

HEALTH & MEDICAL SERVICES COMMITTEE

July 19, 2011

**Present:**

Robin Andrews, Dep. Chairwomen  
Reginald Crowley

**Absent:**

Lawrence Andrews, Chairman,  
notified  
Edward Cross  
Raymond Staats  
Kevin McDonald, notified

**Also Present:**

Becky Vinchiarello, Dep. Clerk  
Nancy Winch  
Michael Cole  
Arthur Proper  
Ronald Caponera

Press: 1

Public: 2

Due to a lack of a quorum the meeting commenced at 3:38 P.M.

The Committee announced that no motions would be taken as there was no quorum. All requests would have to be referred to the Budget and Salary Review Committee.

**Pine Haven – A. Proper**

**Census Statistics:** Percentage of Occupancy was at 96% for the month of July. YTD: 95%. There were ten admissions to Pine Haven during the month of July 2011, and six discharges from the facility. There were 348 Medicaid pending days. This number has decreased.

**Overtime Cost:** Percentage of payroll hours and cost of overtime was up compared to 2010's payroll number 16 and 17. It was down 1.2% from their last payroll which was 14.01%. Overtime was generated from CNAs who were out on leave and current open CNA positions.

**Resolution Request:** Authorization to fill the approved vacant budgeted positions of:

(1) Licensed Practical Nurse (LPN), full time, GR 15 at a starting salary of \$45,822.00.

(2) Nurse Aide II (CNA), full-time, GR 10C at a starting salary of \$27,911.00.

(1) Telephone Operator, PT GR10 at an hourly rate of \$14.2680.

**Refer to Budget and Salary Review Committee, if approved, Refer to Finance.**

**Resolution Request –** Authorization to purchase incontinent briefs, pads and washcloths from the lowest cost provider Gremlin Medical Supply for a period of one year, at a cost of \$71,656.54 **Refer to Budget and Salary Review Committee, if approved, Refer to Finance.**

**.2 Request –** Authorization for the Administrator to make recommended upgrades to their existing fire sprinkler system at a cost of \$3,775.00. **Refer to Budget and Salary Review Committee.**

**C.O.N. Update –** All information has been given to Don Evans who is in the process of finalizing total project costs. When that is completed it will be presented to the full board for final approval. R. Andrews announced that a Public Hearing should be held regarding the final plans.

**Future Use of Existing Pine Haven Building Update –** A meeting was held at Pine Haven on August 1<sup>st</sup> with Rev. Peter Young and his associates to discuss the possibility of a Veteran's Care Center when Pine Haven vacates to the new building. A presentation was made by Chelsea Nichols outlining possible renovations should their organization come here. Father Young has invited them to come and see his program to get a better understanding of the services he provides. There are many ways he feels they would be able to collaborate should his program be able to come here.

**IGT Funding –** Pine Haven has been informed that they will be receiving \$3,302,778.00 in Upper Limit Payments. \$1,637,536.00 for New York State fiscal year 2009/2010 and \$1,665,242.00 for fiscal year 2010/2011. The County Treasurer will decide when it is best for them to receive these payments. These amounts are greater than what they budgeted for. It was announced that the rebasing money is preventing them from taking from the general fund.

The Committee then decided that the next Health/Medical Services Meeting would be held at the Pine Haven Building and dinner would be provided.

**Health Department – N. Winch**

**Resolution Request- Fill the vacant position of Environmental Health Director.**

The position has been vacant since December 2008. The CCDOH Engineer has been Acting Director since that time. The workload as Director requires full time attention. The following are critical responsibilities of the position: Review and update the Municipal Public Health Services Plan, prepare and implement the Water Grant (includes budget), assist with the Lead Grant work plan, assist with ATUPA grant work plan, perform staff evaluations, review and adjust fees as mandated by NYSDOH and the department, assist the County Attorney to develop the local Sanitary Code, assist the Public Health Director to adjust for cuts in State Aid(data collection, review of costs), oversee the BOH approved enforcement policy and preside as informal hearing officer, establish fines based on hearing results, monitor compliance with all EH programs, review EH performance measures on e-hips and issue final report quarterly, attend NYS meetings and annual EH Conference, be prepared to be Administrative on-call. This is budgeted. **Refer to Budget and Salary Review Committee, if approved, Refer to Finance.**

**Resolution Request- Fill the vacant position of Senior Clerk.**

A vacancy exists in the budgeted Senior Clerk position in the Health Department due to resignation. Said position is crucial to the operation of the Public Health clinic and Communicable Disease Control office. The Department is requesting authorization to fill the position of Senior Clerk, Grade 11, base salary \$33,607.00 in A04010001000. **Refer to Budget and Salary Review Committee, if approved, Refer to Finance.**

**Resolution Request:** Authorization to extend the temporary appointment of Special Projects Coordinator. The Columbia County Department of Health has facilitated a community health improvement process using the MAPP model (Mobilizing for Action through Planning and Partnerships) and the next (and last) step is to develop a community health improvement plan. This is a step towards local health department accreditation. They are seeking authorization to extend the temporary position of Special Projects Coordinator in A04010001000 for a period of 3 months beginning August 29, 2011 and ending November 28, 2011 at the rate of \$30 per hour, additional funds to be received from the HEAL9 grant. It was noted that this grant will not carry into the next year. **Refer to Budget and Salary Review Committee, if approved, Refer to Finance.**

**Conference Objective Form:** Approval to attend the annual Rural Health Network (NYSARH) conference in Lake Placid on September 19 & 20, 2011. One person will be attending at a cost of \$330.00. **Refer to Budget and Salary Review Committee.**

**Food Day**

October 24, 2011 is national Food day. N. Winch requested a resolution to name October 24, 2011 as FOOD DAY in Columbia County. Various local agencies and schools are planning special events for that day. It was explained that this would come to the Full Board as a Proclamation, not a resolution. N. Winch will reach out to the Board's office.

**Mental Health/ Human Services – M. Cole**

**Resolution Request –** Authorization to open an OMH Clinic Satellite in the Hudson City School District- Junior/Senior High School. They would like to offer onsite services at this location. They have received a grant for JD/PINS children in Hudson and they hope the grant will complement the satellite. They are expecting that reimbursement for services and the grant will cover expenses. He will submit numbers to them next month. The committee recommended that he present this resolution again next month to the home committee when the numbers are achieved rather than bringing it to Budget and Salary Review Committee this month.

**Resolution Request:** Authorization to enter into a contract with a consultant to be identified, to carry out several recommended suicide prevention activities for Columbia County at a cost not to exceed \$5,100.00. The funds would come from the \$5,100.00 MHANYS Grant award. This is the reason he applied for the grant. **Refer to Budget and Salary Review Committee, if approved, Refer to Finance.**

**Resolution Request -** Authorization to hire a part time Clerk Typist to assist with critical Department of Human Services/Behavioral Health Center activities. To work ten to fifteen hours per week GR10 with the 15% step 1 reduction, not to exceed \$10,000.00 per year. M. Cole explained that cross training in the Department is weak. This would free up time for other employees to learn how to do billing which is needed in the department. It was asked if this could be pushed off until next year. The Committee does not see this going through until January. **Refer to Budget and Salary Review Committee, if approved, Refer to Finance.**

**Resolution Request- Authorization to purchase and install a second reception window in the clinic waiting room. The estimated cost is \$4,600.00. There would be a bidding process to secure the best offer. This would be paid with Federal Share Funds. Refer to Budget and Salary Review Committee, if approved, Refer to Finance.**

**Satellite Updates:**

**JL Edwards – Services scheduled to begin September.**

**Valatie – They are awaiting the decision of the Town of Kinderhook regarding leasing of the Martin Glynn School.**

**Grant applications:**

**MHANYS- Suicide Prevention- \$5,100.00 of funds were awarded.**

**Reminder - DHS Overview Presentation for the Health/Medical Services Committee members is scheduled for Wednesday, August 31, 2011 - 2:00 – 4:00 PM. 2nd floor conference room of 325 Columbia Street.**

**2:00-3:00 PM – Local Governmental Unit Staff Overview- Power Point**

**3:00- 4:00 PM – Questions and concerns by DHS staff for the Health/Medical Services Committee**

**With no further business the meeting concluded at 4:25 P.M.**

**HEALTH/MENTAL HEALTH COMMITTEE**

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**Lawrence Andrews, Chairman**

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**Robin Andrews**

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**Edward Cross**

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