

**HUMAN SERVICES COMMITTEE MEETING MINUTES
TUESDAY, SEPTEMBER 2, 2014
1:30 P.M.**

PRESENT: P. Yendell, L. Semmel, B. Donohue, E. Gott, D. LeFeber, I. Coyle, Angelique Santiago-Genesee Sun

ABSENT: B. Carman, I. Davis,

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 CONTRACT(S) FOR THE LIVINGSTON COUNTY DEPARTMENT OF HEALTH: SUNY GENESEO, DR. JENNIFER GRAHAM

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>
SUNY Geneseo 1 College Circle Geneseo, NY 14454 For: Student Internships	8/1/14 - ongoing	N/A

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>	
N/A	0%	Yes	No

Director's Comments:

This contract affords SUNY Geneseo students the opportunity for internships with the Department of Health.

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
Dr. Jennifer Graham Stony Brook Pediatrics 22 Red Jacket Street P.O. Box 499 Dansville, NY 14437 For: Medical Consultant	10/1/14 – 9/30/16	\$50.00 per hour \$200.00 per month minimum

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

Director's Comments:

This contract provides Medical Consultant Services for Reproductive Health

Ms. Rodriguez reviewed the contracts for approval.

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

2. AMENDING THE 2014 HOURLY EMPLOYEE SALARY SCHEDULE: DEPARTMENT OF HEALTH

RESOLVED, that the 2014 Hourly Employee Salary Schedule is amended as follows:

Convert one full-time Social Worker position to a part-time position at Public Health and referring the matter to the Ways and Means Committee.

Ms. Rodriguez explained that they are moving the funded 50% CHHA/Hospice. There is currently someone in the position. This person has been offered the part time position.

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

3. ESTABLISHING BILLING RATES FOR THE LIVINGSTON COUNTY DEPARTMENT OF HEALTH EFFECTIVE AUGUST 1, 2014.

WHEREAS, establishing a billing rate.

WHEREAS, the fees are based on the actual cost of the service, now, therefore, be it RESOLVED, that the following schedule of charges for the Livingston County Center for Preventive Services Tuberculosis Program be effective August 1, 2014.

Service	Billing UNIT	Effective 8/1/14
TUBERCULOSIS CASE MANAGEMENT T1016	15 minute	\$45.00
TUBERCULOSIS DIRECT OBSERVED THERAPY 40433	Weekly	\$245.00

Ms. Rodriguez explained that this is a change in their rates. Last year the rates were inconsistent with the rest of the state.

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

Informational Item(s) Written Only

1. CHIP Update:

- Baby Cafes to support and encourage new mothers to continue to breastfeed will be piloted in Dansville
- A toolkit regarding various policies (tobacco free outdoor, breastfeeding, healthy food and beverage options and physical activity) is currently being developed for worksites
- The Senior Public Health Educator and the Director of Community Services of Noyes Health provided an update regarding the CHIP to the Livingston County Human Service Committee.
- Farmer's Markets ads which include those participating in WIC vouchers will be placed in August and September to increase access to healthy foods among disparate populations
- A fall prevention initiative, including focus groups among seniors, media and outreach regarding fall prevention and a fall prevention event, is being developed and implemented for September.
- Plans for emergency preparedness month (September) and breast cancer awareness month (October) including a screening day with Noyes Health will be implemented
- Strengths, Weaknesses, Opportunities and Threats to be conducted with Livingston County Sexual Health and Maternal Child Health Coalitions on August 26 regarding maternal child health issues in the county.
- The Public Health Education Team is working with Hospice Staff to develop and implement Hospice Outreach Plan to increase utilization.
A media campaign regarding WIC is being implemented to increase the utilization of WIC.
- Our communicable disease team worked to improve communicable disease control reporting measures by participating in a quality improvement project coordinated by the State Health Department and it resulted in 12,000 funding. Livingston County Department of Health improved from a baseline achievement score of 91.16 to a final achievement score of 99.3 during the performance period. The Department will be awarded an incentive payment and funds will be utilized to support costs associated with Article 6 eligible services.
- We have hired a new clinical supervisor for community services.

MOTION TO MOVE: Mr. LeFeber moved and Mr. Gott seconded to move the two proclamations up in the agenda Carried.

VETERAN’S SERVICES AGENCY – IAN COYLE

Action Item(s) To Be Reported

1. **PROCLAIMING SEPTEMBER 19, 2014 AS NATIONAL POW/MIA RECOGNITION DAY**
WHEREAS, The Federal Government has designated September 19, 2014, as National POW/MIA Recognition Day, and

WHEREAS, numerous members of our Armed Forces are still listed as POW/MIAs, and we demand an accurate accounting of those listed as POW/MIAs, and

WHEREAS, the members of the Livingston County Board of Supervisors and the citizens of Livingston County strongly support our Veterans, who sacrificed so much to insure our freedom, now, therefore, be it

RESOLVED, that the Livingston County Board of Supervisors does hereby proclaim September 19, 2014, as National POW/MIA Recognition Day, and be it further

RESOLVED, that the Clerk of the Board is hereby directed to forward certified copies of this resolution to President Barrack H. Obama, U.S. Senators Charles E. Schumer and Kirsten E. Gillibrand, Congressman Chris Collins and all others deemed appropriate and necessary.

Mr. Coyle explained that this is an annual resolution.

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

Informational Item(s) Written Only

1. At the quarterly meeting of the Department of Veterans Affairs Volunteer Services Committee (VAVS), on August 6, 2014, at the Canandaigua VAMC, I represented Livingston County. Numerous topics were covered, including: the VAVS Program and the desperate need for more volunteers, Recreational Therapy Services, Discussion of the “Center of Excellence”, the Veterans Service Center/Eligibility, Behavioral Health, Medical VA Care, Geriatric & Extended Care & Rehabilitation, OEF/OIF/OND Program, the Women Veteran Program, Facilities Management and the Status of Projects, the Rochester Outpatient Clinic and the new Telehealth RV Unit.
2. The Annual CVSOA Conference was held at Sherrill, NY, on August 8, 2014. American Legion accredited Service Officers from throughout the state attended, in order to elect new officers and get briefed by state and Department of Veteran Affairs representatives. We were informed of new procedures being implemented by the VA, such as the 21-526EZ, 21-527EZ and the 21-534EZ, which will hopefully expedite the claims process and the push by the VA for all accredited representatives to apply for a PIV card, which enabled a Service Officer access to the federal VA Computer System.
3. On August 15, 2014, an Open House was held for the new Mobile Medical Unit, a 38 foot, self contained medical facility on wheels, which will provide primary care, lab draws, Behavioral Health via telehealth, audiology, physical therapy and VA Eligibility and Enrollment for VA health care services.

This Mobile Medical Unit will be available every Friday from approximately 9:00 a.m. until 4:00 p.m. for those veterans enrolled in the Canandaigua VAMC or Rochester Community Based Outpatient Clinic. Availability is by “appointment only with no walk-ins, at this time, and no emergency services.

OTHER – CHAIRMAN GOTT

1. PROCLAIMING THE MONTH OF OCTOBER, 2014, AS DOMESTIC/FAMILY VIOLENCE EDUCATION AND AWARENESS MONTH FOR LIVINGSTON COUNTY

WHEREAS, October is National Domestic Violence Awareness Month across the U.S., and Purple has been designated as the domestic violence color marker, and

WHEREAS, the issue of domestic/family violence is a major societal problem that costs the County government and taxpayers thousands of dollars each year and will only yield in part to continual focus and exposure by the County government, its affiliates and committees, and

WHEREAS, the Livingston County Domestic Violence Consortium and the Livingston County Domestic Violence Task Force fully support the implementation of this resolution in support of their collaborative efforts within the County, and

WHEREAS, the Education, Prevention and Awareness arm of Chances and Changes, Inc. demonstrates a partnership commitment to provide presentations and information to schools to educate kindergarten through college level students, many area public sector organizations, and emphasizes the need for exposure and training

for County businesses, especially their managers and supervisors on this difficult topic, and

WHEREAS, events and programs are offered by the County domestic/family violence agency, Chances and Changes, Inc. during October of each year in acknowledgement of this National Awareness Month, and include programs with and for SUNY Geneseo and other County students, community residents recognized by Partners In Change awards and other County activities such as candlelight vigils and Friends and Family Information Sessions; now, therefore, be it

RESOLVED, that the Livingston County Board of Supervisors does hereby proclaim the month of October 2014 as Domestic/Family Violence Education and Awareness Month for Livingston County.

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

CENTER FOR NURSING & REHABILITATION – FRANK BASSETT

Action Item(s) To Be Reported

1. PROCLAIMING THE WEEK OF SEPTEMBER 14-20, 2014 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 and 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 14-20, 2014 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 Adult Day Health Care Program is an alternative to nursing home placement for elderly and disabled persons. The 20-slot program currently has strong registrant attendance, 91% of program days are currently utilized. Program attendees can attend 1 to 5 days per week.

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

Pre-approved Informational Item(s) To Be Reported

1. Presentation of 2013 Audited Financial Statements:

Jordan Fritz and Kathleen Angelone of EFP Rotenberg will present an overview of the 2013 Financial Statements and Management Letter – J. Fritz reviewed each section of the audit packets distributed to the Committee. Mr. Bassett explained the increases in liability costs. Mr. Coyle highlighted the Workman's Compensation costs and explained why they showed an increase. There was discussion regarding the efficiencies and how the Livingston County nursing home is operated. There was discussion on what is going to happen with the capital component and the transition to managed care. We are facing a transition to managed care that will be difficult. Livingston County is well placed to weather this change. Ms. Angelone expressed her appreciation working with Livingston County over the years. It has been an honor working with Livingston County. Mr. Coyle expressed his appreciation in the work relationship with Rotenberg and specifically with Ms. Angelone.

2. Financial/Operational Updates:

a.) Occupancy- August occupancy as of 8/24 was 98.7%. YTD the Center occupancy has averaged 99.23%.

Mr. Bassett explained that there have been some calls on chronic care beds, which was expected. He is continuing to work on this.

b.) Cash Flow – The CNR’s Cash Flow Report as of August 25, 2014 reflects \$16,802,445. The 2013 Medicare cost report has been filed and accepted, this will result in release of approximately \$300,000. in pending Medicare monies owed to the CNR. Mr. Bassett expressed his thanks in authorizing the MMIS funds in order to match the IGT amount.

c.) Budget Variance and Census – The June 2014 budget variance reports are attached and will be discussed at the committee meeting. Mr. Bassett will be having the a projected Medicaid revenue amount included in upcoming months. In assembling the 2015 budget, Mr. Bassett is keeping track of actual hours and actual dollars spent.

The pharmacy bid will be going back out to bid after restructuring the drug specifications. Omnicare has agreed to extend the current contract to cover the new bid.

Informational Item(s) Written Only

1. Reports – Absenteeism, Mandation, FMLA, Payroll Performance, Work Related Injuries
2. NYS Department of Health Re-Survey – A letter was received from the NYS DOH dated August 8 indicating the facility had been deemed to be in substantial compliance and no re-survey would occur.
3. RN Recruitment – The CNR has filled the last two full time vacancies: day shift Charge Nurse and night shift Transitional Care Unit (TCU) RN. Per Diem Charge Nurse and RN needs remain for relief positions.
4. Assistant Director of Nursing (ADON) Vacancy – The ADON position has been advertised in the Democrat & Chronicle, listed on Career Builder.com and been posted. Interviews will be conducted in September and a candidate recommendation will be presented at the October meeting. Director of Nursing Kathy Crye will be extensively involved in the selection process.
5. Medicaid Managed Long Term Care Program (MLTCP) enrollment – The NYS DOH has pushed back the implementation of Medicaid Managed Long Term Care for upstate counties to April 1, 2015. This gives the CNR added time to finalize contracts and prepare billing procedures to process beneficiary admissions under the plan. Only new admissions after April 1 will be required to enroll in a plan. Transitional Care admissions will not be affected, only chronic care admissions.
6. Pharmacy Services Bid – County Attorney Morris and Director Bassett determined it was in the County’s best interest to reject bids and re-issue the bid document. The revised bid will provide a more quantitative basis for establishing lowest responsible bidder. The new bid will be released the week of September 1.
7. Flooring Finish Replacement Project Bid – A legal notice was published August 28. A pre-bid conference is scheduled for September 16 with bids due September 26. The CNR has budgeted \$600,000 for this facility-wide project to replace nine year old carpet in resident living areas, atrium and corridor spaces.
8. Patient Handling Equipment Bid – A bid is being developed for September release to install replacement ceiling based patient handling equipment in the 12-bed Bariatric Care Unit. These lifts must handle patient types weighing up to 650 pounds. \$66,500 has been budgeted for this project.
9. 2015 CNR Operating Budget – Barbara Keefe, Director of Fiscal Services and Director Bassett met with Department Heads to review all areas of expense for possible efficiency. The resulting budget forecasts occupancy at 98.5%, labor cost growth savings through overtime reductions and no tax levy for the fifth consecutive year.
10. Social Work Assistant Vacancy –Director of Social Work Services Kandie Parker and Director Bassett conducted interviews with several outstanding candidates. Alyssa Beach has been selected to serve the Melody lane Neighborhood and will start on September 8.

Mr. Gott reported that he had proposed to recognize the Whiskey 7 crew and he has had difficulty in getting information for a proclamation. Mrs. Donohue offered to contact Mr. Wadsworth for this information.

ADJOURNMENT

Mrs. Semmel moved and Mr. LeFeber seconded to adjourn the Committee meeting at 2:20 p.m.

DEPARTMENT OF SOCIAL SERVICES – DIANE DEANE (1 Attachment)

Informational Item(s) Written Only

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

	July	% change from Jan 1
Temporary Assistance Cases (TA):		
Family Assistance	391	0.00%
Safety Net	405	4.92%
Total	796	2.45%
Medicaid Cases (MA):		
Community	3709	-6.31%
Chronic Care	247	5.11%
Foster Care	149	2.76%
SSI	1261	1.45%
Total	5366	-3.87%
Medicaid Individuals (Monthly Premium):		
These Individuals are included in above TAMA.		
Managed Care	6306	3.34%
Family Health Plus	640	-57.16%
Total	6946	-8.56%
Food Stamp Cases:	3447	2.41%
Child Care Cases:	207	1.47%
Protective Services for Adults (PSA):		
<u>Financial Mgmt</u>	57	
<u>Home Mgmt</u>	49	
<u>Personal Care</u>	23	
Level I	8	
Level II	13	
Level I pending	2	
<u>Guardianship Cases</u>	<u>3</u>	
Awaiting discharge	3	
Pending	1	
Assessment assists		
Preventive Services:		
<u>Probation caseload</u>	28	-3.45%
<u>School based consults</u>	107	
<u>School based active</u>	4	
Child Protective Services (CPS):		
New Assignments	47	
New Assignments that went FAR	17	

Foster Care	68
Foster Children - DSS Custody	48 29.73%

2. Employees hired, resigned or retired in August:

Claudia Dieffenbacher	Retired	Sr. Typist	Mt. Morris
8/14/14			
Sarah Roberts	Layoff	Summer Campworker	Avon
8/15/14			
Marianne Hilderbrant	Promotion	Staff Dev. Coordinator	Dansville
8/17/14			
Ashley Clark	Hired	Clerk/Typist	Piffard
8/18/14			

OFFICE FOR THE AGING – KAAREN SMITH

Informational Item(s) Written Only

1. The Annual Public Hearing required under the Older Americans Act has been scheduled for Thursday, September 18, 2014 from 10 am – 11:30 am in the Emergency Operations Command Center ,3360 Gypsy lane, Nt. Morris, New York. This year the hearing will include an informative presentation by our legal services provider, LAW NY (Geneva). The topic will be *Planning Ahead for Your Health, Legal and Financial Issues*. LAW NY has agreed to provide this program as part of their in-kind contribution to the agency per their current county contract .No time will be allocated from public appointment scheduling. Following the presentation, Director Kaaren Smith with provide the public with an overview of current OFA programs and services and take comments on aging concerns and issues as a matter of public record. Minutes will be kept on file at the agency.
- 2 The Director attended the August 23rd meeting of the Finger Lakes Performing Provider System held a SUNY Geneseo. This is the regional planning committee established by the Delivery System reform Incentive Payment Program Grant that has received funding to implement innovative projects focusing on 3 areas: systems transformation, clinical improvement and population health improvement to approximately 330,000 Medicaid eligible participants in the following counties:
Allegany, Cayuga, Chemung, Genesee, Livingston, Monroe, Ontario, Orleans, Schuler, Seneca, Steuben, Wayne, Wyoming and Yates).
- 3.) Kaaren Smith is participating on the Finger Lakes Health Systems Agency Regional Commission on Community Health Improvement Optimize Care Transition Workgroup. The focus of this group is to improve effective and efficient transition for residents as the leave Hospitals and Nursing Homes and return home. Areas of work will include (but not be limited to): the development caseworker options counseling services to educate / enroll residents in all benefits, entitlements and in home services as soon as possible. The goal is to prevent premature return to hospital ED’s and/or admission to nursing homes, thus reducing Medicaid Costs.
- 3.) All agency case worker staff will begin further online training fro systems integration in the area of options counseling to help individuals find programs and resources to assist them in managing chronic disease. The training is a mandated part of the NYS Systems Integration initiative to increase services for caregivers, those managing chronic disease and to increase dementia capability for those caring for patients with Alzheimer’s Disease or a related dementia.

4.0. Program Summary Report for Fiscal Period 4/1/2014 – 8/25/2014

- a. Total number of individuals served to date (unduplicated county) = 1,179

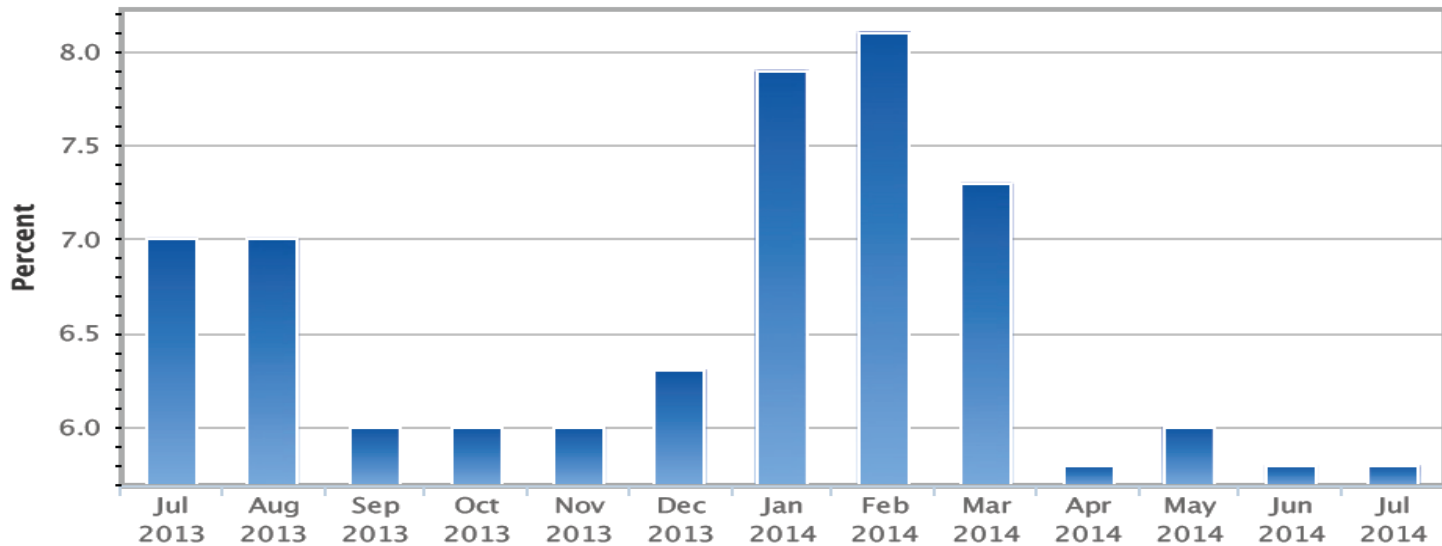
- b. Under 60, disabled (information and assistance only) = 12
 - Age 60 - 75 yrs = 255
 - Age 75+ = 220
 - Age 85 + = 218
 - Over 60 DOB missing = 474
- c. Poverty Level
 - 100 % (\$11,490 annually or under) = 112
 - 150% (\$17,235 annually) = 193
- d. Frail / Disabled (2-3 activities of daily living that are difficult to perform) = 395
- e. Live Alone = 331

WORKFORCE DEVELOPMENT – RYAN SNYDER

Informational Item(s) Written Only

- 1. Date tables created using Revelstone PM System – Pilot Department

**Unemployment Rate
2013-2014**



The Unemployment Rate for July remained at 5.8%. Four hundred fewer residents reported being unemployed than the same period in the prior year.

- 2. Office of Workforce Development Activity Report

Activity	July 2014
Counselor Assisted Appointments	81
Adults/Youth in Training	8
Credentials Earned	1
Employer Recruitment Events	4
Entries to Employment – WIA Only	329
Workshop Attendees	60
PA Clients Employed	89
PA Clients in Work Experience	55

3. Workforce

Job Fair – The Livingston County Job Fair Committee has decided to change venues in 2015, selecting Genesee Community College in Dansville to host the event. The move will provide a substantial increase in space to

accommodate the significant increase in employer participation the past two years, reduce the cost of the event to the primary sponsors (Workforce Development & Livingston County IDA) and align the event with GCC graduation to attract more participants.

SYEP – The Summer Youth Employment Program concluded on August 19th with a reception and awards ceremony at Genesee Community College. The redesigned program continued to build on the success from last summer with 40 out of 41 youth completing their full work experience. Fifty-one percent of the youth in work experience achieved perfect attendance for the six-week program, and fifteen percent of the youth had secured private employment by the completion of the program. Additional details are included below on the program summary report.

4. Community Service Block Grant

CNA/HHA Training – Applications for the fall dual certification training at the Center for Nursing and Rehabilitation are available at Workforce Development until September 5th. Mandatory orientation and interviews are scheduled for September 10th with selected candidates starting the training program on October 1st. The entire \$2,500 tuition for the program is provided through a partnership between Workforce Development and the CNR.

Upcoming Events: CIC Meeting- September 9th, Workforce Investment Board – September 16th, WIA Partners Meeting – September 29th.

SUMMER YOUTH EMPLOYMENT PROGRAM (SYEP) REPORT SUMMARY - 2014

History:

The SYEP Program was redesigned in 2013 to incorporate additional features intended to provide for greater opportunity for participant success. The primary change was the development of a weeklong, work readiness training that was required as a precondition for employment. The other significant change was the establishment of a career exploration program for the youngest youth, which have historically been unsuccessful in direct worksite placements. A five-week Career Exploration Camp was designed to introduce the participants to in-demand careers in the County through hands-on training along with field trips to area employers.

2014 Updates:

- A leadership component was established for returning participants.
- Worksites established at Conesus Lake Boat Launch, Old Silo Farms and Caledonia RV.
- The youth work crew assisted homebound seniors with yard work.
- Agriculture career camp was added to the exploration program.

2014 Program Highlights:

- Over \$50,000 in wages and stipends was paid to low-income youth.
- 27 worksites received 4500 hours of free labor.
- 89% of participants completed the mandatory work readiness program.
- 98% retention rate at worksites.
- 15% have secured unsubsidized paid employment for the fall.
- 5% will start college in the fall.
- 58% of participants had Special Education Plans.
- No disciplinary reports were filed at any worksite or career camp.

- 51% achieved perfect attendance at worksites.
- 64% achieved perfect attendance at career camp.
- 6 youth were selected to work at the CNR carnival.

2015 Program Goals:

- Minimize impact of minimum wage increase for 2nd straight year.
- Increase awareness of the program through school presentations.
- Develop additional private sector worksites.

Respectfully submitted,

Michele R. Rees
Clerk of the Board