

HUMAN SERVICES COMMITTEE MEETING MINUTES
TUESDAY, JUNE 6, 2017
9:00 A.M.

PRESENT: P. Yendell, M. Walker, E. Gott, D. LeFeber, I. Coyle, H. Grant, S. Hillier, J. Williams-Genesee Sun

ABSENT: B. Donohue, D. Babbitt Henry, I. Davis,

VETERAN'S SERVICES AGENCY – JASON SKINNER

Pre-approved Informational Item(s) To Be Reported

Outreach activities

As reported in previous months Congressman Chris Collins's office has offered to assist us in an event to help enroll veterans into health care. We have discussed in the past that veterans that are enrolled can get structural improvements to their homes and homebased primary care. We have seen all too often that when a veteran needs these services the VA cannot assist them because of the enrollment process. The VA cannot respond well in the veterans' time of crisis. We have hand delivered a house bound veterans applications to the VA with no greater results. We will be working with News Channel 8 to develop the story on how the VA can deliver health services to eligible veterans in Livingston County.

Awards

Our office is honored that Senator Gallivan selected our nominee for the State Veterans Hall of Fame in Albany. Denis Staley and his family of 10 went to Albany May 15th for the induction ceremony.

Our office was able to help a veteran receive a high school diploma because he was sent to Korea and didn't complete high school. They will be honoring him at the Fillmore High School's graduation June 23rd at 6:30 PM. Hiram Kemp of Hunt NY will hopefully lead our pledge in June as well.

We have other award presentations in the works and will notify you as these are developing.

Mr. Skinner reported on the continuing problems with getting elder veterans set up for health care and outreach efforts his office is planning. He is having a health care enrollment event for veterans this month.

Mr. Coyle questioned any incarcerated veterans transitioning out of the County jail.

Informational Item(s) Written Only

Office statistics

We had one veteran we enrolled in detox. This started out as a homeless veteran call. It took 3 days to get this veteran the correct treatment.

In March our office had 14 appointments and 26 walk in clients April our office saw 26 appointments and 25 walk in clients. March had 361 types of contacts and April had 349 types of contacts. Deputy Director David Terry was in Omaha Nebraska for training during April for one week.

I currently have 86 cases in various stages of development. We are currently at a 2 week wait time for appointments. Scheduling home visits has been difficult this month we have 3 to complete by the second week in June.

We attended two meetings with the American Legions county level leadership. During these meetings we discussed the American Legions state level legislative agenda and the veterans pledge at the Board of Supervisors meetings. Two of our other meetings were with the central and western NY County Veteran Service Officers at the Batavia and Bath VA medical centers. We had one meeting with meeting with the on the move transportation group where we received the volunteer driver handout. The last meeting was with the Livingston County Health departments Leadership about enrolling veterans in health care. We attended the Scholarship award ceremony for Airman Gleason at the arts council.

Digitization and records retention compliance

We are working with the ITS department on building our new database for veteran records retention and demographic reporting. We will be digitizing all our records utilizing the counties new software called Laserfiche. Veterans are listed as a disadvantaged minority group. This means that many organizations would like to know what statistics make up the Livingston County Veteran population. These groups can use this data to help them apply for grants. We will have a lot more demographic data on the veteran’s population once this project is complete in mid-2018. It is our hope to start scanning some of our 18,000 discharge forms. This program will enable us to be in compliance with the records schedule and become less tethered to one location. This project will help us respond quicker to funeral homes as they need discharge forms as well as having a completely paperless office by late 2018.

DEPARTMENT OF HEALTH – JENNIFER RODRIGUEZ

Action Item(s) To Be Reported

1. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACTS FOR THE LIVINGSTON COUNTY DEPARTMENT OF HEALTH: HILLSIDE CHILDREN’S CENTER, VILLAGE OF NUNDA, STATE UNIVERSITY OF NEW YORK – COLLEGE AT CORTLAND

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contracts for the Livingston County Department of Health, according to the terms designated, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
Hillside Children’s Center 24 Main Street Mt. Morris, NY 14510 For: GLOW Family Services	1/1/17 – 12/31/17	\$147,566 .00

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
NYS Office of Mental Health	0%	Yes <input checked="" type="checkbox"/> No

Director’s Comments: This contract provides for Family Services in Genesee, Livingston, Orleans and Wyoming Counties.

Village of Nunda 4 Massachusetts Street Nunda, NY 14517 For: Dog Control Services to the Village of Nunda	1/1/17 – 12/31/17	\$4,600.00 /year (2017)
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<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
Village of Nunda	0%	Yes <input checked="" type="checkbox"/> No

Director’s Comments: This contract will provide Dog Control services for the Village of Nunda to enforce their local Dog Control Ordinance.

State University of New York – College at Cortland Education Building, P.O. Box 2000 Cortland, NY 13045 For: Community Health Internship	4/1/17 – 60 day notice by either party	\$0
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<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
n/a	0%	Yes No

Director’s Comments: This agreement between Livingston County Department of Health and SUNY Cortland will provide for SUNY student interns field experience.

Ms. Rodriguez reviewed the contracts for approval.

Motion: Mr. Gott moved and Mrs. Walker seconded to approve the foregoing resolution Carried.

2. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN A MEMORANDUM OF UNDERSTADING FOR THE LIVINGSTON

COUNTY DEPARTMENT OF HEALTH FOR THE TRANSLATION AND INTERPRETATION SERVICE FOR NON-MIGRANT ELIGIBLE INDIVIDUALS: GENESEO MIGRANT CENTER

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign a memorandum of understanding for the Livingston County Department of Health, according to the term designated, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
Geneseo Migrant Center	7/1/17-6/30/18	Translation \$.20/word
3 Mt. Morris-Leicester Road		Interpretation - \$30.00/hour
Leicester, NY 14481		Mileage- current IRS rate
For: Translation and interpretation services for non-migrant individuals from the Geneseo Migrant Center.		

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
		Yes No

Director's Comments: This Memorandum of Understanding provides for translation of written documents and oral interpretation for eligible non-speaking English individuals.

Motion: Mrs. Walker moved and Mr. LeFeber seconded to approve the foregoing resolution..Carried.

3. AMENDING THE 2017 HOURLY EMPLOYEE SALARY SCHEDULE: DEPARTMENT OF HEALTH

RESOLVED, that the 2017 Hourly Employee Salary Schedule is amended as follows:

Department of Health

- Create one full-time Mental Health Licensed Therapist

REFER MATTER TO THE WAYS AND MEANS COMMITTEE

This is a grade 16 position. The new hire rate \$23.96 and the base rate is \$26.63 rate. Therapists are currently averaging a caseload 110. There should really be 80-105 cases per therapist. There was discussion on the delay for non-crisis appointments and even second crisis appointments are being scheduled too far out. Due to spacing constraints there are now two therapists stationed at DSS and she just applied for expansion of OMH licensing at Department of Health to allow for a therapist at DOH.

Motion: Mr. Gott moved and Mrs. Walker seconded to approve the foregoing resolutionCarried.

4. APPOINTING MEMBER TO THE BOARD OF HEALTH: BARBARA WALKER

RESOLVED, that the following member is hereby appointed to the Livingston County Board of Health for the term designated:

Livingston County Board of Health			
Barbara Walker	93 Center Street, Geneseo, NY 14454	Member	6/1/17-12/31/19 (Completing Dr. Godsave term)

There are ten members on the Board of Health. Ms. Walker was recommended by the BOH Chair.

Motion: Mr. LeFeber moved and Mrs. Walker seconded to approve the foregoing resolution..Carried.

They received recognition a performance incentive for communicable disease investigations for response time and reporting time. Livingston County was the only county to receive 100% compliance. The department went from 22 to 212 investigations in one month.

Informational Item(s) Written Only

- Continue to focus on a Blue Zone initiative by working with various sectors of one community to develop policy, system and environmental changes (school, worksite and village/town): demographics and statistical data related the chronic disease has been analyzed and developed into a report and presentation to be discussed with key stakeholders in May in Nunda and Mt, Morris.
- Reaching the Hard to Reach Initiative - meeting regarding enhanced collaboration between LCDOH and the Geneseo Migrant Center including discussion on interpreting services for Spanish speaking residents/clients. In addition, LCDOH has begun to collaborate with the Spanish Church in Mt. Morris

including discussions on radio interviews to increase awareness and utilization of LCDOH services among Spanish speaking population.

- Coalition on Sexual Health coordinated a training regarding Darkness to Light (sexual abuse prevention) and Trauma Informed Practice for 18 attendees/ community partners.
- Violence Prevention Coordinator and Senior Public Health Educator are working with Healthy Communities That Care regarding Adverse Childhood Experience awareness, education and possible implementation of initiatives to improve the health and well-being of our youth. Avon School is very interested in this initiative.
- Coordinating Medical Reserve Corps Capacity Grant - build MRC volunteer capacity regarding emergency preparedness.
- Implemented marketing and outreach campaign regarding National Teen Pregnancy Prevention Month, Rabies and Lyme disease.
- SHAPE 5K was well attended with 67 staff/family members.
- Assisting with RHC Family Planning / Title X Grant submission.
- Conducted call down drills and IHANS drill regarding emergency preparedness.
- Coordinating LCDOH Staff Training Day to include staff SWOT for LCDOH strategic plan.
- Received Performance Incentive for Communicable Disease investigations.
- Funding Reduction in MICHC and Reproductive Health funding.
- Staff conducted the first rabies pet vaccination clinic of the season using the new electronic system. Pet owners can now pre-register for a clinic online to save time upon arrival while a database is being built for each person who participates in the clinics. Over time, the public will be better served by the new electronic system and Environmental Health staff will be able to more readily look up rabies vaccination records.

MOTION TO CHANGE AGENDA

Mr. LeFeber moved and Mrs. Walker seconded to change the agenda.

OTHER – IAN COYLE

Pre-approved Informational Item(s) To Be Reported

1. DSS Attorney Update – After interviews were held, Scott D. Cannon is the successful candidate to the position of full-time Social Services Attorney effective June 30, 2017, at an annual salary of \$85,000.00. The salary is within the salary range set, so no resolution is necessary.

CENTER FOR NURSING & REHABILITATION – FRANK BASSETT

Pre-approved Informational Item(s) To Be Reported

1. FINANCIAL/OPERATIONAL UPDATES:

a.) Occupancy - As of May 29, occupancy was 96.6% for the month, YTD 96.78%. The NYS 2017-18 budget eliminated the Medicaid bed hold rate and after making operational changes the Board of Health reinstated the bed hold rate. Medicare remains strong at ~11%. Managed long term care growth is now at just over 15% of the patients we serve in such product. We have favorable contracts with 2 out of 3 of the managed long care providers receiving 110% of the benchmarked Medicare rate.

b.) Cash Flow - The CNR's Cash Flow Report as of May 29, 2017 reflects \$22,812,107.00 in reserves. On May 12, 2017 the CNR's payment of \$396,483.50 of Principal and Interest on Bond #2 was made.

c.) Budget Variance - The March 2017 budget variance report will be distributed and discussed at the Human Services Committee meeting.

d.) Dialysis Extension Clinic – Noyes CFO Jay Maslyn continues to complete schedules required for Certificate of Need (CON) submission, the timeline is projected to be the end of June. A Lease Rent cost has been agreed to by Noyes and will be presented to the Ways & Means Committee on 6/12. Mr. Bassett updated the Committee on the status of the lease rent agreement. There is a meeting scheduled with Noyes this afternoon for finalizing a lease rent agreement for presentation to the Ways and Means Committee.

2. 2016 DRAFT AUDITED FINANCIAL STATEMENTS – Bonadio & Co. has concluded its financial audit and will present an overview of the financial statements to the HS Committee. Introductions were made with Kelly DelMonte. Kelly DelMonte reviewed the draft financial statement report for the Committee. The numbers are correct at this time and no material changes are anticipated. Management will sign a management letter before the final audit is complete. There were no findings. Ms. DelMonte reviewed financial highlights and benchmarks. The facility has a very healthy cash position. There was a favorable shift in the payor mix increasing revenue over last year. We are in a positive net position for the first time in a very long time. Ms. DelMonte reviewed the capital improvement planning and how reimbursement rates will be affected during this transition to managed care. Mr. Bassett explained how the reconciliation of accounts takes place with the Treasurer’s Office. Ms. DelMonte explained that the audit process from start to finish takes about 5-6 weeks. The chart of accounts is scripted by New York State.

Informational Item(s) Written Only

1. Reports - Absenteeism & Mandation, FMLA, Payroll Performance, Workers Compensation.
2. Medicaid Payment for Bedhold – On May 12 the NYS DOH released a Dear Administrator Letter informing providers that it had decided to delay statutory amendments eliminating reserved bed days due to hospitalization leaves, and that it would continue to reimburse nursing facilities as before, until emergency regulations are adopted addressing implementation and enforcement provisions.
3. UR Medicine Telepsychiatry Program – The CNR is a participant in the Finger Lakes Performing Provider System (FLPPS) Behavioral Interventions Paradigm in Nursing Homes project under Delivery System Reform Incentive Payment Program (DSRIP). As a FLPPS participating provider the CNR will be completing proxy credentialing of UR Medicine Telepsychiatry Medical Staff and will subsequently receive grant funded telemedicine equipment and user training from the Geriatric Behavioral Management Team. The intention of the initiative is to enable the CNR team to access psychiatric services for select case review by the UR Medicine Telepsychiatry Program.
4. Certified Nursing Assistant Recognition Luncheon - Eight Nursing Assistants have been selected from numerous nominations submitted by residents, visitors and co-workers to attend the Lifespan Nursing Assistant Recognition Luncheon in Rochester on June 8. The staff selected are: Brandy Bosley, Kaleigh Clements, Laura Losey, Riley Moran, James Stevenson, Christopher Steves, Susan Sylvester, and Danielle Wright.
5. eProgress Notes - This final module of the electronic health record was activated on May 22 and has been adopted by the entire interdisciplinary team include medical staff. The Nurse Aide Module is currently active in the TCU and is being reintroduced on all other Neighborhoods over the course of June.

ADJOURNMENT

Mr. Gott moved and Mrs. Walker seconded to adjourn the meeting at 9:51 a.m.

DEPARTMENT OF SOCIAL SERVICES – DIANE DEANE (1 Attachment)

Informational Item(s) Written Only

1. Statement of Appropriations (Monthly) (April) – Attached
2. Statistics (Monthly) (April)

Temporary Assistance Cases (TA):	Apr	% Change from Jan 1
Family Assistance	319	2.57%
Safety Net	362	2.84%
Total	681	2.71%
Medicaid Cases (MA):		
Community	2035	-9.88%
Chronic Care	241	0.42%

Foster Care	146	-2.67%
SSI	1265	-0.71%
Total	3687	-5.99%

Livingston County Citizens receiving some form of Medicaid service:

Cases In Transit	112	
NYSOH	No #'s yet	
Livingston County DSS	5596	
Total	5708	

Medicaid Managed Care Individuals (Monthly Premium):

These Individuals are included in above TA\MA.

Mainstream Managed Care	4088	
HARP	233	
Managed Long Term Care-Community	67	
Managed Long Term Care-Nursing Home	46	
Total	4434	-6.30%

Food Stamp Cases:	2474	-24.02%
SSI Food Stamp Cases:	798	
Child Care Cases:	198	0.51%

Protective Services for Adults (PSA):	49	-19.67%
<u>Financial Mgmt</u>	49	
<u>Home Mgmt</u>	47	
<u>Personal Care</u>	29	
Level I	7	
Level II	17	
Level I pending	5	
<u>Guardianship Cases</u>	5	
Awaiting discharge	4	
Pending	1	
Assessment assists	78	

Preventive Services:	67	19.64%
<u>Probation caseload</u>	31	-6.06%
<u>School based consults</u>	214	
<u>School based active</u>	0	
<u>TASA (Case Management for Pregnant/Parenting Teens) Active</u>	1	

Child Protective Services (CPS):		
New Assignments	63	

Foster Care	94	
Foster Children - DSS Custody	54	5.88%

3. Employees hired, resigned or retired in May:

John Sylvester	Hire	Temp. Social Services Attorney	5/1/17	Lima
Penny Lauko	Layoff	Seasonal HEAP Examiner	5/4/17	Leicester
Kerry Jischke	Hire	Caseworker Trainee	5/15/17	Lakeville
Ashley McArdle	Hire	Caseworker Trainee	5/15/17	Hemlock

Leigh Mankoff	Hire	Sumer Camp Worker	5/22/17	Mt. Morris
Jeffrey Winters	Promotion	Coordinator – Child Support Unit	5/28/17	Mt. Morris

OFFICE FOR THE AGING – SUE DAVIN (1 Attachment)

Informational Item(s) Written Only

Service Summary – January – April 2017

Service Type	Total Units
Caregiver Services	166 contacts/57 caregivers
Case Management	546 hours/235 clients
Congregate Meals	8,933 meals/187 participants
Home Delivered Meals	16,304 meals/267 participants
Information & Assistance	684 contacts/163 individuals
Nutrition Education	1,755 contacts/350 individuals
Personal Care	1,229 hours/33 clients
PERS – Personal Alert Systems	412 individuals
Transportation	2,010 one-way rides/44 individuals

Program Updates:

Health Promotion: A Matter of Balance is currently being offered in Dansville. A third volunteer was trained to facilitate Tai Chi for Arthritis. She has not yet determined when/where she will be offering the program.

Farmer’s Market Senior Nutrition Program: We have been notified that the Farmer’s Market Senior Nutrition Program will be implemented again this year. We should be receiving materials and check booklets by mid-June and a distribution schedule is being developed. Livingston County seniors (60+) who meet income guidelines are eligible for a booklet of (5) five \$4.00 checks that can be used to purchase produce (locally grown fruits, vegetables) at participating Farmer’s Markets, stands, etc.

Medicare 101: Forty-seven people participated in May Medicare 101 sessions. Additional sessions will be offered in the Fall. We continue to experience issues with unavailability of aides/aide shortages. An aide that has served several of our clients for a long time retired. The agency had a transition plan in place and hired two new aides to take over the cases. Neither one made it through all of the steps to actually provide service.

Law-NY will be offering the third and final informational session on Advanced Directives (Power of Attorney, Health Care Proxy, Living Will, Will) June 20th at the Avon meal site at 11 AM. Gavin Reynolds, Supervising Attorney is the presenter.

Shelf stable food from Foodlink will be delivered to all interested HDM clients from April 24th – May 3rd.

Students from Livonia High School volunteered in the Senior Nutrition Program May 23rd for the United Way Day of Caring.

Sue Davin, Melissa Gaby and Deb Gage will be attending the ACUU (Aging Concerns Unite Us) Conference June 5 – 7, 2017 in Albany.

Public education efforts are underway for NY Connects utilizing new posters, brochures, etc. developed at the state level.

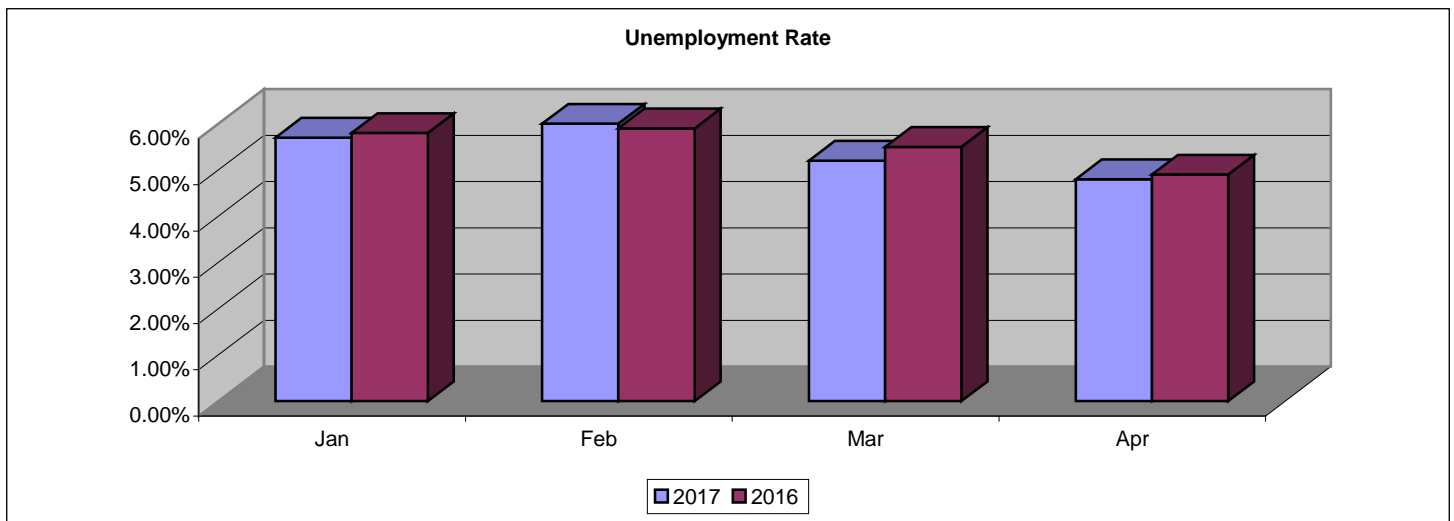
Recently and following an uptick in complaints of scams targeting senior citizens and utilizing gift cards, A.G. Schneiderman issued a consumer alert warning of financial scams involving gift cards. The alert is attached for your information.

The Brunch Bunch caregiver support group that met monthly at the Omega Grill in Geneseo had been temporarily discontinued due to the restaurant closing abruptly. The group has resumed meeting according to the established schedule, at the same location, now Mae’s.

WORKFORCE DEVELOPMENT – RYAN SNYDER

Informational Item(s) Written Only

Unemployment Report



Unemployment was down slightly from the prior year in three of the first four months of 2017.

Department Activity Report

Activity	April 2017
Counselor Assisted Appointments	70
Adults/Youth in Training	40
Credentials Earned	21
Employer Recruitment Events	18
Workshop Attendees	21
Entries to Employment - Public Assistance	12
Clients Underemployed - Public Assistance	57
Clients in High School Equivalency Education	6
Clients in ESOL Education - Public Assistance	7

**Underemployed - not earning enough to close the case.*

Program Report

Safe Harbors - The Youth Bureau will receive \$40,000 in 2018 through NYS Office of Children and Family Services to raise awareness to youth who are vulnerable to sexual exploitation or trafficking.

Federal Funding - The President's final budget proposes a 40% cut to the WIOA program, which would result in a loss of approximately \$150,000 to our County. The President's budget also calls for the complete elimination of the CSBG Program, which would result in an additional reduction of approximately \$230,000.

Summer Youth Employment - New outreach efforts led to a 48% increase in the number of youth interviewed for summer employment opportunities. The program starts June 26th with a week of work readiness training.

Spring Job Fair - The annual spring job fair was held in Dansville on May 18th. Several new employers from the Southern Tier attended the event seeking workers.

Ralph Wilson Foundation (RWF) - For the past year, the Youth Bureau has been meeting with youth organizations from across the region to identify priorities of need for youth sports programming and recreation in the region. The RWF recently announced \$5 million to expand and improve opportunities for youth sports based on these recommendations.

Respectfully submitted,

Michele R. Rees, IIMC-CMC
Clerk of the Board