THE AMOUNT OF \$1,500.00 MADE BY MR. STACHNIK. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

3. **Grant** – Dr. Anderson asked Mr. Wheeler to explain a grant they have received in conjunction with the Bath School District. Mr. Wheeler stated the total amount of the grant is \$288,847.00 and will be used to pay the salary and fringe benefits for a program manager who will coordinate activities and training between the school district and the county. They would like to have Pam Paine, Staff Psychologist and Clinic Coordinator for the Children & Youth Program, act as program manager. It would be a logical fit to have her serving as program

manager and will require the shuffling of duties. She will spend 80 percent of her time doing program manager work for the grant and the grant will pay 80 percent of her salary and fringe benefits. The other 20 percent of her time will be spent doing county work. Mr. Wheeler requested authorization to enter into a contract with the Bath School District and to accept and appropriate the grant money toward this contract. When the grant ends, then Dr. Paine will resume 100 percent of her normal duties.

Dr. Anderson commented we are hoping that as Dr. Paine develops this program that the schools will recognize the value of this program and continue it countywide. We are not adding any additional county staff.

**MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO ACCEPT GRANT FUNDING IN THE AMOUNT OF \$288,847.00 AND TO ENTER INTO A CONTRACT WITH THE BATH SCHOOL DISTRICT TO PROVIDE A PROGRAM MANAGER, PAM PAINE, STAFF PSYCHOLOGIST, TO COORDINATE ACTIVITIES AND TRAINING BETWEEN THE SCHOOL DISTRICT AND THE COUNTY AND APPROPRIATING THE GRANT FUNDS TOWARD THIS CONTRACT MADE BY MR. STACHNIK. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

4. **Consultant** – Dr. Anderson stated that recently he, Ms. Muller and Mr. Alger have been discussing the future of behavioral health services in the County. As part of that discussion, they talked about being able to hire a consultant to help develop a business plan to more accurately try and plan for the future to keep costs from escalating as they currently are. He and Ms. Muller have talked about what they could do between their two departments. The individual they are interested in talking to is Glen Gravino and he is a consultant for twenty counties as well as the State Office of Mental Health. He is very knowledgeable and has an extensive background. We are impressed with that he may be able to help us do.

Dr. Anderson requested authorization to contract with Glen Gravino in a two-phase process. The first phase we would anticipate by the middle to end of September knowing exactly what the budget for 2010 will be. The second phase would entail having a five-year plan of how we will manage and prepare an organization that 80 percent of the costs are personnel and those costs keep going up every year. Short of having the county tax levy increase every year, we are trying to come up with a plan to keep that from happening. The first phase we anticipate would cost \$7,500.00 and then we could come back and request an additional \$15,000.00 to come up with a five-year plan.

Mr. Alger stated the first phase will not require an RFP, but the second phase may and he will discuss that with the Purchasing Director.

Mr. Ryan commented his constituents will be asking him why are we asking a consultant to come in and come up with a plan when we have a department head?

Mr. Stachnik stated this is not unique and often you can't solve these things internally and someone from the outside has to come in with suggestions. He suspects that is the thinking here.

Dr. Anderson stated it is not that he doesn't disagree with what Mr. Ryan's constituents would be saying, but in my 22 years of doing this, things have become a lot more complex. There are many ways to look at this as a business, but in many ways I am primarily a clinician.

Mr. Stachnik stated that he applauds their foresight and planning in seeking this out.

Mr. Alger stated they wouldn't be here requesting this if I didn't push them. The reason we are at this point is in looking at next year's budget, their revenue does not sustain their budget. We need to look at what can be done to balance the budget without hitting the tax levy. It is time to take an outside look at how we are doing so we can come up with solutions. Short of doing that, we are looking at closing the programs as we cannot sustain it. We are looking to do an analysis of the key things we can do and how we do them to have a direct impact on the bottom line. They have been struggling with this for a number of years. We are now at a critical point of needing to make decisions.

Dr. Anderson stated we are expecting by the end of September to have a budget that is realistic.

Mr. Alger recommended the committee do this. In the short-term we will spend money and longer-term we will get a handle on and control the long-term costs for this program.

Dr. Anderson commented the consultant is impressed with what the county had done between the two departments, noting our productivity is third in all county-run organizations. We also compete very well with not-for-profit agencies. The cost per unit of service is one of the lowest among counties. We have done a pretty good job of doing what we do, the problem is that it continues to cost more money.

Mr. Alger stated by comparison, Mental Health is very expensive to run due to the nature of the positions. Their salaries are some of the highest-graded salaries in the system. We need to make efficient use of those resources. We have to do something to get a handle on the long-term costs. We have worked to try to figure out what we can do to avoid putting up additional money over and above what we have already done.

**MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO SPEND \$7,500.00 TO CONTRACT WITH CONSULTANT, GLEN GRAVINO, TO DETERMINE A REALISTIC BUDGET FOR THE DEPARTMENT FOR 2010 MADE BY MR. STACHNIK. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

B. Health Care Facility

1. **Occupancy** – Mr. McCarroll distributed the occupancy report for review. Total occupancy for the month of June was 91.87 percent, which is down from the 94.75 percent in May. This is due to the fact that we had to take five beds out of service due to a falling floor. This occurred in the Keuka Wing and the contractor, Javen, is now onsite. They will be pumping in cement, flash patching and peeling back some of the floor covering. All of this will be done at the contractor's expense. This was something that had happened gradually.

Mr. Alger stated this area is a slab on grade; in construction they cut and filled the area where the retaining wall from the ground floor comes up to the second floor. It would appear lack of compaction of backfill caused it to settle. Mr. McCarroll stated this work will take a week.

2. **Base Year** - Mr. McCarroll informed the committee that we finished our base year and made the 90 percent threshold and the expenses are currently being tabulated.

3. **Budget Adjustment** – Mr. McCarroll informed the committee that they are ready to open their gift shop and he is requesting authorization to have a petty cash fund in the amount of \$50.00. The gift shop will be run by volunteers and supervised by staff.

**MOTION: AUTHORIZING THE ESTABLISHMENT OF A \$50.00 PETTY CASH FUND FOR THE HEALTH CARE FACILITY GIFT SHOP MADE BY MR. STACHNIK. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Resolution Required.**

4. **Contracts** – Mr. McCarroll requested authorization to contract with Emergency Power Services for generator maintenance for a yearly cost of \$1,950.00.

**MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO CONTRACT WITH EMERGENCY POWER SERVICES FOR GENERATOR MAINTENANCE FOR A YEARLY COST OF \$1,950.00 MADE BY MR. WALSH. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

Mr. McCarroll requested authorization to enter into a contract with BOCES to provide them with a physical therapist to provide services to the community. Currently BOCES is experiencing a shortage of therapist to provide services and this contract would be profitable for the facility.

**MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO ENTER INTO A CONTRACT WITH BOCES TO PROVIDE THEM WITH A THERAPIST WHO WILL PROVIDE SERVICES TO THE COMMUNITY MADE BY MR. WALSH. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

C. Public Health & Nursing Services

1. **H1N1 Update** – Mrs. Fuerst informed the committee that they have continuing dialogue with the Department of Health. We have one confirmed case of H1N1 in the County. Currently we are providing samples for testing if the individual is actively ill and in the hospital. We have submitted 24 samples and 3 were positive for seasonal flu. We also had a group of 4-5 individuals who were ill in a nursing home, but they all tested negative. All of the cases of H1N1 have remained mild and globally there are 70,000 cases with 311 deaths. It has been classified as a pandemic because it is easily spread.

Currently the focus is on the fall. This year the seasonal flu lasted well into June which is unusual. The H1N1 virus is hitting a different population; individuals in their 20's. Now we are watching the Southern Hemisphere as they are currently in their flu season and we can see how everything plays out.

They are working on a vaccine and expect to have it out by the end of the fall. We did order more seasonal flu vaccine as we believe this fall there will be more interest. The H1N1 vaccine will be given in either one or two doses. If it is given in two doses, they will be given a month apart. The vaccine will be rationed based on population. We assume that the seasonal flu and H1N1 vaccines will be given together. There will be a tiered approach with regard to who take priority. Discussion followed.

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

Respectfully Submitted by:

Amanda L. Chapman  
Senior Stenographer  
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR  
Wednesday, August 5, 2009 @ 9:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office  
NO LATER THAN NOON on Wednesday, July 29, 2009.**

**STEUBEN COUNTY HEALTH AND EDUCATION COMMITTEE**

*Wednesday, August 5, 2009*

*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                      Jack Wheeler  
Diane Kiff                      Vicki Fuerst                      David McCarroll  
Robert W. Anderson, Ph.D.                      Nancy Smith                      Stacy Lee  
Frederick H. Ahrens, Jr.                      David English

**ABSENT:** Thomas C. Schwartz

**OTHERS:** Kevin Williams, Institute for Human Services

**I. CALL TO ORDER**

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

**II. APPROVAL OF MINUTES**

**MOTION: APPROVING THE MINUTES OF THE JULY 1, 2009 MEETING MADE BY MR. WALSH. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**III. DEPARTMENTAL REPORTS/REQUESTS**

A. Special Childrens' Services

1. **Contracts** – Ms. Kiff informed the committee that they have had a request from a school district asking that an Aide/LPN accompany a student that has a medical condition for the 2009 – 2010 school year. This is a preschool child and the rate would be \$20.48 per hour through Stafkings. This position will be full-time and Public Health Nursing Services currently contracts with Stafkings.

Mr. Alger commented this is part of the State and Federal requirements. The State will pay 59.5 percent of the cost and the balance is us. Ms. Kiff stated they did investigate every possible avenue and we do have to have this service available.

**MOTION: AUTHORIZING SPECIAL CHILDRENS' SERVICES TO CONTRACT WITH STAFKINGS FOR AN AIDE/LPN TO ACCOMPANY A PRESCHOOL CHILD WITH A MEDICAL CONDITION TO SCHOOL FOR THE 2009 – 2010 SCHOOL YEAR AT A RATE OF \$20.48 PER HOUR MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

B. Public Health & Nursing Services

1. **Contracts** – Mrs. Fuerst informed the committee they are in need of a speech therapist for their home care program as the therapist at Ira Davenport Hospital left suddenly. The rate is \$70.00 per visit.

**MOTION: AUTHORIZING PUBLIC HEALTH & NURSING SERVICES TO CONTRACT WITH DEANNA McMANUS, SPEECH THERAPIST, TO PROVIDE SERVICES TO THE HOME CARE PROGRAM AT A RATE OF \$70.00 PER VISIT MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

2. **Informational** – Mrs. Fuerst stated a week ago we had a rabid cat in a low-income housing complex in Corning. We did put together an education campaign for the residents. The owner of the housing complex went door to door and our approach was that any cat that had not been vaccinated, there was no guarantee that it hadn't come into contact with the rabid cat and we demanded that those cats be turned over. There were hundreds of cats and we did hire a man to trap strays. We also held a rabies clinic and vaccinated 64 cats.

Mr. Ryan stated your department was very proactive and did a good job.

C. Office of Community Services

1. **Contract** – Dr. Anderson stated during the summer we hire individuals for records preparation and cleaning. Typically we have done this through Catholic Charities, but this year they opted out. He requested authorization to contract with Proaction to continue to hire individuals in the summer for records preparation and cleaning. The term is July 1, 2009 through December 31, 2010 and has the standard 30-day cancellation clause.

**MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO CONTRACT WITH PROACTION FROM JULY 1, 2009 – DECEMBER 31, 2010 TO PROVIDE INDIVIDUALS IN THE SUMMER FOR RECORDS PREPARATION AND CLEANING SERVICES MADE BY MR. WALSH. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

2. **Budget Transfer** – Dr. Anderson requested authorization to transfer \$19,338.00 from Acct. 432200.5.1900000 to Acct. 431000.5.410100 to provide medical malpractice insurance for their Social Workers, Psychologist, Psychiatrists and Nurses.

**MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO TRANSFER \$19,338.00 FROM ACCT. 433300.5.1900000 TO ACCT. 431000.5.410100 TO PROVIDE MEDICAL MALPRACTICE INSURANCE FOR THEIR SOCIAL WORKERS, PSYCHOLOGISTS, PSYCHIATRISTS AND NURSES MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

D. Health Care Facility

1. **Occupancy** – Mr. McCarroll distributed the occupancy report for review. For the month of July they were at 93.15 percent and total year-to-date is 94.11 percent. We continue to work toward 95 percent occupancy.

2. **Contracts** – Mr. McCarroll requested authorization to contract with Daemen College to provide clinical field experience to Physical Therapy students and with Alfred University to provide clinical field experience to RN's. Both of these contracts are at no cost to us.

**MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO CONTRACT WITH DAEMEN COLLEGE TO PROVIDE CLINICAL FIELD EXPERIENCE TO PHYSICAL THERAPY STUDENTS AND ALSO TO CONTRACT WITH ALFRED UNIVERSITY TO PROVIDE CLINICAL FIELD EXPERIENCE TO RN STUDENTS AT NO COST TO THE COUNTY MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

3. **Budget Transfer** – Mr. McCarroll informed the committee that as a result of the IRS coming in and doing an audit, we have had to implement some changes with regard to certain contract employees. As a result, he requested authorization to transfer \$50,000.00 from Acct. 453017.5.420710 to Acct. 453017.5.110002; \$1,900.00 from Acct. 453018.5.420720 to Acct. 453018.5.110002; and \$18,605.00 from Acct. 453015.5.420300 to Acct. 453015.5.110002.

**MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO TRANSFER \$50,000.00 FROM ACCT. 453017.5.420710 TO ACCT. 453017.5.110002; \$1,900.00 FROM ACCT. 453018.5.420720 TO ACCT. 453018.5.110002; AND \$18,605.00 FROM ACCT. 453015.5.420300 TO ACCT. 453015.5.110002 MADE BY MR. STACHNIK. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

Mr. Nichols asked how is the physical therapy program going? Mr. McCarroll replied we have contracts with BOCES and Hornell Gardens and are putting our therapists out in those areas.

E. Personnel

1. **16B Requests** – Mrs. Smith informed the committee that Mr. McCarroll has requested three Nursing Assistants, one Supervisor of Housekeeping and one Receptionist position. We are not recommending any positions where local funding is required. We do support the Receptionist position when funding can be confirmed.

Mr. McCarroll commented the positions are needed, however, there are not revenues to support the CNA's or Supervisor of Housekeeping.

Mr. Nichols stated the original Supervisor of Housekeeping position was abolished. Why has that changed? Mr. McCarroll replied our purchasing function has grown and is currently being done by the Head of Maintenance and the Head of Housekeeping. We also have the vending machines that we are responsible for. The new facility is larger and there are more patient areas to be cleaned and that has stretched the staff thin. With a Supervisor, they would run the vending, do the purchasing agent function as well as supervisory duties.

Mr. Walsh asked how are you covering your receptionist duties for the Rehabilitation and Therapy Department currently? Mr. McCarroll replied our main receptionists gets all of the calls and greets all visitors. Part of the billing is being done by an individual in our accounting department and some of the other work is being completed by the aides. Currently we are lacking coordination. If we leave things as they are, we could miss appointments, co-pays or preapprovals. Mr. Walsh asked what kind of revenue do you expect to make? Ms. Lee replied through March we have had 31 participants, 278 visits, 833 therapy units and 31 evaluations. We have billed 95 percent and collected \$23,000.00 from March through July. That equals approximately \$100 per hour in revenue. We are still building clients and all 31 of the participants are outpatients.

**MOTION: RECOMMENDING THE 16B REQUEST FOR THE HEALTH CARE FACILITY FOR A RECEPTIONIST POSITION BE ZERO-BASED AND DENYING THE 16B REQUEST FOR THREE NURSING ASSISTANTS AND ONE SUPERVISOR OF HOUSEKEEPING MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

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

Respectfully Submitted by:

Amanda L. Chapman  
Senior Stenographer  
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR  
Wednesday, September 2, 2009 @ 9:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office  
NO LATER THAN NOON on Wednesday, August 26, 2009.**



**STEBEN COUNTY HEALTH AND EDUCATION COMMITTEE**

*Wednesday, September 2, 2009*

*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                                      Jack Wheeler  
Robert F. Biehl                                      Vicki Fuerst                                      Chris Congdon  
Robert W. Anderson, Ph.D.                      David McCarroll                                      David English  
Frederick H. Ahrens, Jr.

**LEGISLATORS:** Philip J. Roche                                      Lawrence P. Crossett                                      Patrick F. Donnelly  
Randolph J. Weaver

**ABSENT:** David Stachnik

**OTHERS:** Ristiina Wigg, Southern Tier Library System  
Carol Berry, Dormann Library  
Karen Deutsch, Wayland Library  
Lorraine Nelson, Howard Library  
Pauline Emery, Corning Library

**I. CALL TO ORDER**

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

**II. APPROVAL OF MINUTES**

**MOTION: APPROVING THE MINUTES OF THE AUGUST 5, 2009 MEETING MADE BY MR. SCHWARTZ. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0. (MR. NICHOLS ABSENT FOR VOTE).**

**III. PRESENTATIONS**

1. Southern Tier Library System – Ms. Wigg thanked the committee for their generosity in funding the libraries and with this funding our libraries have provided programs over the past twenty years. Your funding has allowed us to purchase materials, provide programs, and most recently, connect books to the Internet. With the downturn in the economy, more people are turning to the libraries. Ms. Wigg requested an appropriation of \$150,000.00 for 2010. She explained, part of that funding will be used to fund multiple broadband projects in the libraries.

Karen Deutsch, Wayland Library commented we have a diverse group of people and with the economy we are seeing greater numbers of people coming in and using all of our resources more heavily. Our library has subscribed to the Learning Express which helps individuals prepare for SAT's, GED's, Civil Service, etc. We also have helped people with job search skills. Ms. Deutsch commented that they do have a grant to partly fund their Learning Express subscription.

Carol Berry, Dormann Library, thanked the committee for their support. They have established an early learning library center for preschoolers – 8 years old. They do have 30 computers available for patrons and many individuals are bringing in laptops and that taxes our network. We do need to get a broadband network. Libraries are the technology center for the public and we provide no-fee services. High-speed band width is a key structure that libraries need to have.

Lorraine Nelson, Howard Library informed the committee that they have five computers available to the public which many individuals use for job searches. Thank you for your support.

Pauline Emory, Corning Library thanked the committee for their funding. We have had 37,000 more patrons this year than last year and have circulated 24,000 more items half way through this year. We have seen an increase of 3,000 more internet users. The libraries are at an advantage to help educational programs in the communities as we do not have limitations.

Ms. Wigg commented that approximately 40 – 60 percent of employers now require online applications.

#### **IV. DEPARTMENTAL REPORTS/REQUESTS**

##### **A. Public Health Nursing Services**

1. **Contracts** – Ms. Fuerst requested authorization to enter into a contract with ProAction Meals on Wheels to provide meals for the long-term care program. They have requested a slight increase. Previously the rate was \$5.89 per meal and they are now requesting \$6.00 per meal. Most clients receive two meals and previously the cost for two meals was \$8.95 and now the cost will be \$12.00. ProAction Meals on Wheels is the only provider of this service outside of Corning.

**MOTION: AUTHORIZING PUBLIC HEALTH & NURSING SERVICES TO CONTRACT WITH PROACTION MEALS ON WHEELS TO PROVIDE MEALS TO THE LONG-TERM CARE PROGRAM AT A RATE OF \$6.00 PER MEAL MADE BY MR. NICHOLS. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0. (MR. SCHWARTZ ABSENT FOR VOTE).**

##### **B. Special Children's Services**

1. **Informational** – Mr. Alger reported that in the middle of August he approved two contracts for preschool services. The first is the Wayland-Cohocton School District to provide a bus aide at a rate of \$18.00 per hour and the second is with Mary Cariola Children's Center with their rate established by the State.

##### **C. Office of Community Services**

1. **Personnel** – Dr. Anderson requested authorization to reclassify a Grade 15 Staff Social Worker to a Grade 17 Senior Social Worker. He stated this individual is currently providing supervision and also has taken on additional functions over the past three years.

**MOTION: APPROVING THE RECLASSIFICATION OF A GRADE 15 STAFF SOCIAL WORKER TO A GRADE 17 SENIOR SOCIAL WORKER IN THE OFFICE OF COMMUNITY SERVICES MADE BY MR. SCHWARTZ. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.**

Dr. Anderson informed the committee that he has an individual who is currently a Grade 16 Psychology Intern and has completed her Doctorate. He requested she be reclassified to a Grade 18 Assistant Psychologist. This will allow her to work under the supervision of a licensed psychologist until she receives her license. She is not eligible to sit for the licensing exam until next August. Dr. Anderson noted she also works three days at the Jail.

**MOTION: APPROVING THE RECLASSIFICATION OF A GRADE 16 PSYCHOLOGY INTERN TO A GRADE 18 ASSISTANT PSYCHOLOGIST IN THE OFFICE OF COMMUNITY SERVICES MADE BY MR. SCHWARTZ. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.**

2. **Contract** – Dr. Anderson requested authorization to increase their contract with Craig Christiansen, LLC from \$35.00 per hour to \$40.00 per hour. He provides services in the Jail. Mr. Ryan asked is he the only provider? Dr. Anderson replied no. Our services in the jail are pretty good. We have the equivalent of 1.2 FTE in the Jail at all times and a Psychiatrist and Psychiatric Nurse Practitioner present six to twelve hours per month. Mr. Christiansen has worked for us at the Jail for the past seven years.

Mr. Nichols commented he hates to increase costs more than we have to. Is there any State aid available for this? Dr. Anderson replied no. This is paid for, theoretically, through Jail revenues. The Jail pays his salary. Mr. Alger commented we have to have this service.

**MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO AMEND THEIR CONTRACT WITH CRAIG CHRISTIANSEN, LLC INCREASING THE HOURLY RATE FROM \$35.00 PER HOUR TO \$40.00 PER HOUR TO PROVIDE SERVICES AT THE JAIL MADE BY MR. NICHOLS. SECONDED BY MR. SCHWARTZ. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

D. Health Care Facility

1. **Occupancy** – Mr. McCarroll informed the committee that their occupancy is at 94.69 percent. We have had six bariatric patients and we have been highly selective on who we take. Mr. Roche asked were these bariatric patients rehab? Mr. McCarroll replied yes.

2. **Contracts** – Mr. McCarroll requested authorization to renew their contract with the VA Administration. This contract hasn't provided us with as many patients as we would like, but we have had some residents come through. This contract allows for any overflow at the VA Center to come through our rehab facility.

**MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO RENEW THEIR CONTRACT WITH THE VETERANS' SERVICE ADMINISTRATION TO TAKE ANY OVER FLOW REHABILITATION PATIENTS AT THE HEALTH CARE FACILITY MADE BY MR. NICHOLS. SECONDED BY MR. SCHWARTZ. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

3. **Department of Health Survey** – Mr. McCarroll informed the committee that they are due for a survey. We have two unfinished pieces of business; the first being the installation of handrails and the second providing a bathroom for the beauty shop. There is a real problem with the bariatric patients and being able to get them into the beauty shop through the regular door. For \$2,000 we can punch a door at the other end of the beauty shop to facilitate larger wheelchairs. The bathroom currently is 48 feet away from the beauty shop and also will be 48 feet away from the new door.

Mr. Nichols asked are these two issues the fault of the architect? Mr. McCarroll replied in June a requirement came down to make facilities more homelike.

4. **Office of the Medicaid Inspector General** – Mr. McCarroll informed the committee that he, along with the Office of Community Services and Public Health Nursing received a memo from the Office of the Medicaid Inspector General and Mr. Ahrens is here to address this issue.

Mr. Ahrens commented this issue came up fast. There has been a modification of the New York State rules and regulations that in effect is requiring compliance plans for all providers of medical assistance who receive Medicaid reimbursement. This memo was sent on August 26, 2009. We believe, acting on the information we have and after speaking to Ontario County, it should be a countywide plan and not be specific to each department. The plan is to be implemented by October 1, 2009. Mr. Ahrens stated Ontario County has put together a plan and has offered it to us for our use. His recommendation is that we take that plan and implement it at the September Legislative Meeting and also retain the services of Bonadio to fine tune the plan to our specific needs in Steuben County.

Mr. Nichols asked what exactly is involved? Mr. Ahrens replied this is for billing, payments, medical necessity/quality of care, credentialing, etc. Mr. Weaver commented this is just another way for the State to collect money.

Mr. Crossett asked how did Ontario County get a plan together so fast? Mr. Ahrens replied they had been working on a plan with Bonadio before this new requirement came out. Mr. English explained, Ontario County

has had a long-standing compliance committee. The requirement is recent, but Ontario County had already started working on a plan.

Mr. Ahrens explained this plan will be a written policy and procedure that describes compliance, expectations, code of conduct, ethics and will provide guidance to employees and others regarding compliance issues and how compliance problems are resolved. We will need to designate someone to supervise this. He stated his concern is we are audited from time to time and if a plan is not in place, that will result in fines as you will not be compliant.

Mr. Alger recommended that this plan be adopted by the Legislature and that they authorize that the plan be placed in the Administrative Code and that any amendments to the plan will follow our normal process for making amendments.

**MOTION: ADOPTING A MEDICAID COMPLIANCE POLICY AND AUTHORIZING THAT SAID COMPLIANCE POLICY BE MADE A PART OF THE ADMINISTRATIVE CODE AND THAT ANY FUTURE AMENDMENTS TO SAID POLICY FOLLOW THE NORMAL PROCEDURE FOR AMENDMENTS TO THE ADMINISTRATIVE CODE MADE BY MR. NICHOLS. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.**

**V. OTHER BUSINESS**

1. **Stakeholder's Summit – A Community Discussion of County and School Counseling Services** – Mr. Wheeler distributed copies of the flyer to the committee. This is a general overview of the grant that the Bath School District and the County received and a discussion about how to get this program started. This summit will be held on Thursday, September 3, 2009 at 2:00 p.m. at the Haverling High School Auditorium.

**MOTION: TO ADJOURN MADE BY MR. SCHWARTZ. 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, October 7, 2009 @ 9:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office  
NO LATER THAN NOON on Wednesday, September 30, 2009.**

**STEBEN COUNTY HEALTH AND EDUCATION COMMITTEE**

*Wednesday, October 7, 2009*

*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                                      Jack Wheeler                                      Vicki Fuerst  
Chris Congdon                                      Diane Kiff                                      Henry Chapman, Psy.D.  
David McCarroll                                      Nancy Smith                                      Carol Whitehead  
Frederick H. Ahrens, Jr.

**LEGISLATORS:** Philip J. Roche                                      Patrick F. Donnelly

**ABSENT:** Thomas C. Schwartz

**I. CALL TO ORDER**

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

**II. APPROVAL OF MINUTES**

**MOTION: APPROVING THE MINUTES OF THE SEPTEMBER 2, 2009 MEETING MADE BY MR. WALSH. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

**III. DEPARTMENTAL REPORTS/REQUESTS**

A. Special Children's Services

1. **Contracts** – Ms. Kiff requested approval to enter into a contract with the Canisteo-Greenwood School District for related services for a 1:1 Aide/LPN at a rate of \$20.48 per hour. Mr. Ahrens asked will this individual be an employee of the district? Ms. Kiff replied yes. The school district will pay their salary and we will reimburse the district at the rate of \$20.48 per hour.

Mr. Walsh asked is this mandated? Ms. Kiff replied the school district included this service in their education plan and they are now bound to provide that service. We are responsible to have services available to them for this purpose.

**MOTION: AUTHORIZING SPECIAL CHILDREN'S SERVICES TO ENTER INTO A CONTRACT WITH THE CANISTEO-GREENWOOD SCHOOL DISTRICT FOR RELATED SERVICES FOR A 1:1 AIDE/LPN AT A RATE OF \$20.48 PER HOUR MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

B. Public Health & Nursing Services

1. **Contracts** – Ms. Congdon requested authorization to renew their contract with Human Services Development for their Public Health Emergency Coordinator. The rate is \$45.00 per hour.

**MOTION: AUTHORIZING PUBLIC HEALTH & NURSING SERVICES TO RENEW THEIR CONTRACT WITH HUMAN SERVICES DEVELOPMENT FOR THE PUBLIC HEALTH EMERGENCY COORDINATOR AT A RATE OF \$45.00 PER HOUR MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

2. **Grants** – Ms. Congdon requested authorization to accept grant funding in the amount of \$38,865.00 from the American Recovery and Reinvestment Act (ARRA) for Early Intervention. This funding will be used for improvements in the billing system and the quality improvement of the Early Intervention Program. The grant is effective from October 1, 2009 through September 30, 2011.

They also have received grant funding in the amount of \$49,793.00 from the Office of Homeland Security which is effective from August 10, 2009 through August 9, 2010. This funding will be used to support health preparedness planning efforts by building capabilities which support terrorism preparedness, simultaneously supporting preparedness for other hazards.

Ms. Congdon stated they have received grant funding in the amount of \$34,000 from New York State to develop a local action plan to implement policy and environmental changes that address the physical activity and nutrition objectives in the New York State Department of Health Prevention Agenda. We had previously received this funding and this funding is effective from August 1, 2009 through March 31, 2010.

They have also received a grant in the amount of \$317,748. Of this, \$39,834 will be used for Public Health Preparedness planning; \$80,462 for H1N1 planning and \$197,452 for implementation of the H1N1 vaccination effort. This grant will be effective from August 10, 2009 through August 9, 2010. Mrs. Fuerst commented with regard to H1N1, we will be sending newsletters to all school children. The first round of H1N1 vaccines will be targeted to the priority groups which are children and health care workers. Mr. Ryan asked is your staff mandated to get the vaccine? Mrs. Fuerst replied yes. Mr. Walsh asked when will the vaccinations start? Mrs. Fuerst replied the first shipment was received yesterday and we got 200 doses. The percentage of people willing to get the flu vaccine has increased about 50 percent.

**MOTION: AUTHORIZING PUBLIC HEALTH & NURSING SERVICES TO ACCEPT AND APPROPRIATE GRANT FUNDING FROM THE AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA) IN THE AMOUNT OF \$38,865.00 FOR THE EARLY INTERVENTION PROGRAM; OFFICE OF HOMELAND SECURITY IN THE AMOUNT OF \$49,793.00 FOR HEALTH PREPAREDNESS PLANNING; NEW YORK STATE FUNDING IN THE AMOUNT OF \$34,000.00 FOR A LOCAL ACTION PLAN THAT ADDRESSES PHYSICAL ACTIVITY AND NUTRITION OBJECTIVES IN THE NEW YORK STATE DEPARTMENT OF HEALTH PREVENTION AGENDA AND THE CENTERS FOR DISEASE CONTROL IN THE AMOUNT OF \$317,748.00 FOR PUBLIC HEALTH PREPAREDNESS AND H1N1 PLANNING AND VACCINATION EFFORT MADE BY MR. STACHNIK. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

C. Office of Community Services

1. **Budget Adjustment** – Dr. Chapman informed the committee that the pass-through funding from the State OMRDD to ARC was reduced \$39,258.75 due to an overpayment in previous years. He requested authorization to amend their contract with ARC to reflect this.

**MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO AMEND THEIR CONTRACT WITH ARC TO REFLECT THE REDUCTION OF PASS-THROUGH DOLLARS FROM THE STATE OMRDD IN THE AMOUNT OF \$39,258.75 MADE BY MR. NICHOLS. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

2. **Rochester Psychiatric Center Bill** – Dr. Chapman informed the committee that if we have an inmate in the Jail that requires psychiatric hospitalization while they are incarcerated, we have to pay for that under New York State Mental Hygiene Law. We received a bill from the Rochester Psychiatric Center for \$9,254.96 for a 26-day stay. That equates to \$711.92 per day. It is difficult to anticipate how often this will

happen. We did budget \$20,000.00 for this year and with the receipt of this bill, we are now \$5,000.00 over what we had budgeted. Year-to-date we have spent \$25,000.00.

3. **National Association for the Mentally Ill (NAMI)** – Dr. Chapman informed the committee that the National Association for the Mentally Ill does a lot of advocacy for our clients both locally and statewide. This year we gave them a \$500.00 allocation to help with their efforts. They are requesting an additional \$250.00 to help with training expenses they have incurred. With your approval, that would bring their total allocation to \$750.00 for the year.

**MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO ALLOCATE AN ADDITIONAL \$250.00 TO THE NATIONAL ASSOCIATION FOR THE MENTALLY ILL TO OFFSET TRAINING EXPENSES MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

D. Health Care Facility

1. **Occupancy** – Mr. McCarroll distributed the occupancy report for the committees review. Our occupancy for the month of September was 91.59 percent, and year-to-date is 93.89 percent. We have had a lot of patients coming and going. Referrals from hospitals are down, however, we did take in four residents from direct referrals from the community. Mr. Donnelly asked are some patients sent home against medical advice? Mr. McCarroll replied that rarely happens.

2. **Contracts** – Mr. McCarroll requested authorization to renew their contract with ADL for clinical and bookkeeping software. The terms of the contract remain the same.

**MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO RENEW THEIR CONTRACT WITH ADL TO PROVIDE MAINTENANCE FOR THE CLINICAL AND BOOKKEEPING SOFTWARE 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 Genesee Community College for LPN students to work at the facility. This is at no cost to the county.

**MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO ENTER INTO A CONTRACT WITH GENESEE COMMUNITY COLLEGE FOR LPN STUDENT INTERNS AT NO COST TO THE COUNTY MADE BY MR. NICHOLS. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

Mr. McCarroll requested authorization to renew their contract with Freed, Maxick & Battaglia. These are the consultants that have been helping us with reimbursement and business planning matters. Specifically, they have been helping us to set the rate of reimbursement with the State. There is a 3 percent increase in the billing fee schedule, however, the remaining terms of the agreement remain the same.

**MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO RENEW THEIR CONTRACT WITH FREED, MAXICK & BATTAGLIA FOR CONSULTING SERVICES ON REIMBURSEMENT AND BUSINESS PLANNING MATTERS MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

Mr. McCarroll requested authorization to renew the contract with the two beauticians; Rochelle Davis and Lona Downey. The rates remain the same with the exception of a \$3.00 increase for hair coloring services.

**MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO RENEW CONTRACTS WITH ROCHELLE DAVIS AND LONA DOWNEY, BEAUTICIANS AT THE SAME RATE WITH THE EXCEPTION OF A \$3.00 INCREASE FOR HAIR COLORING SERVICES MADE BY MR. STACHNIK. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

3. **Health Department Survey** – Mr. McCarroll informed the committee that the Department of Health performed an audit the week of September 14, 2009. We do have a small list of items to work on. The list includes delegating bank account management to families and range of motion and care plans for one particular resident. There were no comments made regarding the beauty shop and all we need to do is install the door.

Mr. Ryan commented that he remembers some discussion in the past regarding the patient accounts. Mr. McCarroll explained when an individual comes to the facility and they are very ill, we delegate the patient account to the family. However, the State wants us to continuously ask the patient, as they get better, if they want to continue to have their account delegated to the family. Our new process will be to ask the patients quarterly about their accounts.

E. Personnel

1. **Tuition Aid Request** – Mrs. Smith informed the committee that she has received a request from Lynne Snyder from Alcohol and Substance Abuse Services, for reimbursement for two courses toward her Master's in Social Work.

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

**MOTION: TABLING THE TUITION AID REQUEST FROM LYNNE SNYDER OF ALCOHOL AND SUBSTANCE ABUSE SERVICES MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

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

Respectfully Submitted by:

Amanda L. Chapman  
Senior Stenographer  
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR  
Wednesday, November 4, 2009 @ 9:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office  
NO LATER THAN NOON on Wednesday, October 28, 2009.**



**STEBEN COUNTY HEALTH AND EDUCATION COMMITTEE**

*Wednesday, November 4, 2009*

*9:00 a.m.*

*Legislative Committee Conference Room*

*Steuben County Office Building*

*Bath, New York*

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

<b>COMMITTEE:</b>	Thomas J. Ryan, Chair	John S. Walsh, Vice Chair	Robert V. Nichols
<b>STAFF:</b>	Mark R. Alger Vicki Fuerst Nancy Smith	Gregory P. Heffner Robert W. Anderson, Ph.D.	Jack Wheeler David McCarroll
<b>LEGISLATORS:</b>	Philip J. Roche	Patrick F. Donnelly	Joseph J. Hauryski
<b>ABSENT:</b>	Thomas C. Schwartz	David R. Stachnik	

**I. CALL TO ORDER**

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

**II. APPROVAL OF MINUTES**

**MOTION: APPROVING THE MINUTES OF THE OCTOBER 7, 2009 MEETING MADE BY MR. WALSH. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

**III. DEPARTMENTAL REPORTS/REQUESTS**

A. Public Health & Nursing Services

1. **Contracts** – Mrs. Fuerst requested authorization for Special Children’s Services to enter into a new contract with Starr Bennett, Speech Language Pathologist for Preschool and Early Intervention. The rate for Preschool is set at \$65.00 per session and Early Intervention is set at \$70.00 per session.

**MOTION: AUTHORIZING SPECIAL CHILDREN’S SERVICES TO ENTER INTO A CONTRACT WITH STARR BENNETT, SPEECH LANGUAGE PATHOLOGIST FOR PRESCHOOL AT A RATE OF \$65.00 PER SESSION AND EARLY INTERVENTION AT A RATE OF \$70.00 PER SESSION MADE BY MR. NICHOLS. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

Mrs. Fuerst requested authorization to enter into a contract with Manpower for a temporary clerical position to help with the calls and paperwork associated with the H1N1 mass vaccination effort. This contract will be paid for by the preparedness grant.

**MOTION: AUTHORIZING PUBLIC HEALTH & NURSING SERVICES TO ENTER INTO A CONTRACT WITH MANPOWER FOR A TEMPORARY CLERICAL POSITION AT A RATE OF \$13.50 TO HELP WITH CALLS AND PAPERWORK ASSOCIATED WITH THE H1N1 MASS VACCINATION EFFORT, SAID CONTRACT TO BE PAID FOR WITH PREPAREDNESS GRANT FUNDING MADE BY MR. NICHOLS. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

2. **Informational** – Mrs. Fuerst distributed a copy of the newsletter mailing that went out to all students in the school districts. This newsletter was paid for by the preparedness grant we received. We mailed approximately 18,000. This newsletter contained information about the seasonal flu and the H1N1 flu as well as a consent form for parents to sign if they would like the child to receive one or both of the vaccines. We expect to

receive the consent forms back by November 11<sup>th</sup> and after that we can begin some of the schools almost immediately. We did hold three clinics for EMS, Fire and Law Enforcement personnel, although they were not well attended.

Mr. Ryan asked how will you prioritize which schools will receive the vaccines? Mrs. Fuerst replied it will be based on the amount of vaccine we have. If a smaller school has 300 children and we have that amount of vaccine, that school will be done. It will be based on the amount of vaccine we have at the time and what school we can get to.

Mr. Ryan asked are there certain areas of the County that have been hit with the flu? Mrs. Fuerst replied it is throughout the County.

Mr. Donnelly asked how have you been doing with the seasonal flu vaccine? Mrs. Fuerst replied we have quite a bit. The doctors will receive their orders within the next week or two. We have received most of our federal stimulus seasonal flu vaccine so that we can begin targeting the schools.

Mr. Donnelly asked will you be holding seasonal flu clinics? Mrs. Fuerst replied not until we get done vaccinating the children in the schools. If the schools are not interested, then we will open up the H1N1 vaccine to the public.

Mr. Walsh asked how many vaccines do you have? Mrs. Fuerst replied we have 2,500 H1N1 and more than that of the seasonal flu vaccine.

Mr. Nichols asked are you providing just the H1N1 vaccine to the schools? Mrs. Fuerst replied we will be providing both H1N1 and seasonal flu vaccine and they are both free. The staff at the schools have to fall into one of the priority groups in order to receive the vaccines.

Chairman Roche commented that two school administrators spoke to him and they are very impressed with your organization and how thought out this process is and look forward to its implementation. Mrs. Fuerst commented considering the size of the project, it is going very well.

Mr. Walsh asked can you get both vaccines at the same time? Mrs. Fuerst replied if you are getting the injections, you may get both at the same time. However, if you are getting the nasal vaccine, you may only get one at a time and have to spread it out over four weeks. Discussion followed.

B. Office of Community Services

1. **Personnel** – Dr. Anderson informed the committee they are trying to fill one RN position and 1 Certified Alcoholism and Substance Abuse Counselor (CASAC). He stated that in order to meet their revenue projections for 2010, they really need to fill these positions and he is hoping the vacancy committee will approve this request.

2. **Community Services Board Dinner** – Dr. Anderson requested authorization to host the Community Services Board Dinner.

**MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO HOST THE COMMUNITY SERVICES BOARD DINNER MADE BY MR. NICHOLS. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

C. Health Care Facility

1. **Occupancy** – Mr. McCarroll informed the committee that their occupancy is up a bit and for the month of October was at 93.70 percent. We are still looking to be at 95 percent. Mr. Donnelly commented that one of his constituents was very complimentary about the facility .

2. **Survey** – Mr. McCarroll informed the committee the State came in and conducted their survey and we have sent in our plan of correction for the items we were cited on.

3. **Budget Transfer** – Mr. McCarroll informed the committee that as they have been admitting more rehab patients, they need to make an adjustment to their lab budget in the amount of \$29,000.00

**MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO TRANSFER \$29,000.00 FROM REVENUE LINE ITEM 453011.4.1650330 LAB MEDICARE REVENUE INTO LINE ITEM 453011.5.420350 LAB EXPENSES FOR SEPTEMBER, OCTOBER, NOVEMBER AND DECEMBER MADE BY MR. NICHOLS. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

4. **Contracts** – Mr. McCarroll presented his contracts for renewal. All have stayed the same with the exception of Sodexho which has increased 3 percent. Originally we had a full-time dietary technician and a per diem dietician. The full-time dietary technician retired and we released the per diem dietician. We now have a full-time dietician and the net effect is that we saved \$10,000.

Mr. Donnelly asked with regard to your contracts with the dentist, medical director and hearing specialist; are they on the payroll or do they receive a fee? Mr. McCarroll replied they receive a fee and they are their own corporations.

**MOTION: APPROVING THE FOLLOWING CONTRACT RENEWALS FOR THE HEALTH CARE FACILITY: AMERICAN HEALTH CARE, REV. HOWARD ARMSTRONG, BATH AMBULANCE, DR. BRUCE BAXTER, DDS, BUFFALO HOSPITAL SUPPLY, COMPANION RADIO, DR. CURTIS CRANMER, MD, HEALTH TRAC, IRA DAVENPORT MEMORIAL HOSPITAL, OMNICARE, RURAL METRO, SODEXHO, SOUTHERN TIER FIRE EXTINGUISHER, SOUTHERN TIER HEARING SERVICES, STEUBEN PODIATRY ASSOCIATION AND WEST FIRE SYSTEMS ALARM MONITORING MADE BY MR. NICHOLS. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

5. **Medicaid** – Mr. McCarroll informed the committee that the Medicaid 10 percent fee cut will take place and he will discuss this at next month's meeting.

**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, December 2, 2009 @ 9:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office  
NO LATER THAN NOON on Wednesday, November 25, 2009.**

**STEBEN COUNTY HEALTH & EDUCATION COMMITTEE**

**Special Meeting**

**Tuesday, November 10, 2009**

**11:00 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: David McCarroll                                      Stacy Lee  
Absent: David R. Stachnik                                      Thomas C. Schwartz

**I. CALL TO ORDER**

The meeting was called to order by Mr. Ryan at 11:06 a.m.

**II. DEPARTMENTAL REQUEST**

A. Health Care Facility

1. **Room Rate Increase** – Mr. McCarroll requested authorization to increase the private and semi-private room rates by \$10.00, effective January 1<sup>st</sup>, 2010. Discussion followed.

**MOTION: INCREASING THE RATES FOR PRIVATE AND SEMI-PRIVATE ROOMS BY \$10.00 EFFECTIVE JANUARY 1, 2010, MADE BY MR. NICHOLS. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Resolution Required.**

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

Respectfully submitted by,

Brenda K. Mori  
Deputy Clerk  
Steuben County Legislature

**STEBEN COUNTY HEALTH AND EDUCATION COMMITTEE**

*Wednesday, December 2, 2009*

*9:00 a.m.*

*Legislative Committee Conference Room*

*Steuben County Office Building*

*Bath, New York*

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

<b>COMMITTEE:</b>	Thomas J. Ryan, Chair David R. Stachnik	John S. Walsh, Vice Chair	Robert V. Nichols
<b>STAFF:</b>	Mark R. Alger Diane Kiff Robert W. Anderson, Ph.D.	Jack Wheeler David McCarroll Frederick H. Ahrens, Jr.	Vicki Fuerst Stacy Lee
<b>LEGISLATORS:</b>	Philip J. Roche Joseph J. Hauryski	Lawrence P. Crossett Randolph J. Weaver	Patrick F. Donnelly
<b>ABSENT:</b>	Thomas C. Schwartz		
<b>OTHERS:</b>	Carol Ferratella, Legislator-Elect Michael Hanna, Legislator-Elect Philip Palmesan, Legislator-Elect		

**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 NOVEMBER 4, 2009 MEETING MADE BY MR. STACHNIK. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0. (MR. NICHOLS ABSENT FOR VOTE)**

**III. DEPARTMENTAL REPORTS/REQUESTS**

A. Special Children's Services

1. **Contracts** – Ms. Kiff requested approval of 2010 Early Intervention contract renewals. The rate is set at \$70.00 per session.

**MOTION: APPROVING THE 2010 CONTRACT RENEWALS FOR EARLY INTERVENTION PROVIDERS FOR SPECIAL CHILDREN'S SERVICES MADE BY MR. STACHNIK. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0. (MR. NICHOLS ABSENT FOR VOTE)**

B. Public Health & Nursing Services

1. **Contracts** – Mrs. Fuerst requested approval of 2010 contract renewals.

**MOTION: APPROVING THE 2010 CONTRACT RENEWALS FOR PUBLIC HEALTH & NURSING SERVICES MADE BY MR. STACHNIK. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

2. **ARRA Immunization Grant** – Mrs. Fuerst requested authorization to accept an American Recovery and Reinvestment Act (ARRA) immunization grant in the amount of \$20,000.00. The goal of this program is to increase the number of children and adults that are vaccinated against vaccine-preventable diseases.

such as Chicken Pox and Seasonal Flu. This money will be used to purchase syringes and needles as well as for advertising and outreach.

Mr. Weaver asked will you incorporate this into your existing clinics? Mrs. Fuerst replied yes, to begin with.

**MOTION: AUTHORIZING PUBLIC HEALTH & NURSING SERVICES TO ACCEPT AN ARRA IMMUNIZATION GRANT IN THE AMOUNT OF \$20,000.00 MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

3. **Update on Flu Clinics** – Mrs. Fuerst reported they held a flu clinic at the County Office Building for both seasonal flu and H1N1. They vaccinated 600 people and 970 doses of vaccine were administered. They administered 610 doses of the H1N1 vaccine and 360 doses of the seasonal flu vaccine. She stated they have started the flu clinics in the schools and they have clinics at the schools scheduled every day between now and Christmas recess. We have enough supply of vaccine to get through the schools and should be receiving a second round of vaccines so that we can go back to the schools and administer the second doses.

Mr. Ryan asked has H1N1 been on the increase? Mrs. Fuerst replied she thinks that it is starting to level off. The question now is will there be another wave? We also have given quite a bit of vaccine to the local doctors that have requested it.

Mr. Alger commented the 970 doses does not necessarily reflect the number of individuals that showed up.

Mr. Stachnik asked what is the age range of the children you vaccinate? Mrs. Fuerst replied we can vaccinate children that are 6 months old and up. Pediatricians and Obstetricians have been targeted to receive additional vaccine.

Mr. Alger commented Public Health & Nursing Services did a nice job and the clinic went very smoothly. He can't think of how it could have run more efficiently. They did a great job. Mrs. Fuerst stated that she has a great staff.

C. Office of Community Services

1. **Budget Adjustment** – Dr. Anderson informed the committee that they have received additional State aid in the amount of \$8,100.00 for contracted OASAS (Office of Alcohol and Substance Abuse Services) Services. He requested authorization to accept and appropriate this amount.

**MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO ACCEPT \$8,100.00 IN ADDITIONAL STATE AID FOR CONTRACTED OASAS SERVICES AND APPROPRIATING \$2,000.00 TO ACCOUNT #432200.5.440460 AND \$6,100.00 TO ACCOUNT #432200.5.440480 MADE BY MR. NICHOLS. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

2. **Revenue Discussion – Fee for Services** – Dr. Anderson informed the committee that the Office of Community Services is different than many of the other departments in that we have a Community Services Board which is the authoritative board and is somewhat independent. In the past, whenever we have changed our fees, we have just gone to the Community Services Board for their approval and have not brought it to committee. In October, the Community Services Board met and discussed the process for next year's budget.

Our cost to provide a unit of service, for the purpose of discussion a unit of service equals an hour, is \$137.20 which for this discussion we will round up to \$138.00. We are, interestingly enough, third from the bottom in terms of cost per unit of service in the State. We are fifth from the top for the number of units per clinician. This shows that we have been efficient and effective.

The State is changing the way in which they reimburse and are also eliminating what we will call deficit funding; our COPS (Comprehensive Outpatient Services). Basically COPS gave us extra money for providing outpatient services. Twenty years ago the State decided to maximize Medicaid from the Federal Government. We used to

have 100 percent; 50 percent from the State, 40 percent from Medicaid and 10 percent from the county. That increased Medicaid revenue. They substituted the \$1.5 million deficit funding and the \$1.5 million from the federal government by increasing the Medicaid that comes us. The COPS will be eliminated effective December 31, 2009 as the federal government has eliminated it and the State has determined that they have to change their reimbursement.

Dr. Anderson stated in 2010 the State will go to the APG system which means we will be able to bill per service instead of per hour. It means they will be paying us at our cost rather than an arbitrarily set reimbursement fee of \$68.00 and then we will have to make up the rest. Now the State will set the rate at \$140.00 and that should make up the difference between our cost of \$138.00 and their old reimbursement of \$68.00.

Dr. Anderson stated the Community Services Board suggested that we increase, effective January 1, 2010, our fee schedule to \$135.00 per visit. The purpose of that is that when we are billing Blue Cross/Blue Shield, we will bill them \$135.00. Our current rate is \$110.00. The major difference we will see in 2010 is that for the first time the Medicaid rate is going to be more in line with the cost, rather than just be an arbitrarily set figure.

Mr. Crossett asked is the \$140.00 going to be for Medicaid too? Dr. Anderson replied yes. This will be phased in; 25 percent in 2010, 50 percent in 2011 and 75 percent in 2012. The advantage we have is that our cost to provide services is low. We will look pretty good for 2011 if we run this model out the way it is supposed to go. This program was supposed to have started in 2009. Now the start date has been pushed back to April 1, 2010. For every quarter that the State puts this off, Steuben County pays \$150,000. If the State implements this change in April, we will be okay. If the State waits until September, then we will have problems.

Dr. Anderson commented the breakdown of our clientele is 70 percent Medicaid, 18 percent third-party insurance and 15 – 20 percent are private pay and that is where the sliding scale comes in. The State makes the assumption that the county will pick up the cost for the people that are not Medicaid eligible.

Mr. Donnelly asked how has your collection of accounts receivable been? Dr. Anderson replied we are doing really well. On paper we are looking good. There of course, is also the unpredictable that can happen. Mr. Donnelly asked what is the rate you are charged by the collection agency? Dr. Anderson replied it is between 15 – 20 percent. This is the best collection agency that he has ever come across. If they call a client and the client, in the interim has made a payment, they back off and let us keep the payment.

Mr. Alger stated with regard to the rate increase, if the Community Services Board has authorized them to do this, then this will not require a Board resolution.

**MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO SET THE RATE FOR SERVICES AT \$135.00 PER HOUR MADE BY MR. NICHOLS. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

3. **Community Services Board Dinner** – Dr. Anderson extended an invitation to the committee and all Legislators to attend the appreciation dinner for the Community Services Board on Tuesday, December 8, 2009. This will be held at the Sal Pacino Restaurant in Hornell at 6:00 p.m.

D. **Health Care Facility**

1. **Occupancy** – Mr. McCarroll distributed the occupancy report for review. He commented that in November their occupancy was at 93.7 percent and overall for the year is at 93.84 percent.

Mr. Nichols asked what is the status of the outpatient rehab? Mr. McCarroll replied we are picking up steadily. We still do have room in our schedule and some of that time is filled with contracts that we have to provide services to Hornell Gardens, etc. Mr. Crossett asked you don't provide services for Public Health Nursing? Mr. McCarroll replied no as their clientele is homebound.

Mr. Donnelly asked are you continuing your marketing to doctors and hospitals to get more PT patients? Mr. McCarroll replied we have been holding open houses for area doctors. We also have been giving doctors feedback on their referrals to us. We are also looking to do more with sports injuries.

2. **Budget Transfer** – Ms. Lee informed the committee that we have a 6 percent NYS assessment that is applied to all payor services. They need \$15,685.00 for the month of October and \$34,000.00 for both November and December to close out the year. She requested authorization to transfer a total of \$83,685.00 from various line items to cover this.

**MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO TRANSFER \$83,685.00 FROM THE FOLLOWING ACCOUNTS: \$40,000.00 FROM ACCT #453062.5.411100; \$20,000.00 FROM ACCT. #453061.5.417300; \$13,000.00 FROM ACCT. #453071.5.421130; AND \$10,685.00 FROM ACCT. #453021.5.420300 AND APPROPRIATING \$15,685.00 TO COVER THE OCTOBER ASSESSMENT PAYMENT, \$34,000.00 FOR THE NOVEMBER ASSESSMENT PAYMENT AND \$34,000.00 FOR THE DECEMBER ASSESSMENT PAYMENT MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

3. **Contracts** – Mr. McCarroll requested authorization to renew their contract with Freed, Maxick & Battaglia for consultant services with regard to reimbursement rate and business plan.

**MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO RENEW THEIR CONTRACT WITH FREED, MAXICK & BATTAGLIA FOR CONSULTANT SERVICES WITH REGARD TO REIMBURSEMENT RATE AND BUSINESS PLAN MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

Mr. McCarroll requested authorization to renew their contract with Ira Davenport Hospital for labwork.

**MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO RENEW THEIR CONTRACT WITH IRA DAVENPORT HOSPITAL FOR LAB WORK PER A FEE SCHEDULE MADE BY MR. STACHNIK. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

Mr. McCarroll requested authorization to renew their contract with Russell Phillips Associates to provide fire training at a cost of \$2,143.00 per year. This represents a slight increase over last year's rate which was \$2,010.00.

**MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO RENEW THEIR CONTRACT WITH RUSSELL PHILLIPS ASSOCIATES TO PROVIDE FIRE TRAINING AT A COST OF \$2,143.00 PER YEAR MADE BY MR. STACHNIK. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

Mr. McCarroll requested authorization to renew their contract with Bonadio for their yearly audit at a cost of \$17,275.00 per year.

**MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO RENEW THEIR CONTRACT WITH BONADIO GROUP TO PERFORM THE YEARLY AUDIT AT A COST OF \$17,275.00 PER YEAR MADE BY MR. STACHNIK. SECONDED BY MR. WALSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

Mr. Stachnik commented that during his term in office, Mr. McCarroll is the third Health Care Facility Administrator and he is doing a good job.

E. County Administrator

1. **Grant Update** – Mr. Wheeler informed the committee that back in the spring we received a grant through the U.S. Department of Education Mental Health Grant in the amount of \$288,000. We have worked with the Bath School District as a pilot to better connect mental health and school services within the county. The



Department of Social Services, Mental Health and Probation are all involved with identifying children at risk and getting them the service they need more quickly.

Mr. Wheeler stated in July we hired Dr. Pamela Paine, Child & Family Services Program Coordinator for the Office of Community Services, who is the program manager and devotes 80 percent of her time to this position and 80 percent of her salary is paid for by the grant. We also have held two Stakeholder Summits, the second being focused on gaining the participation of families with children receiving services from the school and the county. Quarterly meetings will be held with this group to provide grant updates.

Mr. Wheeler stated they will complete an Integration Strategic Plan by the Summer 2010 and have already collected surveys from students, parents and teachers. Dr. Paine has initiated and moderated meetings between school guidance counselors and social workers and county mental health, social services and probation staff. These meetings are meant to better connect service providers and will continue throughout the life of the grant. Other tasks that are ongoing include staff training, enhanced crisis intervention, video consultation and public education and awareness.

Mr. Wheeler stated Dr. Paine has talked extensively with the U.S. Department of Education and they are very pleased with where are at compared with the 16 other nationwide awardees.

**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 OF THE HUMAN SERVICES, HEALTH & EDUCATION COMMITTEE  
SCHEDULED FOR  
Wednesday, January 6, 2010 @ 9:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office  
NO LATER THAN NOON on Wednesday, December 30, 2009.**