

**HUMAN SERVICES COMMITTEE MEETING MINUTES
TUESDAY, AUGUST 4, 2015
1:30 P.M.**

PRESENT: P. Yendell, L. Semmel, B. Donohue, E. Gott, D. LeFeber, C. DiPasquale, I. Coyle
 ABSENT: D. Babbitt Henry
 PRESENT AFTER MEETING CALLED TO ORDER: I. Davis

OFFICE FOR THE AGING – SUE DAVIN

Action Item(s) To Be Reported

1. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACT(S) FOR THE LIVINGSTON COUNTY OFFICE FOR THE AGING: COMPANION CARE OF ROCHESTER, AIM INDEPENDENT LIVING CENTER, NEW YORK STATE CATHOLIC HEALTH PLAN, INC. D/B/A FIDELIS CARE NEW YORK, VNA HOME CARE OPTIONS, LLC

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract(s) for the Livingston County Department of Livingston County Office for the Aging, according to the term(s) designated, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Rate</u>
Companion Care of Rochester 556 S. Clinton Avenue Rochester, NY 14620 For: Caregiver Respite Services	9/1/2015-3/31/2017	\$17.00/hour housekeeping \$20.00/hour personal care \$40.00 per supervisory visit

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
EISEP, Title III E (Federal)	25%	Yes X No

Director's Comments:

Funds non-medical in-home aide services for seniors to assist them with housekeeping and personal care and to provide respite for caregivers; we are adding a provider as existing providers cannot always supply an aide; funds would come from existing budgeted funds

AIM Independent Living Center 271 East First Street Corning NY 14830 For: Caregiver Respite Services	8/1/2015-3/31/2016 With 1 year renewal option	\$14.87/hour
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<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
EISEP	25%	Yes X No

Director's Comments:

For Fiscal Intermediary Services to establish Consumer Directed Expanded In-Home Services for the Elderly Program (EISEP) as an option; this option allows the consumer to interview and hire (and fire if necessary) their own aide with payroll, etc. through the fiscal intermediary; rates for this service are set by New York State; Livingston County Office for the Aging would still provide case management. Funds would come from existing budgeted funds

New York State Catholic Health Plan d/b/a Fidelis Care New York 95-25 Queens Blvd Rego Park, New York 11374 For: MLTC Provider Agreement	Date of execution – 12/31/2016 Option for 1 year renewal	Rate Schedule
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<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
New York State Catholic Health Plan d/b/a Fidelis Care	0	Yes X No

Director's Comments: To receive payment from the MLTC for meals for members of the MLTC

VNA Home Care Options, LLC 1050 W. Genesee Street	1 year 1 year renewal option	Rate Schedule
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Syracuse, NY

For: MLTC Provider Agreement

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
VNA Home Care Options, LLC	0	Yes X No

Director's Comments: To receive payment from the MLTC for meals for members of the MLTC Ms. Davin reviewed each of the contracts for approval. Ms. Davin explained what an independent living center does and her goal for this year to implement a consumer directive EISEP program. S She has completed negotiations with two more MLTC and the rate is \$10.72 for Fidelis and \$10.05 VNA Homecare Options. They are paying us.

Motion: Mrs. Semmel moved and Mrs. Donohue seconded to approve the foregoing resolution Carried.

Pre-approved Informational Item(s) To Be Reported

SENIOR NUTRITION PROGRAM UPDATE - Status of potential transition to chilled meal. Ms. Davin explained that they have continued to review the transition to chilled meals. She believes this is going to be a necessary transition. This is being done in cooperation with Morrison. Bateman Foods is a sister company to Morrison and both are under the same parent company, Compass. Mike DiCarlo, Food Service Director and his boss, the Regional Vice President went with them to tour Morrison. Food safety is the number one reason for this transition need. Hot food loses temperature a lot more quickly than cold food gains temperature. They are delivering over 225 meals on eight routes on any given day. She went on the route went she first started and they started the route at 10 AM and did not return until after 2PM. The food has to be cooked to 165-180° in order to maintain a safe temperature for all of those hours. Food quality/nutrients are lost in hot meals due to the time they are held to the temperature. She just went to the food safety sanitation training for 6 hours recently and the state has a guideline that the route should not be more than 2 hours to deliver meals. Food Safety is number 1 to her. She never wants to put anyone at risk. They do a lot of testing now to check the temperatures. Chill meals are cooked to a certain temperature and then chilled quickly. They can order through Morrison using their existing contract and with working with them it will be budget neutral. The price per meal will be the same. There are some logistics to work out because the company is coming from Buffalo. They plan to deliver a couple of frozen meals at the start of the winter in case the truck is unable to get here due to bad weather. They did a survey and a significant number of recipients don't consume the meal at delivery time. They are trying to do due diligence before starting the new program. Any changes tend to make seniors anxious. In the long run, the food will be better. She is hoping to start this program in November. They can do all of our meals in 15 minutes on their assembly line. The food was great. There is a public hearing scheduled for September 16 at the Mt. Morris nutrition site and the state is coming in on September 18 for her annual review. If they can get all of the due diligence done, she would like to education the clients at the public hearing. The congregate people at Dansville, Avon and Mt. Morris will not notice any difference. Morrison has made a lot of effort to work with us. She really wants this to be a joint collaborative way that we are trying to make the senior nutrition program is as safe and of high quality as it can be.

Informational Item(s) Written Only

1. PROGRAM SUMMARY REPORT FOR JANUARY TO JUNE 2015:

Total number of Individuals Served: 1,436 (compared to 1,355 same period 2014)
 Congregate meals total: 12,622 (compared to 11,725 same period 2014)
 Home Delivered Meals: 27,624 Meals (compared to 27,361 same period 2014)
 Case Management: 35 Unduplicated Individuals/728 units
 (compared to 323 individuals/616 units 2014)
 Caregiver Services: 357 units (compared to 293 for same period 2014)
 Nutrition Education: 361 Unduplicated Individuals/1919 units compared to 1665 units same period 2014

2. AGENCY/PROGRAM UPDATES:

Farmer's Market Voucher Distribution continues– Distribution to qualified seniors will start June 29, 2015 and

continue until all vouchers have been issued (see attachment). Qualified seniors receive \$20 in vouchers for participating farm markets.

CCSI will soon be on site at the OFA for 5 hours a week to help seniors with Medicaid, Medicaid Buy In, Medicaid Spend Down and Chronic Care Medicaid. Staff is getting trained in July.

Due to high demand and limited resources, legal provider will offer some services in group sessions. Power of Attorney group session to be held in August. Legal services contractor decided if an older adult seeking services is a good candidate for a group session.

Tentative date for Seniorama 2016: May 7, 2016

Public Hearing: September 16, 2015 10 am Mt. Morris Congregate Nutrition Site

New VISTA worker begins in August through collaboration with SUNY Geneseo. The project will focus on volunteer respite for caregivers.

Received word that New York State Department of Health was awarded grant for fall prevention for training, supplies to implement Tai Chi and Stepping On evidence based programs. We were a participating partner and will learn more about the rollout of training soon.

DEPARTMENT OF SOCIAL SERVICES – DIANE DEANE

Action Item(s) To Be Reported

1. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACT FOR THE LIVINGSTON COUNTY DEPARTMENT OF SOCIAL SERVICES: GENESEE COMMUNITY COLLEGE

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract for the Livingston County Department of Social Services, according to the term designated, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
Genesee Community College One College Road Batavia, NY 14020	8/1/15-7/31/16	\$283,478.00

For: This contract provides for a large part of the training our staff receives, including training provided by the County ITS Department to DSS staff.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>	
State Training Cap	0-5%	Yes	No

Mrs. Deane reviewed the contract with GCC. She explained that this is 87-97% federal and state share that allows them to do all of their training. They never use the whole amount. It also funds a portion of their Help Desk for ITS and anything that can be put under training and support for their staff.

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

Informational Item(s) Written Only

1. Status Reports
 - a. Statement of Appropriations, Expenditures & Balances (Monthly) (June)
 - b. Statistics (Monthly) (June)

Temporary Assistance Cases (TA):	June	<u>%</u> <u>Change</u> <u>from Jan</u> <u>1</u>
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Family Assistance	339	-9.60%
Safety Net	367	-7.09%
Total	706	-8.31%

Medicaid Cases (MA):

Community	3244	-11.70%
Chronic Care	235	-1.67%
Foster Care	141	-2.08%
SSI	1269	2.34%
Total	4889	-7.70%

Medicaid Individuals (Monthly Premium):

These Individuals are included in above TAMA.

Managed Care	5930	-5.00%
Managed Long Term Care	36	20.00%
Total	5966	-4.88%

Food Stamp Cases:	3466	0.41%
Child Care Cases:	199	-1.00%

Protective Services for Adults (PSA):

<u>Financial Mgmt</u>	51
<u>Home Mgmt</u>	60
<u>Personal Care</u>	20
Level I	7
Level II	8
Level I pending	5
<u>Guardianship Cases</u>	7
Awaiting discharge	1
Pending	0
Assessment assists	73

Preventive Services:	60	-1.64%
<u>Probation caseload</u>	27	28.57%
<u>School based consults</u>	248	
<u>School based active</u>	3	

Child Protective Services (CPS):

New Assignments 55

Foster Care	74
Foster Children - DSS Custody	49 22.50%

2. Employees hired, resigned or retired in July:

Kelly Monteleone	Resigned	Social Welfare Examiner	Avon	7/17/15
Erin Monster	Resigned	Caseworker	Livonia	7/24/15

3. August is Child Support Awareness Month. The Agency will be recognizing the month with an item in the Penny Savers as well as continuing our Read to Your Child initiative that was begun last year. A book drive will

be conducted and books will be given out to families both in our lobby as well as by Caseworkers during home visits.

WORKFORCE DEVELOPMENT – J. PETER YENDELL

Action Item(s) To Be Reported

1. AUTHORIZING THE CHAIRMAN OF THE BOARD OF SUPERVISORS TO APPOINT MEMBER TO THE COMMUNITY INITIATIVES COUNCIL: SYDNEY SULLIVAN

RESOLVED, that the following member is hereby appointed to the Livingston County Community Initiatives Council for the term designated:

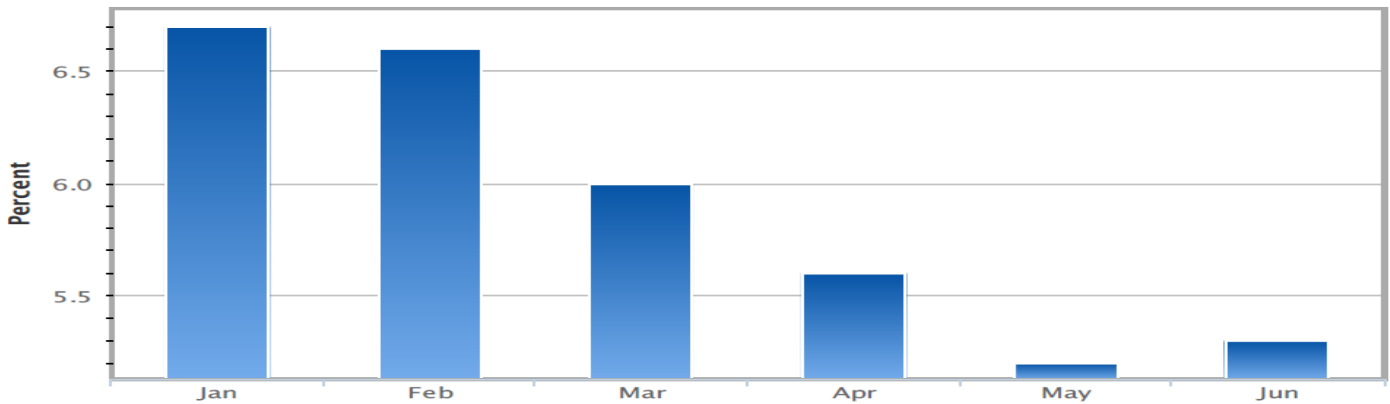
Livingston County Community Initiatives Council			
Name	Address	Rep/Title	Term
Sydney Sullivan	9174 Short Tract Road Hunt, NY 14846	Private Sector	8/1/2015 - 12/31/2016

Mr. Yendell explained that he will be covering this item for Ryan Snyder. Ms. Sullivan works at Five Star Bank with small business loans. She attended the last meeting and is a good candidate. She will be replacing Rachel Bender.

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

Informational Item(s) Written Only

**Unemployment Rate
2015**



The Unemployment Rate for June increased slightly to 5.3%.

Office of Workforce Development Activity Report

Activity	June 2015
Counselor Assisted Appointments	75
Adults/Youth in Training	29
Credentials Earned	19
Employer Recruitment Events	5
Workshop Attendees	33
Entries to Employment – WIA Only	138
Entries to Employment – PA Only	7

Community Service Block Grant 3rd Quarter Report

Activity	10/1/14 - 6/30/15	Annual Expected
Persons in need receiving health care services – Parish Outreach	69	120
Emergency medical or dental care provided – Parish Outreach	26	30

DV Victims receiving shelter services – Chances and Changes	6	23
Homeless receiving shelter services – Chances and Changes	24	32
Emergency utility or rent assistance – Catholic Charities	68	105
Elderly subscribers receiving subsidy for Lifeline – Noyes	94	90

2. Workforce

Seasonal Job Fair – Workforce Development will be hosting a fall job fair on September 24th in room 205 of the Government Center. Space is limited to the first 20 employers to register. There is no cost to participate.



Summer Employment - 26 low-income youth are participating in paid work experience and 16 younger youth are participating in a four week career exploration program at Genesee Valley Education Partnership.

Manufacturing Day - Workforce Development is joining with the Chamber of Commerce to host a Manufacturing Day in Livingston County. The October event(s) will include facility tours and other opportunities for the emerging workforce to learn more about careers in Manufacturing.

Livonia Library - The Livonia Library expansion project will include a dedicated area for employment resources and services, which will be provided by Workforce Development.

Weekly Updates - Workforce Development is sending out weekly email updates of job leads, workshops, trainings and recruitment events. Please contact John Jaeger to subscribe at jjjaeger@co.livingston.ny.us.

3. Youth Bureau

Youth Board - The Youth Bureau is collaborating with a local college student to host a Youth Summit on December 4th at SUNY Genesee. The event is being supported by an ambassadorship through Genesee's Center for Inquiry, Discovery and Leadership.

4. Community Service Block Grant

CNA/HHA Training - The fall session of the Certified Nursing Assistant training program at the Center for Nursing has been scheduled to start October 5th. Advertising will begin on August 8th, and the applications will become available at the Health Care Forum scheduled for August 13th.

Needs Assessment - The Planning Department has initiated the 2016 Needs Assessment survey, which will include a review and summary of key issues and priorities previously identified in past assessments.

DEPARTMENT OF HEALTH – JENNIFER RODRIGUEZ

1. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACTS FOR THE LIVINGSTON COUNTY DEPARTMENT OF HEALTH: NEW YORK STATE DEPARTMENT OF HEALTH (2)

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>
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Division of Nutrition
 150 Broadway, Suite 650
 Menands, NY 12204-2719
 For: WIC Program

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
100% Grant	0%	Yes X No

Director’s Comments: This Contract will provide Special Supplemental Nutrition for the WIC (Women, Infants and Children) Program

Bureau of Early Intervention
 ESP Corning Tower, Room 287
 Albany, NY 12237
 For: Early Intervention Administration

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
100% Grant	0%	Yes X No

Director’s Comments:

This Contract will provide for Administration of Early Intervention Services.
 These are both annual contracts with 0 costs to the County.

Motion: Mrs. Donohue moved and Mrs. Semmel seconded to approve the foregoing resolution Carried.

2. APPOINTING MEMBERS TO THE LIVINGSTON COUNTY COMMUNITY SERVICES BOARD AND THE MENTAL HEALTH SUBCOMMITTEE – ELAINE BUZZINOTTI & JANE BOURGOINE

RESOLVED, that the following members are hereby appointed to the Livingston County Community Services Board and Subcommittee for the terms designated:

Community Services Board			
Elaine Buzzinotti	3613 10th Street, Retsof, NY 14539	Board Member	8/1/15 – 7/31/17
Mental Health Subcommittee			
Jane Bourgoine	9114 Carney Hollow Road, Wayland, NY 14572	DSS-Replacing Audrey Rapp	8/1/15-7/31/17

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

3. AMENDING THE 2015 DEPARTMENT HEAD SALARY SCHEDULE: DEPARTMENT OF HEALTH

RESOLVED, that the 2015 Department Head Salary Schedule is amended as follows:

CREATE ONE FULL-TIME DEPUTY DIRECTOR OF PUBLIC HEALTH AND REFERING THE MATTER TO THE WAYS AND MEANS COMMITTEE

Ms. Rodriguez explained that the purpose of this position is that they will not continue to have two financial manager positions that they currently have.

EXECUTIVE SESSION

Motion made by Mrs. Semmel and seconded by Mr. Gott that the Committee adjourn and reconvene and All Supervisors, County Administrator Ian M. Coyle, Clerk of the Board remain present. Carried.

Mr. Gott moved and Mr. LeFeber seconded that the Committee reconvened in regular session. The following report was presented.

The Human Services Committee having met in Executive Session, hereby reports as follows:

No action taken.

Motion: Mr. LeFeber moved and Mrs. Semmel seconded to create one full-time Deputy Director of Public Health and refer the matter to the Ways and Means Committee..... Carried.

There was discussion that Chris Taylor has been let go from the Council on Alcoholism and Substance Abuse of Livingston County. Ms. Rodriguez explained that she was informed of this just before the Community Services Board meeting and that they are recruiting a replacement. Mr. Coyle reported on correspondence he has had with board members and others on the transition.

Informational Item(s) Written Only

- Health Education is implementing the SHAPE Work plan for 2015
- The grand opening of the Wellness Area/Fitness Center on July 13 was well attended and well received, usage has increased by 50%
- Evaluating usage of the new walking trails at the Avon Driving Park
- Collaborating Village of Geneseo regarding walking trail and exercise stations at Highland Park, press release submitted to Genesee Sun
- Liz Green, Violence Prevention Coordinator, analyzing school data for evaluation of Second Step Curriculum, developing parent resource guide, meeting with school administrators regarding violence prevention initiatives and developing SMART objectives for the school year
- PIP- Increase number of clients who make and keep appointments RHC Mt. Morris Clinic- outreach and media plan implemented including refer a friend
- RHC Health Educator is developing a resource guide regarding reproductive life plan and local resources for MICHC
- Baby Cafe outreach and media plan implemented, grand opening August 13, 1-3, at GCC in Dansville
- CASA supervisor acclimating to new role at the mental health clinic
- The new Community Health Assessment will be due, in collaboration with NOYES hospital, in 2016
- We are planning a training for the Coroners on September 9, 2015
- Our new RHC EHR was implemented August 1

CENTER FOR NURSING & REHABILITATION – FRANK BASSETT

Pre-approved Informational Item(s) To Be Reported

1. 2014 Audited Financial Statements –The Bonadio Group has finalized the CNR’s audited financial statements for presentation at the August Committee meeting. Barbara Keefe, Director of Fiscal Services will be joined by Bonadio Group staff Janine Mangione, Partner and Kelley Demonte, Principal. Mr. Bassett introduced Janine Mangione and Kelley Demonte from Bonadio Group to the Committee and explained that they have completed their first engagement providing this service to the CNR. The audited financial statement packet was distributed. Ms. Demonte explained that the report encompasses three sections; the presentation, which is what they will speak to today, the management letter and the last section is the issued financial statements. She reviewed the pages that are required communications and disclosures by industry standards and proceeded to review the presentation for the committee. Ms. Demonte explained that they did make a \$468,000 prior period adjustment for some old Medicare Part B accounts receivables. Because the items were so old they felt they should be reflected in the prior period to which they relate. This was the only item that was documented in the management letter. Management is taking corrective action. Mr. Bassett explained that the accounts receivables involved date back as far as 2012 and were related to a billing software issue. Ms. Keefe explained that they are working with the software vendor to correct the billing issue and will be streamlining their process. Ms. Keefe explained that once the software vendor corrects the billing file her staff would be able to bill other insurers electronically for Medicare Part B from that point on as well. The change in her office staff will also improve the process. Her new Finance Supervisor has been very helpful and has learned so much in the 5 weeks since she came on board. The next adjustment listed is considered to be a claim adjustment represents \$1.6M worth of entries. They did have one adjustment for \$32K with this same issue, but relating to

more current services. Ms. Demonte reviewed highlights and benchmarks, including the peer comparison for the CNR. The cash position of the facility is very strong right now; up significantly since last year. Resident's accounts receivables increased a little bit year over year on a gross basis, which is consistent with the revenue increases. On a net basis days in accounts receivable went up slightly year over year due to the doubtful accounts. Days in A/R at 78 are still below the peer benchmark. Want this to be between 60-80 days. Because we are dependent on our government payers, we have no control over this. On average we are in-line with our peer percent. IGT receivable varies by the date that the payments come in. Capital assets went down significantly due to depreciation. There were no new bonds this year and no increases to debt. Revenue per day this year was \$255 compared to \$249 last year. Payments by Medicare increased about \$28/day year over year. This is because of the facility's direct effort to increase and streamline the case mix, which allowed the reimbursement to be at a higher rate. There is a 4.6% decrease in expenses year over year. The cost for the facility to operate per resident per day is very efficient. That cost is \$307 this year and \$322 last year. \$344 is the average for a peer public facility. Benefits is a percent of salary and at 65%, it has dropped considerably this year as a function of the workers comp drop. This was a very strong year financially for the facility.

Ms. Mangione explained that Managed Long Term Care became effective July 1 and is here to stay. It is definitely going to cause some issues with cash flow. CNR was able to negotiate an amount that was 10% over the benchmark rate, which was awesome. The plans have really held firm to the benchmark rates. While we want the dollars there, it is also important to get the billing processes down so that we can manage all of the different payers. That is going to be challenging. Mr. Bassett reported on the negotiations to get the highest rate possible from the various insurance companies.

Ms. Mangione reviewed the universal settlement process and how the amount was determined. This is behind schedule, but they are hoping to see a payment in 2015. The downside is that the payment may be done over a five-year period and it has to be appropriated each year. The settlement amount for Livingston County's outstanding Medicaid Rate Appeals is ~\$1.6M.

ICD-10 is expected to cause issues with the large increase in the number of new codes and how they need to be submitted. Mr. Bassett explained how the software vendor will be shutting down the entire software package for all users for one business day in order to do all of the updates to the system and make sure it still works properly with the new codes. Ms. Mangione explained that there is a very small grace period, but ICD-10 is not going away.

Ms. Mangione explained that there are some ACA recording requirements due for 2015. Mr. Bassett reported that there are 23 employees that will need to be offered health insurance at the end of the benchmarking period. Mr. Coyle explained that there are 27 employees throughout the entire county. These employees will be offered healthcare, but the cost to them is at 100% County cost.

Mr. Bassett explained how he is preparing for the challenges that will be faced over the next year to preserve and grow revenues, manage expenses and continuing capital projects to preserve the capital component of the Medicaid rate. Mr. Bassett thanked Bonadio group. He much appreciated the format and the benchmarking demonstrated during the audit process. He also thanked Barbara Keefe and Steve Woodruff. They have a staff that is challenged every day to put effective strategies into place.

2. FINANCIAL/OPERATIONAL UPDATES:

- a.) Occupancy- As of July 29, occupancy was 98.6% for the month, YTD 98.6%. Occupancy remains very strong. He has received some benchmarking information with 40 facilities and we remain very strong.
- b.) Cash Flow – The CNR's Cash Flow Report as of July 24 reflects \$15,748,513 in reserves.
- c.) Budget Variance – The May 2015 budget variance reports are attached and will be discussed at the committee meeting. Mr. Bassett reviewed the reports distributed to the Committee for discussion. The average Medicare rate increased in May. It remains a struggle to keep those beds in play, especially

when we receive chronic care requests. Gains, partially in the workers compensation arena will show. Mr. Bassett reported on a claim that was settled for \$65,000 instead of \$300,000.

Mr. Bassett invited the Committee to the annual carnival on August 26 held at Al Lorenz Park. This is a wonderful event for residents, families and staff. 540 meals were served last year.

Informational Item(s) Written Only

1. Reports - Absenteeism & Mandation, Agency Use, Hours Worked, Report Card
2. Courtyards Project – A contract for repair of two roof areas was awarded to Elmer Davis. Work is anticipated to be completed the second or third week of August if a contract is executed timely. Valley View is aware of the roof repair schedule and will mobilize materials in the next few weeks to be prepared to finish installation of the new courtyard surface.
3. Flooring Project- ProCarpet resumed installation of floor finishes on Monday July 13. Currently two bathrooms are being completed per day, the schedule will be revised the week of 8/3 to complete up to four bathrooms per day. Residents affected by the work have been displaced for approximately three hours per bathroom.
4. Nurse Aide Training – Advertisements will be placed in August to begin recruiting participants for the next Nurse Aide training program being held October 5 – November 13. Director Ryan Snyder and John Jaeger from the Workforce Development Office have become integral to the program's success.
5. Annual Carnival – Board Members and the County Administrator are welcome to join CNR staff, residents and family members for the annual carnival on August 26 from 10 a.m. to 2 p.m. This major event is highly anticipated by residents and staff alike.
6. 2016 Budget Preparation - Director Bassett and Director of Fiscal Services, Barbara Keefe have begun budget preparations. A request to increase the CNR Private Daily Room Rate effective January 1, 2016 will be presented at the Committee's September meeting.
7. Career Exploration Camp – The CNR hosted sixteen 14 and 15 year old participants of the Office of Workforce Development's Career Exploration Camp on July 30. Various healthcare professions provided an overview of their respective role and hands-on opportunities for participants to experience use of some of the technology and equipment used at the CNR to deliver care.
8. Fiscal Office Vacancies Filled – The Finance Supervisor and Account Clerk vacancies have been filled.

Mr. Coyle reported that budget meetings began this morning with DSS. We may be the closest ever to no change year to year. There was a discussion on the other town budget processes.

ADJOURNMENT

Mrs. Semmel moved and Mr. Gott seconded to adjourn the meeting at 10:12 a.m.

Respectfully submitted,

Michele R. Rees
Clerk of the Board