

**MINUTES**  
**HEALTH AND MEDICAL SERVICES COMMITTEE**  
**March 19, 2014**

**MEMBERS PRESENT:**

Ralph Angelo  
Todd Campbell  
Dianne Crowley  
Margaret Hilton (Chair)  
Pamela Helming  
Norman Teed

**OTHERS PRESENT:** Mary Beer, Mary Gates, Diane Johnston,  
Mary Krause, Cathy Bentzoni, Andrea Schoeneman

Guests: Janine Mangione and Kelly DeMonte (Bonadio & Co.),  
Rev. Richard McCaughey, Supervisor J. Sheppard

Chairperson Hilton called the meeting to order at 8:33 a.m.

**1. APPROVAL OF MINUTES** – A motion to approve the minutes of the February 26, 2014 meeting was made by Supervisor Teed, seconded by Supervisor Angelo, and carried.

**2. HEALTH FACILITY**

a. **2013 Audited Financial Statements – The Bonadio Group** – Janine Mangione and Kelley DeMonte of Bonadio & Co. distributed and reviewed the 2013 audited financial statements of the Health Facility which included the letter to the governing body, the summary of financial statements, communication of Matters related to internal control over financial reporting and other matters, and financial statements. Discussion followed. A motion to accept the 2013 audited financial statement report was made by Supervisor Teed, seconded by Supervisor Crowley, and carried.

b. **Resolution: Closing of Ontario County Health Facility Capital Reserve -** Mary Gates presented the resolution authorizing the Capital Reserve Fund (#E0878B0000) balance of \$1,373.11 be transferred to the contingency line of Capital Project No. 02-2010, Health Facility Improvements. The Capital Reserve Fund established for the Health Facility will then be closed. A motion to approve the resolution was made by Supervisor Crowley, seconded by Supervisor Campbell and carried.

c. **Updates:**

Mary Krause provided the following updates:

- The Health Facility is now at full occupancy. In recognition of staff efforts, an employee luncheon will be taking place today for staff. An increase in occupancy also can be contributed to the meetings Mr. Garvey and the contract administrator held regarding referrals.
- Staffing – Approximately six new staff have been added. Mary Gates and Mr. Polatoff have been exploring contractual services to meet the increased needs for physical therapy. Options for weekend reception services are also being evaluated.
- Required notice has been provided to the Union.
- Provided an update regarding various contracts (software, pharmacy provider, clinical quality assurance).
- The Community Garden will continue this year.

- Andrea Schoeneman provided an update on the status of the survey, easement recording and licensing.

### 3. MENTAL HEALTH/SUBSTANCE ABUSE

- a. **Informational: MD/NP Shortage** – Diane Johnston provided an update. She is considering recommending adding per diem hours to meet clinical needs.
- b. **Update – Mental Health Needs Assessment** – Diane Johnston spoke to the committee regarding a mental health needs assessment. In November of 2013 it was recommended by the review team that more time for review and exploration of mental health services was needed before moving forward with the RFP. The review team has been meeting to discuss the scope of a professional mental health needs assessment contract. A cost has not been determined at this time. Rev. McCaughey, Chairman of the Community Services Board (CSB), spoke regarding the Board's agreement with staff's recommendation that an assessment should be performed. A mental health needs assessment has not been done in some time. The CSB sees it as an investment the county needs to make to understand the entire behavioral health challenges facing the county. Ms. Johnston stated that with the many changes coming along with service provision for behavioral health we need to make the best recommendations for our county residents.

### 4. PUBLIC HEALTH

- a. **Resolution: National Donate Life Month in Ontario County** – Mary Beer presented the resolution to proclaim April 2013 as Donate Life Month to promote the donation of blood, organs, tissue and stem cells to save the lives of others. Supervisor Crowley inquired if there would be advertising. Ms. Beer advised it would be posted on the website and promoted through a press release. A motion to approve the resolution was made by Supervisor Crowley, seconded by Supervisor Teed, and carried.
- b. **Resolution: Authorization – Amendment Agreement – Planned Parenthood of Central and Western New York, Inc.** - Mary Beer presented the resolution to authorize the amendment agreement for Planned Parenthood of Central and Western New York, Inc. Ms. Beer noted that the purpose of the amendment is due to the corporate name change effective January 1, 2014. A motion to approve the resolution was made by Supervisor Angelo, seconded by Supervisor Campbell, and carried.
- c. **Resolution: Authorization to Accept Bike Helmet Grant** – Mary Beer presented the resolution and budget transfer to accept the bike helmet grant from the NYS Governor's Traffic Safety Committee in the amount of \$2,800 for the purchase and distribution of bike helmets. Public Health is partnering with the Sheriff's Dept. to distribute the helmets. A motion to approve the resolution was made by Supervisor Teed, seconded by Supervisor Helming, and carried.
- d. **Budget Transfer Request - Tobacco Asset Securitization Corporation donation** – Mary Gates presented the budget transfer request in the amount of \$10,000 to accept funds from the Ontario Tobacco Asset Securitization

Corporation and establish a budget to provide the ability to expend the funds.

.Chairperson Hilton inquired if this is the first time the funds have been received. Ms. Gates advised that funds were also received last year, although received through a different county department. A motion to approve the budget transfer request was made by Supervisor Helming, seconded by Supervisor Crowley, and carried.

e. **Resolution: Authorization of Sliding Fee Schedules – 2014 – Dept. of Public Health – Effective 3/28/14** – Mary Gates presented the resolution to authorize the 2014 sliding fee schedules based on current year federal poverty guidelines. The schedules are used for administration of immunizations and lead testing. At the committee's request, the sliding fee schedules will be emailed to the committee members. A motion to approve the resolution was made by Supervisor Teed, seconded by Supervisor Crowley, and carried.

f. **Public Health Annual Report** – Mary Beer presented the 2013 annual report. Ms. Beer reviewed the individual programs' statistics, activities and accomplishments. Discussion followed. The report is also posted to the county website. Ms. Beer noted the Choose Health Ontario award will be presented to the Salvation Army – Canandaigua at the Ontario County Safety Council Dinner on March 25<sup>th</sup>. Ms. Beer also advised that the County Health Rankings report was just released. She will share that report at next month's meeting.

5. **Fiscal Updates as of December 31, 2013** – Mary Gates presented the fiscal updates as of December 31, 2013 for the Public Health, Substance Abuse and Mental Health Departments and offered to answer any questions. Cathy Bentzoni advised standing committees will be receiving quarterly financial reports of the various departments at the request of the Chairman of the Board of Supervisors. Ms. Gates stated that the report will be filed as a communication with the Clerk of the Board for availability to other Board of Supervisors members.

As there was no additional business to discuss, a motion to adjourn was made by Supervisor Angelo, seconded by Supervisor Helming, and carried. Meeting adjourned at 9:40 a.m.

Respectfully submitted,

Carol Ernst  
Secretary 1