

**MINUTES**  
**HEALTH AND MEDICAL SERVICES COMMITTEE**  
**September 4, 2013**

**MEMBERS PRESENT:**

Ralph Angelo  
John Champlin  
John Cowley  
Theodore Fafinski  
Margaret Hilton (Chair)

**OTHERS PRESENT:** Mary Beer, Mary Gates, Diane Johnston,

Greg Powers, Cathy Bentzoni, John Garvey, Mary Krause,  
Guests: Ellie Fralick, Bonnie Ross, Rev. McCaughey

Necessarily absent: Supervisor N. Teed

Chairperson Hilton called the meeting to order at 8:25 a.m. Supervisor Teed was declared necessarily absent.

1. **Approval of Minutes – August 14, 2013** – Supervisor Fafinski moved to approve the minutes as written. The motion was seconded by Supervisor Angelo and carried.
  
2. **MENTAL HEALTH/SUBSTANCE ABUSE SERVICES**
  - a. **Substance Abuse Award Recommendation – Community Services Board Endorsement Resolution**
  - b. **Resolution: Award of Contract – Operation of Substance Abuse Clinic** - Mary Beer presented the resolution. She provided the background and timeline of the RFP for operation of the Turnings/Substance Abuse Services Clinic. Proposals were received from both Finger Lakes Addictions Counseling and Referral Agency, Inc. (FLACRA) and the Council on Alcohol and Substance Abuse of Livingston County, Inc. A review team was formed comprised of county staff, Supervisor T. Fafinski, and two members of the Community Services Board. The review team met several times and performed an in-depth analysis of the proposals. Both were excellent proposals. After evaluation of the proposals, the review team is recommending the award of the proposal to FLACRA. The Community Services Board also endorses the recommendation as submitted by the review team. Rev. R. McCaughey, Chairman of the Community Services Board, also recommended that a representative of the Community Services Board participate in the development of the contract. Discussion followed. A motion to approve the resolution was made by Supervisor Angelo, seconded by Supervisor Fafinski and carried.
  - c. **Budget Transfer Request – Mental Hygiene** – Diane Johnston presented the budget transfer in the amount of \$130,000 to cover expenses for forensic hospitalizations. The county has expended \$119,000 through May 31<sup>st</sup>. Supervisor Champlin asked if these expenses were something new. Ms. Johnston advised that it has ranged anywhere from \$68,000 to \$300,000 in the last six years. Mary Gates noted that 50% of the hospitalization cost is paid for by the State and this is the County's share. After discussion, a motion to approve the budget transfer request was made by Supervisor Champlin, seconded by Supervisor Cowley and carried.

- d. **Informational: Kids in Crisis Initiative** - Ellie Fralick provided a presentation in regards to the Kids in Crisis Initiative and Family Support Centers and spoke of the increase in youth suicides in recent years within the county. She distributed a folder handout containing information on the With Youth, For Youth program, Kids in Crisis and Family Support Centers and solution-focused brief therapy. She spoke regarding moving forward in partnership to invest in our youth and strengthening families and communities through a collaborative effort. Bonnie Ross also spoke regarding the ongoing collaboration in the community to come together and help our youth in need and strategic planning.
- e. **Informational: 2013 Budget – Shortfall in Contract Line due to Unplanned Retirements** – Diane Johnston informed the committee that due to two unplanned retirements (full time Nurse Practitioner, full time Psychologist) there is a need to increase the contractual line item in order to fill the gaps and provide services. Mary Gates advised she will be presenting a resolution at the next committee meeting including the dollar amounts and line items. The request will be to transfer funds from the .1 category (personal services) to the .4 category (contractual).

### 3. HEALTH FACILITY

- a. **Resolution: Authority to Accept Settlement Agreement and Cancel Uncollectible Balance** – Mary Gates presented the resolution to accept the settlement agreement for an unpaid patient balance of \$3,278.67. Underberg & Kessler, LLP have made efforts to collect the unpaid amount and recommend accepting a settlement agreement in the amount of \$2,500 and discharging the remaining balance of \$778.67. A motion to approve the resolution was made by Supervisor Fafinski, seconded by Supervisor Champlin and carried.
- b. **Budget Transfer Request** – Mary Gates presented the budget transfer request to cover the estimated cost of overtime for various departments and agency contract costs (CNAs, RNs, evening RN Supervisor). The request is to transfer funds from the Health Facility appropriated fund balance (\$45,000-overtime costs; \$235,000 agency contracts). Cathy Bentzoni stated this transfer would use the Health Facility appropriated fund balance, which means when continuing with the 2014 budget there may be less than the amount originally reserved. After discussion, a motion to approve the budget transfer was made by Supervisor Angelo, seconded by Supervisor Champlin and carried.

### 4. PUBLIC HEALTH

- a. **HIPAA Policy** – John Park discussed the revised HIPAA (Health Insurance Portability and Accountability Act) privacy practices. With the committee's approval, a resolution will be filed to adopt the revised HIPAA privacy practices. A motion to approve the revised HIPAA privacy practices was made by Supervisor Fafinski, seconded by Supervisor Champlin and carried.

- b. **Re-credentialing Recommendation (Dr. Sharza, Dr. Tyner)** – Mary Beer advised that at the last committee meeting she spoke in regards to the committee’s review and approval of the re-credentialing documentation for Dr. Sharza and Dr. Tyner as per Article 28 regulations. The review and recommendation is required every two years. A formal resolution is not required. She stated that all documentation contained in the packet provided is in compliance and both physicians are doing a good job for Public Health. A motion to recommend the renewal of practice privileges for the next two years for Dr. John Sharza and Dr. J. Richard Tyner was made by Supervisor Cowley, seconded by Supervisor Angelo and carried.
  
- c. **Resolution: Authority to Accept Grant Award – NYS Dept. of Health – Immunization Action Plan Grant Program – 2013-2014** – Mary Beer presented the resolution to accept the grant award for the Immunization Action Plan Grant Program in the amount of \$53,966 for the period of April 1, 2013 through March 31, 2014. A motion to approve the resolution was made by Supervisor Fafinski, seconded by Supervisor Cowley and carried.
  
- d. **Resolution: Authority to Establish Charges for Flu Shots – Public Health 2013-2014** – Mary Beer presented the resolution. She stated that the charge being recommended is \$30.00 which is unchanged from last year. The only change is between the breakdown of the administration charge and the vaccine cost. She advised that due to an increase in community providers of the vaccine, only one clinic is being scheduled this year which is also reflected in the budget. A motion to approve the resolution was made by Supervisor Champlin, seconded by Supervisor Cowley and carried.
  
- e. **Budget Transfer – Coroners Services** – Mary Beer presented the budget transfer to provide funding for coroner services through year end in the amount of \$42,000. She stated that after the budget preparation cycle last year, the Purchasing Dept. had made adjustment to the fees that had not been increased in many years. Those increases were not included in the 2013 budget proposal. Going forward, the revised fees have now been included in the 2014 budget proposal. After discussion, a motion to approve the budget transfer was made by Supervisor Fafinski, seconded by Supervisor Champlin and carried.

Additional item:

- f. **Resolution: Authorization – Clinical Affiliation Agreement with State University of New York – Plattsburgh** – Mary Beer presented the resolution to authorize an affiliation agreement with SUNY Plattsburgh which will allow Public Health to provide clinical training/fieldwork experience for nursing students. A motion to approve the resolution was made by Supervisor Cowley, seconded by Supervisor Champlin and carried.

**5. COUNTY ADMINISTRATOR'S MONTHLY UPDATE –**

- At Mr. Garvey's request, Ms. Krause provided an update on the sale of the Health Facility. She advised that the processes are continuing in the development of the contract with the assistance of the County Attorney's office.
- Mr. Garvey invited the committee members to tour the 3019 building to see some of the changes that are beginning to happen as part of the Domino Project.

Being there was no further business to come before the committee, a motion to adjourn was made by Supervisor Angelo, seconded by Supervisor Fafinksi and carried. The meeting adjourned at 9:20 a.m.

Respectfully submitted,

Carol Ernst  
Secretary 1