

**HUMAN SERVICES COMMITTEE MEETING MINUTES**  
**TUESDAY, AUGUST 6, 2013**  
**1:30 P.M.**

PRESENT: P. Yendell, G. Levey, L. Semmel, J. Merrick, W. Wadsworth, Other Supervisors Present: C. DiPasquale, E. Gott, D. Mahus, I. Coyle

ABSENT: I. Davis, B. Donohue

Mr. Yendell explained that there are only five Public Services Committee members in attendance today and that any action item will require all five members to vote.

**COUNTY ADMINISTRATOR – IAN COYLE & JENNIFER RODRIGUEZ**

- Mr. Merrick asked that the County Administrator begin with his comments. Mr. Coyle reviewed the actions that resulted in the County's decision to develop an RFP to recommend selling the operating certificate of the Livingston County Certified Home Health Agency to VNA of Western New York.
- State Aid was removed in 2008-2009. The state lifted the moratorium on operating certificates. Right now Livingston County CHHA is one of two agencies in the county and that will soon change to 3 with the entry of VNS. We forecast threats to the sustainability of our program.
- RFP process-The Board voted in April to solicit proposals for the CHHA operating certificate. Mr. Coyle met with the Department of Health staff and explained the Board's decision and timeline. An RFP Committee was established and made up of Drs. Flender and Hanson of the Board of Health, Jennifer Rodriguez and Ian Coyle, Pete Yendell, Jim Merrick and Will Wadsworth of the Board of Supervisors. The Committee had a unanimous recommendation to go with Visiting Nursing Association of Western New York, Inc. (VNA).
- There was a vetting of the preferred respondent, meetings, conference calls, reference checks, document reviews and the like - which led to the recommendation today, which is in front of you for consideration. VNA started in 1885. They are the oldest operating home care agency in the United States. They operate as a not-for-profit. They are accredited by the Community Health Accreditation Program. Most nursing employees are unionized with CWA Local 1122. They have branch offices in seven counties. They have sound financial performance. They have strong operating performance with respect to service records. Their patient satisfaction ratings are at 98% satisfaction levels. They had charity care for 300 patients in 2012. They recently transitioned successfully in Steuben and Wyoming counties. They provide additional services that we presently do not have in Livingston County.
- Three main goals considered by the Board were centered on care, staff impacts and budget/financial considerations. We met all three goals.
  - Care – The overall position of the Board is that care cannot be compromised. VNA care records are very favorable in terms of review against those of the County CHHA. We have proposed a transition council to assure that continuity of care is paramount and front and center. VNA has a recognizable and substantial charity care percentage effort.
  - Staff Transition – VNA has offered to employ all otherwise laid off or displaced staff. There is also the possibility of bridges to County employment if there are positions that these individuals are qualified for at the CNR and other places at the County.
  - Budget/Financial – This is the value for the certificate and the budget effect. It is a \$1M offering that can be used in any capacity and any manner of which we deem necessary. It is the removal of the ongoing County contribution allocation. As part of the process, we will get \$250,000 up front on the signing of the document.
- Facts and Opinions – NYS government changed the game with respect to the delivery of home care in the State. They took away the state aid which helped mask some operational losses if it was just a straight profit and loss review. Finally, just last week on August 1, the state approved Visiting Nurse Services of Monroe County, which brings the total to three in-county providers in Livingston County. The fact is that the County

is running the program at a deficit. Mr. Coyle read from a Venesky Cost Report, our auditors that show for the last five years, a direct expense of \$163,000 and an indirect expense of \$421,000 per year. The VNA care record and the objective assessments that you can use to do a comparison between the two agencies are as good, and sometimes better in some categories, than Livingston County. There are 22 categories in the quality of patient care in that review. In seven, Livingston County is better, in five they are even and in ten VNA is better. It is also worth noting that re-hospitalization rates are lower with VNA. Neither the County Administrator nor the Board of Supervisors are questioning the care that is provided by Livingston County and its' employees. Mr. Coyle stated that he has never questioned that and never will. Those objecting to the sale have called into question the care record of the VNA through communications and contacts, which is why he referenced it here today.

- Mr. Coyle's recommendation – His opinions are based on fact and historical record. We will continue to see operating losses. Revenues will decline as benefit expenses increase. We will be at a competitive disadvantage with, three agencies now in the County as our piece of the pie shrinks and we lose market share. If we do not move now, we will lose an opportunity to continue employment for otherwise laid off staff without options. We will lose an opportunity to maximize value for our operating certificate. And we will lose an opportunity to assure a stable, sound agency comes into the County that we directed and controlled the process. Mr. Coyle's recommendation is that it is in the best interest of our taxpayers, our employees and our residents to sell our certificate to VNA.
- Next Steps – The finalization of this sale is not complete until the Board of Supervisors hears the matter today and considers a vote by resolution that is slated for August 28, 2013. What we are doing today is similar to the budget processes that the County follows that is prescribed under County law in respect to committee action, public hearing and then the formal board vote. Today, for consideration at the Human Services meeting, is to advance this matter to the Ways and Means meeting. Ways and Means will do the same thing next Monday and consider advancing the matter to the Board of Supervisors. There is a public session scheduled on August 14 with consideration and approval at the Board of Supervisors meeting on August 28 for a final vote should the other timeline steps carryout. Obviously, we are hearing the worst of the comments with respect to the service conditions and substandard service allegations of non-county providers, so we certainly know that you will be hearing that if you have not already done so. Mr. Coyle feels that you will be led to believe that patients will fall through the cracks, the indigent will not receive care and patients will need to wait long periods of time for care. I personally think more of our people and our supervisors that collectively we will not let that happen. We don't stand for it now with nursing facility care and non-public facilities in the county. We don't stand for it now with pre-hospital care with private and non-county ambulatory providers. We don't stand for it now with inpatient and outpatient treatment at Noyes, Strong and the vast number of non county health care providers. "I for one have no reason to believe such alleged imminent substandard service would be tolerated if it was to occur, let alone enabled by our residents and our town supervisors."

Mr. Yendell asked if there were any questions.

Mrs. Semmel questioned that there are already three providers working in Livingston County that would take areas where CHHA would be doing home aid. Mr. Coyle explained that presently there are two, of which Livingston County is one with Lifetime Care as the other. On the August 1 the state approved the entry into our market of another provider. Mrs. Semmel explained that anyone she has talked to states that we go any time, day or night. Is that something that Lifetime does? Is there a timeline if someone needs care in the middle of night? Lifetime's practices are unknown. Jen Rodriguez explained that Livingston County has an on call service.

Mr. DiPasquale questioned if the same nurses will be attending the same patients. Many patients feel more comfortably dealing with the same person. Mr. Coyle explained that he is uncertain at this time, but it is possible. Jen Rodriguez explained that right now they do try to use the same nurse in the same part of the County. If an agency were to purchase the certificate it would depend on whether or not the current nurse became an employee of that company and then it would be based on that agencies staffing pattern.

Mr. Gott questioned whether we can guarantee a specific timeframe so that our employees would not get displaced at a later date. Is there a way to put a term into a requirement of sale? Mr. Coyle could not confirm that and Mr. Gott asked if it were possible to put a term length into the deal before we sell? Mr. Yendell stated that this possibility exists, even in the current situation, as you have that third provider come into the county and they start taking business away from the county, we won't need as many employees. Mr. Gott explained that he feels that is what will happen and we will be out of business before long. There was discussion regarding communications with the previous Public Health Director when the state decided to lift the moratorium expressing concern if another health care provider moves into the County.

Mr. Coyle related an email statement from Mrs. Donohue for the committee record in support of the sale expressly as it can not survive the influx of other agencies into the county which will soon occur. Mr. Yendell related his experiences at Kodak Human Resources during periods of downsizing and stated that it is better to do what you have to do and move on instead of piece by piece. VNA has been in business for 120 years and he does not think they are a fly by night organization.

Mr. Gott explained that this is not being approved today, but getting referred to the Ways and Means Committee. Mr. Levey related a recommendation question from an employee regarding the referral network for VNA being in the Buffalo area and the unlikely event that a third affiliate will get the referrals from Strong. Mr. Coyle explained that VNA has a strong referral network in rural counties.

**Action Item(s) To Be Reported**

**1. APPROVING THE SALE OF THE OPERATING CERTIFICATE OF THE LIVINGSTON COUNTY CERTIFIED HOME HEALTH AGENCY (CHHA) TO VISITING NURSING ASSOCIATION OF WESTERN NEW YORK, INC.**

WHEREAS, Livingston County solicited a Request for Proposal for the sale of Livingston County's operating certificate for the CHHA; and

WHEREAS, two proposals were received in response to the Request for Proposal; and

WHEREAS, the proposals were reviewed by the CHHA RFP review committee, consisting of the County Administrator Ian Coyle, Joan Flender, MD, Jeffrey Hanson, MD, James Merrick, William Wadsworth, J. Peter Yendell and Jennifer Rodriguez, Director of Public Health, which unanimously recommended the proposal of the Visiting Nursing Association of Western New York, Inc. (VNA); and

WHEREAS, the proposals were reviewed by the Human Services Committee and the Committee concurs in the recommendation to sell the operating certificate to VNA, now therefore be it

RESOLVED, that the Human Services Committee of the Livingston County Board of Supervisors approves the agreement for the sale of the CHHA operating certificate to VNA for \$1,000,000.00 and refers the matter to the Ways and Means Committee of the Livingston County Board of Supervisors.

*Motion: Mr. Wadsworth moved and Mr. Merrick seconded approves the agreement for the sale of the CHHA operating certificate to VNA for \$1,000,000.00 and refer the matter to the Ways and Means Committee. Ayes – Levey, Merrick, Wadsworth, Yendell; Noes - Semmel; Absent – Davis, Donohue; Carried.*

**DEPARTMENT OF HEALTH – JENNIFER RODRIGUEZ (1 Attachment)**

**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 DEPARTMENT OF HEALTH: HEALTH RESEARCH INC., NEW YORK STATE DEPARTMENT OF HEALTH**

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 Health, according to the term(s) designated, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
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Ki Whaley  
150 Broadway, Suite 560  
Menands, NY 12204

For: Public Health Emergency Preparedness Program

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>	
Health Research Inc.	0	Yes	No

Director's Comments:

This five-year contract is for Emergency Preparedness.

**New York State Department Of Health** 4/1/13-3/31/18 \$181,125

Pat Burl  
Bureau of Community Environmental Health  
& Food Protection  
ESP, Corning Tower, Room 1395  
Albany, NY 12237

For: Tobacco Enforcement Program (ATUPA)

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>	
New York State Department of Health	0	Yes	No

Director's Comments: This contract provides for enforcement to assure that tobacco products are not sold to minors in Livingston County establishments. This multi-year contract is broken down into \$32,225 4/1/13-3/31/14; \$34,225 4/1/14-3/31/15; \$36,225 4/1/15-3/31/16; \$38,225 4/1/16-3/31/17 and \$40,225 4/1/17-3/31/18.

**New York State Department of Health** 10/1/13-9/30/14 \$570,760

Roberta Hayward, Director  
Division of Nutrition  
150 Broadway, Suite 650  
Albany, NY 12204-2719

For: WIC Program

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>	
New York State Department of Health	0	Yes	No

Director's Comments: This contract provides nutrition supplements to qualified prenatals, infants and children under the age of five.

Ms. Rodriguez reviewed the above contracts for approval.

*Motion: Mr. Merrick moved and Mr. Levey seconded to approve the foregoing resolution..... Carried.*

**Informational Item(s) Written Only**

1. Preventive Services Monthly Report is attached for your review.
2. We have completed community forums for our Community Health Assessment and will now begin targeted focus groups for mental health and senior nutrition sites.

**MENTAL HEALTH – RODNEY CORRY**

**Action Item(s) To Be Reported**

**1. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO AWARD BID FOR LIVINGSTON COUNTY MENTAL HEALTH SERVICES FOR PURCHASE OF VEHICLE – HOSELTON CHEVROLET**

WHEREAS, after the proper legal advertisement seeking bids for the purchase of a full size sedan, six bids were received and opened on July 3, 2013, now, therefore, be it

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is authorized to sign the following contract, which is hereby accepted as the lowest responsible bid, subject to review by the County Attorney and County Administrator:

Contract  
**Hoselton Chevrolet**

Amount  
\$18,899.00

909 Fairport Road

East Rochester, NY 14445

For: 2014 Chevrolet Impala LS

Director's Comments: This vehicle is being purchased to replace the current case management vehicle, a 2001 Chevrolet Astro van that has become unreliable and is not safe for staff or client transport. Mr. Corry reviewed the above need for the vehicle bid.

*Motion: Mrs. Semmel moved and Mr. Levey seconded the foregoing resolution.....Carried.*

**Pre-approved Informational Item(s) To Be Reported**

1. CREATION OF TWO PHYSICIAN POSITIONS AND TWO NURSE PRACTITIONER POSITIONS – Currently, our mental health clinic uses two part time contract psychiatrists (one 5 hours/week, one 10 hours/week) and two part time contract psychiatric nurse practitioners (one 9 hours/week, one 24 hours/week) to provide required treatment, medication monitoring and treatment plan approvals. The current request is to create part time positions to eliminate the need to contract for these services. It is anticipated that our existing contractors will move into the corresponding new part time positions. Salary recommendations are \$165/hour for psychiatrists and \$79/hour for Nurse Practitioners; these recommendations are based upon current contract rates and our desire to retain existing staff.

Mr. Corry explained his need for these positions. Mr. Coyle reviewed the Wayne County IRS audit findings regarding county positions versus contracted personnel.

*MOTION: Mr. Merrick moved and Mrs. Semmel seconded to create two part time physician positions at a salary rate of \$165/hour and two part time nurse practitioner positions at a salary rate of \$79/hour and refer same to the Ways and Means Committee. Carried.*

**DEPARTMENT OF SOCIAL SERVICES – DIANE DEANE (1 ATTACHMENT)**

**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 DEPARTMENT OF SOCIAL SERVICE: AVON, DANSVILLE & LIVONIA SCHOOLS**

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 Social Services, according to the term(s) designated, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
<b>Avon, Dansville &amp; Livonia Schools</b>	9/1/13-8/31/14	

For: School Based Preventive Case Management including services for children and their families which are supportive and rehabilitative.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>		
60% Federal/State Preventive Funding – Schools pay local share of 40%	0%	Yes	X	No

Mrs. Deane explained that this is for the new school year and that the 40% local share is paid by the schools.

*Motion: Mr. Wadsworth moved and Mr. Levey seconded to approve the foregoing resolution .....Carried.*

**Informational Item(s) Written Only**

1. Status Reports
  - a. Statement of Appropriations, Expenditures & Balances (Monthly) (June)
  - b. Employment – Entries Into in Order of Hire (Monthly) (June)

Name of	Town or	# of	Category &	Hours per	Part-time	Hourly	Job
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<b>Employer</b>	<b>City</b>	<b>Hires</b>	<b>Status</b>	<b>Wk.</b>	<b>Full-time</b>	<b>Wage</b>	<b>Title</b>
RPCN Dental	Mt. Morris	1	FA REC.	20	PT	12.00	Dental Assistant
Allen Bailey Tag & Label	Caledonia	1	FA REC.	40	FT	11.50	Purchasing Assistant
Leisure's Restaurant	Lakeville	1	FA REC.	16	PT	7.50	Dish Washer
Batavia Home Care	Batavia	1	FA REC.	24	PT	16.00	Care Giver
Painting Co.	Lima	1	SN REC.	40	FT	7.25	Painter
Wegmans	Geneseo	1	FA REC.	15	PT	9.25	Cashier
County CNR	Mt. Morris	1	FA REC.	30	PT	28.06	R.N.
Little Italy	Piffard	1	FA REC.	20	PT	7.45	Cashier-Cook
Honeoye Falls Marketplace	Honeoye Falls	1	FA REC.	20	PT	7.25	Clerk
Finger Lakes DDSO	Rochester	1	FA REC.	40	FT	14.02	Aide
Coast Professionals	Geneseo	1	FA REC.	40	FT	12.00	Collector
Dollar General	Livonia	1	SN REC.	13	PT	7.25	Clerk
Marten's Janitorial Service	Rochester	1	SN REC.	14	PT	8.50	Janitor
Home Care Plus	Rochester	1	FA REC.	40	FT	9.00	Home Health Aide

**14**

**Total Number of Clients**

	<b>FT</b>	<b>PT</b>	<b>Total</b>
SN Applicants	0	0	0
SN Recipients	1	2	3
FA Applicants	0	0	0
FA Recipients	4	7	11
<b>Total</b>	5	9	14

	<b>Jan</b>	<b>Feb</b>	<b>Mar</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>
<b>Entries to Employment total</b>	12	12	14	15	24	14
<b>Recipients with Paid Employment</b>	56	58	73	70	85	73

c. Financial Assistance Program Statistics (Monthly) (June)

**Temporary Assistance Cases:**

**Up 13.8% since Jan 1.**

Family Assistance	379
Safety Net	345
<b>Total</b>	<b>724</b>

**Medicaid Cases:**

Community	3999
Chronic Care	242
Foster Care	141
SSI	1241
<b>Total</b>	<b>5623</b>

**Medicaid Individuals (Monthly Premium):**

These Individuals are in one of the above Temporary Assistance or Medicaid cases.

Managed Care	5969
Family Health Plus	1505
<b>Total</b>	<b>7474</b>

**Food Stamp Cases Up 3.8% since Jan 1**

**3305**

**Child Care Cases**

**172**

d. Foster Care Services (Quarterly) (June)

MONTH	TOTAL # OF CHILDREN RECEIVING SERVICES AT BEG. OF MONTH	TOTAL # OF CHILDREN PLACED DURING THE MONTH	TOTAL # OF CHILDREN DISCHARGED DURING THE MONTH	TOTAL # OF CHILDREN RECEIVING SERVICES AT END OF MONTH	# OF CHILDREN IN ADOPTIVE PLACEMENT	# OF CHILDREN IN FOSTER CARE HOMES	# OF CHILDREN IN RESIDENTIAL PLACEMENT	TOTAL # OF CHILDREN IN DSS CUSTODY END OF MONTH
JAN	47	3	0	50	2	30	10	42
FEB	50	5	1	54	2	34	9	45
MAR	54	4	0	58	2	37	8	47
APR	58	1	4	55	2	38	8	48
MAY	55	4	2	57	2	41	8	51
JUN	57	2	1	58	3	39	7	49
JULY								
AUG								
SEPT								
OCT								
NOV								
DEC								
AVG.	54	3	1	55	2	37	8	47

As of June 30, 2013 we have 40 Certified Foster Homes.

e. Child Protective Services (Quarterly) (June)

1. **NUMBER OF REPORTS RECEIVED BY MONTH/YEAR:**

(Includes secondary reports and cases transferred from other Counties)

	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>
a) January	93	79	89	70	76	59
February	57	74	66	58	64	67
March	78	100	89	102	60	60
April	80	82	88	70	62	70
May	70	89	100	104	67	74
June	87	77	84	81	72	63
July	52	71	85	58	53	
August	69	82	70	71	58	
September	77	75	61	86	58	
October	82	79	85	80	63	
November	87	88	51	59	45	
December	74	71	67	68	48	

b) To Date

Total Reports	485	401	393
Avg./Month			66

c) For Previous Years

Total Reports	906	967	935	907	726
Avg./Month	76	81	78	76	61

2. **REMOVALS -- JUNE 2013**

	<u>Current</u> <u>Month</u>	<u>Last</u> <u>Month</u>	<u>Year</u> <u>to</u> <u>Date</u>	<u>Monthly</u> <u>Avg.</u> <u>to Date</u>
a) Removals (Children)	3	3	13	2
1. Employees hired, resigned or retired in July:				
Kelly Monteleone Hired	Case Management Aide	Avon	7/8/13	
Denise Bentley Retired	Transportation Broker	Mt. Morris	7/19/13	
Denise had 34+ years with the County				
2. Medical Transportation has been assumed by Medical Answering Services (MAS) out of Syracuse as of August 1, 2013.				
3. Auditors from the Office of the State Comptroller were in the Agency the week of July 29 for a Child Protective Services program audit.				
4. Livingston County has been accepted into the Medicaid Enrollment Center. This partnership will begin with training in September and will affect renewals for December 1. The Enrollment Center will process renewals (recertifications) from our caseload.				
5. The State Dept of Health's Medicaid Director reported out at the New York Public Welfare Association meeting last month that they are poised to open the Exchange on October 1, 2013. This is the first step in taking actual cases away from local departments of Social Services effective Jan 1, 2014. Citizens will apply for health insurance through the Exchange and those cases that are appropriate for local districts will be referred to County Department of Social Services for case management. Navigators have been announced. These entities will provide in-person enrollment assistance to individuals, families, small businesses and their employees who apply for health insurance through the Exchange. In Livingston County these entities are Legal Assistance of Western New York/Community Service Society Navigator Network, and Coordinated Care Services Inc.				

**WORKFORCE DEVELOPMENT - RYAN SNYDER**

**Action Item(s) To Be Reported**

**1. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING COMMUNITY SERVICES BLOCK GRANT CONTRACT AND ANY AMENDMENTS FOR THE LIVINGSTON COUNTY WORKFORCE DEVELOPMENT /YOUTH BUREAU: NEW YORK STATE DEPARTMENT OF STATE**

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

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
NYS Department of State One Commerce Plaza year) 99 Washington Ave. Albany, NY 12231	10/1/13 - 9/30/16	\$611,538 (\$203,846 /

For: Community Services Block Grant funding to provide services for low-income county residents.

<b>Funding Source</b>	<b>Local Share</b>	<b>Budgeted?</b>
N/A	25%	Yes

Director's Comments: The delegate agencies contribute more than 2/3 of the local share requirement. The rest is



comprised of space, salaries and tuition assistance.

Mr. Snyder explained that this is for the continuation of their three year program.

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

**Informational Item(s) Written Only**

1. Livingston County Unemployment Rate:

Year	March	April	May	Annual
2013	9.0	7.8	7.1	
2012	9.6	8.1	8.3	8.3
2011	9.0	7.9	7.4	8.0

*The Unemployment Rate for Livingston County decreased for the fourth consecutive month to 7.1% in May, with approximately 400 more residents reporting employment during this period. The local UI rate is slightly lower than the upstate New York average of 7.2%.*

2. Office of Workforce Development Activity Report

Activity	June 2013
Counselor Assisted Appointments	87
UI Eligibility Reviews	240
Adults/Youth in Training	52
Credentials Earned	6
Employer Recruitment Events	2
Employer Job Postings	28
Job Referrals	151
Job Placements	11
Pre-Hire Assessments	7
Workshop Attendees	109

3. Summer Youth Employment Program – Twenty-five youth completed weeklong job readiness training at GCC in Dansville prior to being hired for the Summer Youth Employment Program. The intensive thirty-hour program was unpaid and designed to test the commitment of the youth while developing the skills necessary to succeed in a job placement. Fifteen younger youth began a four week career exploration camp at BOCES which includes hands-on training along with field trips to area employers to introduce the youth to in-demand occupations in the County. Eight other youth began working at summer recreation programs and a mobile work crew of five youth is completing projects throughout the County.

4. CSBG Program – The CIC received seven proposals totaling nearly \$350,000 in new funding requests for projects intending to alleviate poverty in Livingston County. Five of the respondents were past or current delegate agencies and two were new providers from Monroe County. The CIC will be meeting on July 30<sup>th</sup> to rank the proposals and make allocation decisions. Selected projects will be awarded contracts for one year, with two optional one-year renewals. CSBF funding is anticipated to be reduced between 5.5% and 7.8% each year during the contract period.

5. Employment Program (DSS) – The Employment Program for individuals applying for or receiving public assistance introduced a new Work Search Club in July. The bi-weekly club requires applicants for public assistance to participate in a group discussion about techniques searching for work, while at the same time providing individualized appointments with Employment Counselors where work search records are verified. This new effort will ensure that applicants comply with work search requirements while their TA cases are pending. Through the first half of 2013, 156 individuals have attended the three-day employment workshop, with 108 completing the full program for a 69% completion rate. Through June 91 entries to employment have been reported.

6. CNA/HHA Training – The next CNA/HHA dual certification program is scheduled to begin on Wednesday October 2<sup>nd</sup>. Applications will be available at Workforce Development beginning on July 29<sup>th</sup> through the 16<sup>th</sup> of August. At least three spaces in the class have already been provided to applicants previously selected for the spring program, which was cancelled by FLCC. The sixteen candidates selected for the program will again be fully funded by Workforce Development with local match being provided through the Center for Nursing.

7. CORE Assessment – The NYS Dept of State will be conducting a three-day on-site review of the Community Service Block Grant in August that will monitor compliance with federal and State statutes for recertification of the program. The assessment is comprised of interviews, surveys, and document reviews conducted by a team of DOS monitors. This will be the first assessment that will be conducted at Workforce Development, following the transfer of the program in 2010. The results of the review will provide a framework for areas of improvement during the contract period.

9. Unemployment Insurance – Several new reforms for Unemployment Insurance were included in the 2013-2014 State Budget. Highlights include new anti-fraud measures that will assess a penalty on a claimant that fraudulently certifies for benefits, new work search requirements and increased minimum and maximum benefit rates beginning in October of 2014.

Upcoming Events: JobCorp Info. (8/7), CIC CORE (8/13-8/15), WIB (9/17), Youth Board (9/17).

**CENTER FOR NURSING & REHABILITATION – FRANK BASSETT (5 Attachments)**

**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 CENTER FOR NURSING AND REHABILITATION: HEALTH SYSTEMS SERVICES, MEDICAL SOLUTIONS, INC. VNSNY CHOICE, LATTIMORE OF GENESEO PHYSICAL THERAPY.**

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

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
<b>Health System Services, Ltd.</b> 6867 Williams Road Niagara Falls, New York 14304	9/1/13 – 8/31/15 w/ 3 additional one-year renewals at County sole option	Per Price Schedule

For: Medical Supplies for Non-Medicare Part A Covered Residents

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
Operating Budget	N/A	Yes X No

Director’s Comments:

See attached recommendation. Services under contract are principally to Medicaid residents with Medicare Part B benefits to cover medical supply costs. The CNR has the option to utilize contract pricing for Medicare Part A beneficiaries where savings can be attained.

<b>Medical Solutions, Inc.</b> 135 West Ridge Road Rochester, New York 14617	7/1/13 – 6/30/14	Per Rate Schedule
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For: Supplemental Staffing

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
Operating Budget	N/A	Yes X No

Director’s Comments:

Supplemental staffing option for Registered Nurse and Charge Nurse needs when facility personnel are not available. Monies are budgeted.

<b>VNSNY CHOICE</b> 1250 Broadway, 11 <sup>th</sup> Floor	9/1/13 – 8/31/15	110% of Medicaid Rate
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New York, New York 10001

For: Adult Day Health Care Program

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
Operating Budget	N/A	Yes No

Director's Comments:

Medicaid Managed Long Term Care Program (MLTCP) enrollment option for Medicaid beneficiaries attending the CNR's medical model Adult Day Health Care Program. Over the next 12 months all Medicaid beneficiaries will be enrolled in a MLTCP as part of a cost containment strategy of the NYS Department of Health. The Director was able to negotiate 110% of the Medicaid rate as the contract basis.

**Lattimore of Geneseo Physical Therapy** 9/1/13 – 8/31/16 \$85.00/WSA

4577 Morgan View Road

Geneseo, New York 14454

For: Pre-Employment Work Skills Assessments

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
Operating Budget	N/A	Yes No

Director's Comments:

Lattimore Physical Therapy has provided Work Skills Assessments (WSA) as part of the CNR's pre-employment processing of LPN's, Nursing Assistants and Neighborhood Assistants. The WSA requires the applicant to demonstrate that they can perform the essential functions of the position as a contingency to proceeding to employment. Individuals that fail the WSA are not hired. The program is designed to establish a baseline of physical function at the time of hire and to prevent employment of individuals that cannot physically do the job. The program has been in place since 2010, the rate of \$85.00 per WSA is unchanged since inception of the program. Mr. Bassett distributed his packet for review and discussion. Mr. Bassett reviewed the above contracts for approval.

*Motion: Mr. Wadsworth moved and Mr. Levey seconded .....Carried.*

**2. PROCLAIMING THE WEEK OF SEPTEMBER 15-21, 2013 AS ADULT DAY SERVICES WEEK IN LIVINGSTON COUNTY IN CELEBRATION OF NATIONAL ADULT DAY SERVICES WEEK**

WHEREAS, adult day health care centers at the local, state and national level provide vital medical care, including medication monitoring, therapies, nutritional counseling, and health education, and provide invaluable opportunities for social interaction to disabled elderly Americans; and

WHEREAS, the medical model adult day health care center, located at the Livingston County Center for Nursing and Rehabilitation, known as the Garden of Life, is the only adult day health care program in Livingston County and it delivers care and services of the highest quality to Livingston County residents, now, therefore, be it

RESOLVED, that the Livingston County Board of Supervisors proclaims September 15-21, 2013 as Adult Day Services Week in Livingston County in honor of the valuable contributions Livingston County's Garden of Life Adult Day Health Care Program and its staff make to the quality of life in our county.

Director's Comments:

The CNR's Garden of Life Day program registrant enrollment has increased to approximately 80% of capacity. Registrant satisfaction is high and the program was deficiency free in its last two DOH certification surveys.

Mr. Bassett explained that the adult day care program has continued to see growth.

*Motion: Mr. Merrick moved and Mr. Levey seconded .....Carried.*

**Pre-approved Informational Item(s) To Be Reported** Approval from the County Administrator is necessary before submitting your Pre-approved Informational Item(s) to the Board office.

1. Presentation of 2012 Audited Financial Statements: Mary Charles and Kathleen Angelone of EFP Rotenberg presented an overview of the 2012 Financial Statements and Management Letter. Ms. Charles reviewed the financial statement for the committee. Ms. Angelone explained that Livingston County is right at the top as far as nursing homes go. Changes are coming in the future. The state is getting ready to turn over all nursing home Medicaid patients to managed care. State wide pricing rates will be going down each year. We are moving

toward the same rate for the same service. Many county facilities are going through analysis to determine whether they will stay in operation.

2. Financial/Operational Updates: Mr. Bassett distributed his 2012 Annual Report for review.
  - a.) Occupancy- July occupancy as of 7/29 was 99.1%. YTD the Center occupancy has averaged 98.85%.
  - b.) Cash Flow – The CNR’s Cash Flow Report as of July 26, 2013 reflects \$9,157,927.
  - c.) Budget Variance and Census – The May 2013 budget variance reports are attached and will be discussed at the committee meeting.

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**Informational Item(s) Written Only**

1. Reports - Absenteeism & Mandation, FMLA, Payroll Performance, Report Card
2. NYS Department of Health Re-Survey – The Center was resurveyed on July 16. The deficiency was deemed corrected and the Center is in substantial compliance for certification and participation in the Medicaid and Medicare Programs.
3. Electronic Health Record –The Computerized Physician Order Entry System (CPOE) and electronic Medication Administration Record (eMAR) are actively being planned for implementation. Progress with the vendor’s schedule is of greatest challenge. October 1 implementation is still targeted.
4. Medical Answering Service (MAS) – Registrant Medicaid medical transportation to the ADHC and other medical appointments will be coordinated by MAS effective August 1, 2013. The CNR and MAS met on July 30 to ensure an effective transition plan. No adverse service impacts are anticipated.
5. RN Recruitment & Vacancy – The CNR has filled the full-time evening shift Charge RN vacancy and per diem RN for night relief on the Transitional Care Unit (TCU). Per Diem Charge Nurse and RN needs remain for relief positions despite recruiting efforts including a recruitment open house, local advertising and an ad placed in the D&C in July. The Director will keep the committee apprised of progress in this area. Supplemental staffing through established contract agencies will be used only as last resorts.
6. Deputy Director of Long Term Care – Stephen Woodruff completed two years of service in July. He has performed well and demonstrated growth in the three core domains associated with the Deputy role: accounts receivables, workplace safety, and corporate compliance. Steve has worked with the fiscal staff and Director to improve procedures for A/R, contributed to improvements in the Center’s Criminal History Record Check procedures, implemented a Safety Subcommittee, and autonomously performs the Quality Improvement Review Process for resident accident/incident reports.
7. Annual Carnival - Mark your calendars: residents, registrants, staff and families will enjoy games, contests and a picnic on Wednesday, August 21 from 10 AM to 3 PM. As always, the parking lot will be converted to a carnival and there will be lots of children. Pie eating, Jeopardy and wheelchair racing will be among the contests.
8. Teleflora's "Make Someone Smile Week"– On July 24 FTD delivered 277 smiley face coffee mugs filled with flowers to be distributed to each Center resident. The project, coordinated by Dansville FTD franchise owner Rodney Johnson, was a great success. The Genesee Valley Pennysaver and WDNY provided media coverage. The Genesee Country Express and Livingston County News produced news articles about the event. The Robin & Billy T radio show on WDNY mentioned the project on their "Sunshine on a Cloudy Day" segment Thursday morning July 25.

**ADJOURNMENT**

The Committee meeting adjourned at 2:38 p.m.

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**OFFICE FOR THE AGING – KAAREN SMITH**

**Informational Item(s) Written Only**

1. Providing current information and assistance to our Livingston County residents is a primary focus of the Livingston County Office for the Aging. Meeting the mandates of the NY Connects initiative to provide the information and assistance services, the following trainings were attended by OFA Director and Staff as follows  
:

- a. April 30th: NYS Nursing Home Transition and Diversion Medicaid Waiver. Attended by the Director and all caseworkers.
  - b. May 9<sup>th</sup>: Noyes health training on the recent changes in Medicare payment of Observation Patient versus In-patient Hospital Stay. This training was provided by the Noyes Caregiver Resource Center (a program of the Office for the Aging Title III E grant funded contract) and attended by all OFA caseworkers.
  - c. June 4 - June 5 2013: Kaaren Smith, LCOFA Director and Deb Gage, Foster Grandparent Program Director attended the NY State Area Agencies on Aging Annual Training : Aging Concerns Unite Us. The training was held at the Desmond Hotel, Wolfe Road , Albany New York.  
June 18<sup>th</sup> Update on the NYS Medicaid Redesign initiative sponsored by the Finger Lakes Health Systems Agency ( Roc, NY). Attended by the Director and Aging Services Specialist, Anne DeMarte.
2. The Foster Grandparent program Grant was completed and electronically submitted to the Corporation for National and Community Services for grant period 7/1/13 – 6/30/14.
  3. The Director attended the Region 8 Western NY Caucus meeting on June 20 in Buffalo to meet with Melissa Fratello, WNY Regional Director for U.S, Senator Kirsten Gillibrand to provide testimony on impact recent sequestering of Title III C2 federal funds for Home Delivered Meals and Title III E funds have had on the residents and caregivers of Livingston County. Under sequestering, the LCOFA has lost \$1800 for home delivered meals, \$1500 for Caregiver respite services. The trend to target those programs that help us keep seniors home and safe and at a rate much less than premature placement in a nursing home and/or avoid an acute episode that results in a costly hospital care is disturbing.
  4. The Director is a participant on the Community Health Assessment Team jointly chaired by Livingston County DOH Director, Jennifer Rodriguez and Noyes Director of Community Services, Patty Piper. The first strategic meeting was held on June 28<sup>th</sup>.
  5. Senior Nutrition Program implementation of the EBT – SNAP (formerly Foodstamp) program has been completed. Training has been completed and all those residents 60 and over that are eligible to receive food stamps will be able to use their benefit to contribute to the congregate and home delivered meal program.
  6. Two Medicare 101 Workshops are scheduled and have been advertised in all area shoppers and pennysavers to provide information and assistance to interested residents. Workshops will be held on July 31<sup>st</sup> in the downstairs conference room of the Office for the Aging facility at 3 Murray Hill Drive in Mt. Morris, New York. Residents can choose the morning session (10 – 11:30 am) or afternoon (1:30 – 3 pm). There is no charge for this informative workshop. Workshop attendance is limited to 25 per session.
  7. The Annual Public Hearings on programs and services provided by the Livingston County Office for the Aging have been scheduled from 10 – 11:30 am at the following locations:
    - a. August 12, 2013: Mt. Morris Senior Nutrition Program, 23 State St., Mt. Morris, N.Y.
    - b. August 13, 2013: Avon Senior Nutrition Program, 74 Genesee St. (Village Bldg.), Avon, N.Y.
    - c. August 14, 2013: Dansville Senior Nutrition Program, 5 Chestnut St., Dansville , N.Y.
 Advertising has been submitted to all area shoppers and pennysavers to encourage public participation.
  8. Staff changes to report are:
    - a. Katie Black has been hired in the position of FT Caseworker Assistant
    - b. Carol Jones, PT Foster Grandparent Program Assistant Director retired effective July 18, 2013 after 14 years of dedicated service. She will remain active in her role as Ombudsman Volunteer.
  9. In kind services are being extended to the RSVP Coordinator, Kathy Wood by providing office space 5 days a week at the Office for the Aging as long as space allows. This allows the OFA to better coordinate volunteer opportunities for our area seniors. The Retired Senior Volunteer Program is sponsored by LIFESPAN (Roc.) and, through an extension grant to Livingston County, is now a volunteer opportunity extended to residents 55 and over regardless of income. RSVP is a program of the Corporation for National and Community Service that also funds the Foster Grandparent Program (sponsored by Livingston County) and the Senior Companion Program.
  10. First Quarter Program Summary Report for Fiscal Period 4/1/2013 – 7/24/2013
    - a. Total number of individuals service ( unduplicated county) = 1469
 

Age 60-75 yrs	=	710
Age 75 +	=	508

- Age 85 + = 251
- b. Poverty Level
  - 100 % (\$11,490 annually or under) = 163
  - 150% (\$17,235 annually) = 353
- c. Frail / Disabled (2-3 activities of daily living that are difficult to perform) = 430
- d. Live Alone = 375

**VETERAN SERVICES AGENCY – FRANK HOLLISTER**

**Informational Item(s) Written Only**

1. On July 10 & 11, 2013, I represented the American Legion, Department of New York at the Buffalo Regional Office, for several Board of Veteran Appeals hearings. Over the two-day period, seventeen veterans presented their cases during a teleconference with BVA judges in Washington, DC. The BVA will need to further develop some of the claims, which should be beneficial to the veterans.
2. From July 17, 2013 to July 20, 2013, I attended the American Legion Department of New York’s 95th Annual Convention, held in Niagara Falls, NY. On Wednesday, the Rehabilitation Committee discussed new initiatives presented by the VA and how we will address them. The Department has been pushing for an increase in membership dues, but the initial assessment of an \$8.00 increase was defeated on Thursday morning. The increase of dues was again addressed on Friday morning, with a \$5.00 increase proposed. This increase was passed. Also on Friday morning, this Service Officer was presented with/awarded the American Legion, Department of New York, Service Officer of The Year Award. This is indeed a great honor!
3. On July 14, 2013, I participated in an Outreach Program in conjunction with the Annual Car Show, at the Lima American Legion. I addressed numerous questions and made several future appointments for possible claims.
4. Several Service Officers plus representatives from the regional office were requested to attend important training on 07-31-2013 at the R.O. The VA is implementing another new program, Fully Developed Claims (FDCs). The proper forms to utilize were distributed and a power point was covered as to what information is needed when submitting a FDC. The projected time of completion for an FDC is 88 days, far less than the national average for a new claim of 288 days. Towards the end of our training, Retired General Allison Hickey, Undersecretary to the Department of Veteran Affairs, addressed those in attendance and discussed other new initiatives in the works. This was definitely a very informative training session.
5. More and more residents of Livingston County are becoming aware of veteran and surviving spouse benefits, which is beneficial to the budget of the County.

Respectfully submitted,

Michele R. Rees  
 Secretary to the County Administrator and County Attorney