

MINUTES OF THE MEETING
HEALTH SERVICES COMMITTEE

January 16, 1990

JAN 17 1990

MEMBERS PRESENT: Chairman Frair
Legislators Gallman, Miess, Nielsen, Walchli

ALSO ATTENDING: Andrew Lucyszyn, Health Department
Elizabeth Embser, Office for the Aging
Robert Anderson, Counselling Center
Delores Cross, Chairman, Board of Legislators

CALL TO ORDER

The meeting was called to order by Chairman Frair at 9:01 a.m.

The new members of this committee were introduced. The Department Heads gave brief descriptions of their departments and of what responsibilities the departments and committee have to each other.

APPROVAL OF MINUTES

The minutes of the December 19th meeting were approved with a motion from Legislator Gallman and a second from Legislator Miess. Motion carried.

OFFICE FOR THE AGING

Ms. Embser requests permission to hire an Aging Service Technician. Sixty-six percent of money for this position from the SNAP budget, 33% Older Americans Act, with the County share \$2661. In previous years, Ms. Embser, contracted with three individuals for this outreach work. Hiring this individual will be costing the County approximately \$4000 less than the contract people. A motion approving this request was made by Legislator Nielsen, seconded by Legislator Miess. Motion carried. The County Attorney's office should prepare the appropriate resolution regarding this new position in the Office for the Aging.

Permission was asked by Ms. Embser to make their part time typist into
a full time position. The cost to the County is \$1844. A motion was made
by Legislator Nielsen, seconded by Legislator Walchli to approve this position.

Motion carried.

HEALTH DEPARTMENT

Mr. Lucyszyn presented the committee with an organizational chart of the Health Department briefly talking about the different divisions.

The Health Department has under their jurisdiction three new program; Education of Physically Handicapped Children, Coroners, and Emergency Medical Services. Each of these programs had different committees of jurisdiction. Mr. Lucyszyn would like to have the Health Services Committee responsible, with all the bills, except for Education of Physically Handicapped "program" bills, approved by the Board of Health. The "program" bills for Education PHCP would still go to this committee for approval. All committee members were in agreement with this. Chairman Cross suggested that Mr. Lucyszyn attend the next Rules Committee meeting to initiate these changes.

Mr. Lucyszyn explained the restructuring of the State Health Department and their requirements on local health departments in regard to State Aid - Municipal Health Plan/Article 6.

Mr. Lucyszyn informed the committee that Beverly Lewis, RN for the department has resigned effective the end of January. He asks committee approval to fill this position. Motion was made by Legislator Gallman, seconded by Legislator Nielsen approving this request. Motion carried.

It was explained that a temporary nurse who is filling a position of a nurse on leave will be taking the above full time position. Therefore, Mr. Lucyszyn also asks that he be able to hire a temporary nurse to fill this position. Legislator Gallman made the motion approving this request. Legislator Miess

seconded and motion carried.

There are two nurses who will be going on a maternity leave. Mr. Lucyszyn asks permission to fill their positions upon their leave with temporary nurses. Legislator Miess made the motion approving above request with Legislator Nielsen seconding. Motion carried.

It was mentioned that the Health Department will be preparing bids to purchase three automobiles. These will be brought to this committee next month for their approval.

Mr. Lucyszyn asks permission to attend the NYSAC conference scheduled for March 11 thru 13 in Albany. NYSACHO also meets at this time. A motion approving his attendance was made by Legislator Nielsen, seconded by Legislator Walchli. Motion carried.

The 1990 NYSACHO dues totalling \$417.50 are scheduled. Permission to pay these dues was granted with a motion from Legislator Miess, seconded by Legislator Gallman. Motion carried.

Due to the smoking regulations, the county is responsible as the employer to have no smoking signs posted throughout the county complexes. The Health Department as the regulatory agency is looking to purchase these signs and would like permission to so. It is not known the exact cost. The committee gave approval to purchase these signs at a cost not to exceed \$1000. The motion was made by Legislator Nielsen, seconded by Legislator Gallman and carried. This issue should be brought up at the Rules Committee meeting.

Mr. Lucyszyn questioned the committee on whether the policy of conference expenses under \$100 will remain going directly to the Chairman of the Legislature. It was felt that this should continue.

A request to send three health department employees to an HIV training conference on February 6, 7, and 8th in Rochester and two employees to a program on recognizing signs and symptoms of HIV infection in Batavia on March 30th were

approved. Motion was made by Legislator Nielsen, second from Legislator Gallman. Motion carried.

The computers have been installed in the Education of Physically Handicapped Children's program office. A request to purchase a multi-user D-Base program at a possible cost of \$400 was made. After a brief discussion, a motion to refer this request to Central Services committee was made by Legislator Gallman, seconded by Legislator Miess. Motion carried.

It was mentioned that Mrs. Margeson of the above mentioned office is having a problem with her hand and in the future will be off due to the need for surgery to correct this.

Mr. Lucyszyn informed the committee that the temporary typist will be done the end of January. Because he feels there is still a need to have someone at least occasionally in this position, he asks approval to have a person come in on an "on-call" basis. He will get this person from the Civil Service list and they will work no more than 17½ hours/week. This was approved with a motion from Legislator Miess, second from Legislator Walchli and carried.

OTHER BUSINESS

Chairman Cross reappointed five members to the Citizens Advisory Council. These people are Emma Miller of Friendship, Donald Pierce, Alfred Station, Harald Babcock, Wellsville, Wallace Higgins, Alfred Station, and Herbert Hollen, of Houghton. These appointments were approved by this committee with a motion by Legislator Nielsen, seconded by Legislator Walchli. Motion carried. This should be referred to the County Attorney's office for preparation of the appropriate resolution.

It has also been recommended by the Chairman of the Board that Legislator Frair be appointed as the legislative representative on the Board of Health to fill the vacancy caused by Donald Kramer's departure. This committee approved

this appointment with a motion from Legislator Nielsen, and a second from Legislator Gallman. Motion carried. The County Attorney's office should prepare the appropriate resolution for this appointment.

The Chairman of the Systems Planning and Development Committee of HSA contacted Chairman Frair and asked him to be a member of this committee. Chairman Frair expressed the importance of a representative from the county on this committee. He has agreed to attend the meetings until an individual can be found to replace him. The Chairman of the Systems Planning committee said it would be acceptable to have another individual attend these meetings when Legislator Frair could not.

Also discussed was the need to have a representative on pre-school committees. The County budget for this program is \$1.5 million. Mr. Lucyszyn stated that he talked with Ken Canfield regarding the preschool program. Dr. Canfield suggested that the Health Department act as the County representative. Mr. Lucyszyn would like to use Cyndi Fanton, Coordinator for this program, as the primary representative with the secretarial staff under her as backups when she can not attend. It was felt that he should check with the county attorney regarding sending the clerical staff to these meetings.

AUDIT OF CLAIMS

The usual bills were reviewed and approved with a motion from Legislator Gallman, and seconded by Legislator Walchli. Motion carried.

ADJOURNMENT

There being no further business, the meeting was adjourned at 11:30 a.m.

Respectfully submitted,

Teresa Claypool

MINUTES OF THE MEETING
HEALTH SERVICES COMMITTEE

February 20, 1990

J. Margeson
NOT
APPROVED

MEMBERS PRESENT: Chairman Frair
Legislators Gallman, Miess, Nielsen, Walchli MAR 7 1990

ALSO ATTENDING: Andrew Lucyszyn, Health Department
Robert Anderson, Counseling Center
Cyndi Fanton, Health Department

CALL TO ORDER

The meeting was called to order at 9:05 a.m. by Chairman Frair.

APPROVAL OF MINUTES

The minutes of the January 16, 1990 meeting were approved with a motion from Legislator Miess and a second from Legislator Gallman. Motion carried.

COUNSELLING CENTER

Dr. Anderson requested a transfer of monies from account A4310.442 to A4310.416 totalling \$29.48. This transfer was approved with a motion from Legislator Gallman and second from Legislator Walchli. Motion carried.

The contract between ARC and the county needs to be amended with an increase in the amount budgeted totalling \$7160.00. This increase in the CSS/ARC budget was approved with a motion from Legislator Gallman, second from Legislator Miess, and carried. This should also be referred to the Ways and Means Committee for their consideration.

At next months meeting Dr. Anderson will be bringing Mr. Witkowski of ARC to meet the committee.

HEALTH DEPARTMENT

Cyndi Fanton, Coordinator, Physically Handicapped Childrens Program gave a brief description of this program and the service it provides, to this committee. This program provides for professional specialized

medical services for those who qualify by a physically handicapping condition. Fees are set by the State for the services. Ms. Fanton has authorized 574 thousand dollars under this program, but has only paid out about \$10,000 which is 50% reimbursed by the State. The rest has been paid either by Medicaid, Private Insurance, or by Parent Payment.

It was mentioned that the buses will be inspected on Monday. They are checked for radios, seat belts, and they make sure an aide is on the bus.

In 1988 county guidelines were set up for the Education Program. Since that time laws have changed. Therefore, these guidelines need to be updated. Mr. Frair will get together with Ms. Fanton on these changes.

There is a meeting being set up to include a number of different counties to discuss the preschool program and the problems being faced by the counties. The intent is that with a number of different individuals getting together solutions or ideas can be gotten for these problems. Ms. Fanton requests permission for herself, Ms. Margeson, and Ms. Wallace's attendance at this meeting. A motion approving this request was made by Legislator Miess, seconded by Legislator Nielson, and carried.

It was decided at a previous meeting that jurisdiction for the Coroners would be the Health Department's responsibility. It was intended for the expenditures to go through the Board of Health. But after a discussion with the County Attorney it has been determined that because the Health Department is not eligible for State reimbursement under this program, the bills should continue to go through the Health Services Committee.

Mr. Lucyszyn requests approval to belong the Coroners & Medical Examiners Association at a cost of \$100. Approval was given with a motion from Legislator Nielson, seconded by Legislator Miess and carried.

A request was made to send two Environmental Health Technicians to a training course March 13, 14 in Syracuse to be "standardized" on Food Service inspections. A motion approving attendance was made by Legislator Nielson, seconded by Legislator Gallman. Motion carried.

Mr. Lucyszyn requested permission to joint the American Water Works Association at a cost of \$207 per year. The publications that will be received will be helpful in the Health Department's Public Water Supply Program. Approval was given with a motion from Legislator Gallman. Legislator Miess seconded and motion carried.

Mr. Lucyszyn discussed the need for the Health Department to purchase it's own FAX machine. There is a number of confidential materials that come in on the machine. At times these materials have been inadvertently routed to the wrong agency.

Mr. Lucyszyn informed this committee that a letter has been received from Dr. Coch informing us of a symposium being planned in Syracuse concerning Low Level Radioactive Waste sometime in May. There will be professionals there to discuss the pros and cons, how it will affect the communities, etc. After a brief discussion, it was felt that someone from the County should attend and that the three towns who are being considered as disposal sites should also be notified of this symposium.

OTHER BUSINESS

Legislator Miess, at a Town meeting, was asked to look into the possibility of Town employees medical insurance going through the county. Because of the few numbers of individuals the rates they are required to pay are very high. This should be discussed with the Personnel Committee as they deal with the County's health insurance.

AUDIT OF CLAIMS

The usual bills were reviewed and approved with a motion from Legislator Gallman, seconded by Legislator Miess and carried.

ADJOURNMENT

There being no further business the meeting was adjourned at 11:00 a.m.

Respectfully submitted,

Teresa Claypool

NOT APPROVED
J. Margeson

MINUTES OF THE MEETING
HEALTH SERVICES COMMITTEE
MARCH 20, 1990

MAR 23 1990

MEMBERS PRESENT: Chairman Frair
Legislators Gallman, Miess, Nielsen, Walchli

ALSO ATTENDING: Cyndi Fanton, Health Department
Corrine Collins, Health Department
Elizabeth Embser, Office for the Aging

CALL TO ORDER

The meeting was called to order by Chairman Frair at 9:05 a.m.

APPROVAL OF MINUTES

The minutes of the February 20, 1990 meeting were approved with a motion by Legislator Nielsen, seconded by Legislator Miess. Motion carried.

HEALTH DEPARTMENT

Ms. Fanton informed the committee that Frank Duserak is interested in having the computer class that he is teaching come in to her office to set up a program for the specific needs of her department. This would benefit both the students because they would have hands on experience and the county because there will be no expense. This was approved with a motion from Legislator Nielsen, a second from Legislator Miess, and motion carried.

Ms. Fanton informed this committee that she feels overwhelmed in her job. She explained that she has been appointed to a couple different committees, one of which requires her to travel to the Buffalo area, therefore, requiring her to spend the entire day away from the office. She explained that the Orthodontia Program under PHCP has increased with ten new referrals this year. There are also nine new patients in the treatment program. Because of the increase in the PHCP Program, Ms. Fanton has not had the time to spend learning or doing the job of Coordinator for the Education Program.

Some options to this problem were discussed, but it is felt that the committee should talk with Mr. Lucyszyn on this issue before any action is taken. If necessary, a special meeting will be call to discuss this. Chairman Frair will get in touch with Mr. Lucyszyn.

Ms. Collins requested permission from this committee to purchase three IBM Wheelwriter typewriters at a cost of \$956 each. The department will be trading in three IBM Selectric II's for

\$450. The Central Services Committee has already approved this purchase. This committee gave their approval with a motion from Legislator Nielsen, a second from Legislator Gallman, and motion carried.

It was also requested to purchase Multi-user DBase III+ software to be used by the Children with Special Needs Programs. This request has been approved by Central Services Committee. The cost of this software is \$499.95. Legislator Gallman made the motion to approve this purchase with a second from Legislator Nielsen. Motion carried.

The Health Department would like to add an additional phone to one of their current lines to replace the line taken by the FAX machine. This was approved with a motion from Legislator Nielsen, seconded by Legislator Miess, and carried. This request should be referred to Central Services for their approval.

The Children with Special Needs Program would like to request an additional phone line. They currently have three phones on the same line. Ms. Collins has not yet gotten a price for this line. This committee gave their approval with a motion from Legislator Nielsen, second from Legislator Miess, and motion carried. This request should also go to the Central Services Committee for their review.

Ms. Collins requests permission to purchase an eight port board to be used with their Unisys 850 (main computer system for billing and treatment planning) to enable them to add the two new Unisys terminals. This will bring them up to a total of 4 users with the ability to expand to 8 users. They would like to purchase an Infomed ARNET 8 Port Multi-Port Board at a cost of \$845.75. They are able to get a credit for the current board of \$300. Legislator Gallman made the motion to approve this purchase noting that the department is to notify and consult with Mr. Duserak. Legislator Walchli seconded this motion. Motion carried. This request must go to Central Services for their approval.

Ms. Collins informed the committee that the Health Department received two automobile bids - one from East Side Garage and the other from Hetzel Motors. She requests permission to purchase three new cars from Hetzel Motors (lowest bid) and to trade in only two of the originally planned three cars. Two of the vehicles have mileage of 69250 and 51356 (1986). The vehicle they would like to keep has 62439 miles but recently had a number of new parts installed due to it's involvement in an accident. The committee would like to see documentation on the utilization of the car they would like to keep before permission is given to keep this car. Approval was given to purchase three automobile with air conditioning trading two with an explanation on keeping the third car with a motion from Legislator Nielsen, second from

Legislator Miess. Motion carried.

A request was made to allow the Health Department to appropriate insurance recovery monies totaling \$2057.96 into their auto maintenance account (A4010.404) to cover the cost of vehicle repair. A motion approving this appropriation was made by Legislator Gallman, seconded by Legislator Walchli, and carried. This should be referred to Ways and Means for their review.

OFFICE FOR THE AGING

Ms. Embser explained that her office has 20 part time employees working less than 17 hours/week. The turnover is great with these individuals. Ms. Embser talked briefly on offering employees in above category flexible benefits, ex. offer them health insurance with them contributing money from there pay. Anything of this nature should be discussed with the Personnel Committee.

The Office for Aging requests a resolution for three part-time Nutrition employees due to increased demand in the Home Delivered Meal programs. Only one of these positions will be filled at this time. The current drivers are currently working over the 17 hours per week limit and they are exceeding the two-hour limit for meal delivery established by the State and the Health Department. The OFA delivers approximately 26000 home delivered meals per year. Legislator Nielsen approved the request to create three additional part-time employee positions in this office with the understanding that at this time only one individual will be hired. If at a later date the OFA feels the need for additional help, they will come back to Health Services for their approval. Legislator Walchli seconded this motion. Motion carried. The County Attorney is asked to prepare the appropriate resolution.

The salary schedules set up specifically for the part time OFA will need to be amended due to the increase in minimum wages effective April 1. Ms. Embser would like to be able to offer these employees an addition increase in July. The matter should be discussed with the Personnel Committee.

A resolution is needed to hire a part-time Nutrition Site Manager and a Driver for the Canaseraga luncheon site. They will both work 8 hours per week. A motion approving the above request was made by Legislator Gallman, seconded by Legislator Miess, and carried.

AUDIT OF CLAIMS

The usual bills were reviewed and approved with a motion by Legislator Gallman, second by Legislator Miess. Motion carried.

OTHER BUSINESS

The Office of Emergency Services requested approval to purchase a defibrillator needed for Emergency Medical Training, as required by the State Health Department certified program. The cost of this equipment is \$7500. As neither Mr. Lucyszyn nor Mr. Tucker were available to discuss this purchase, no action was taken at this time.

ADJOURNMENT

There being no further business the meeting was adjourned at 11:30 a.m.

Respectfully submitted,

Teresa Claypool

MEMORANDUM OF EXPLANATION

INTRO. No. _____
(Clerk's Use Only)

COMMITTEE: Health Services Committee

DATE: March 20, 1990

The Allegany County Office for the Aging requests a resolution for 3 additional part-time Nutrition employees due to increased demand in the Home Delivered Meal programs. Only one of these positions to be filled immediately.

Drivers are currently working over the 17 hour per week limit.

We are exceeding the two-hour limit for meal delivery established by State and Health Departments.

FISCAL IMPACT: None; to be paid for from unspent 1990 monies in A6772 and A6779. Salary: \$3,360 per year per employee.

MEMORANDUM OF EXPLANATION

COMMITTEE: Health Services Committee

INTRO. No. _____
(Clerk's Use Only)

DATE: 3-20-90

The Allegany County Office for the Aging requests permission to hire a part-time Nutrition Site Manager and Driver for the Canaseraga luncheon site. These employees will each work 8 hours per week.

Driver Salary	\$1,186 in 1990	100% SNAP
Site Manager Salary	\$1,186 in 1990	79% Fed. funds (932)
		21% County (254)

BUDGETARY IMPACT: NONE (Already in Budget)

MINUTES OF THE MEETING
HEALTH SERVICES COMMITTEE
MARCH 26, 1990

J. Margosa
NOT
APPROVED

MEMBER PRESENT: Chairman Frair
Legislators Gallman, Miess, Walchli

APR 6 1990

A special meeting was called following the Full Board meeting on this date to approve conference attendance of Health Department personnel.

A motion was made by Legislator Gallman, seconded by Legislator Miess and carried approving attendance to the following conferences:

Grace Young's attendance at the New York State Hospice Annual Conference on April 5 & 6 in Albany at a cost of \$170;

Albert Vossler's attendance to the Environmental Health Directors meeting in Saratoga and the EPA -Wellhead Protection Seminar in April.

There being no further business the meeting was adjourned.

Respectfully submitted,

Teresa Claypool/
Chairman Frair

J. Margeson
RECEIVED
MAY 29 1990

MINUTES OF THE MEETING
HEALTH SERVICES COMMITTEE

MAY 22, 1990

**NOT
APPROVED**

MEMBERS PRESENT: Chairman Frair
Legislators Miess, Gallman, Walchli

ALSO ATTENDING: Albert Vossler, Health Department
Chris Johnson, Health Department
Corrine Collins, Health Department
Vicky Gaeta, Health Department
Betty Embser, Office for the Aging

CALL TO ORDER

The meeting was called to order by Chairman Frair at 9:10 am.

APPROVAL OF MINUTES

The minutes of the April 17th meeting were approved with a motion from Legislator Gallman and second from Legislator Miess. Motion carried.

HEALTH DEPARTMENT

Mr. Vossler, Engineer, request committee approval to hire a temporary Public Health Engineer at the base rate for this position (12.70/hour) for sixty days. She will start on June 25th and will receive no benefits. Mr. Vossler states that there are 48 municipal water supplies that need inspection and without her help these inspections could not be completed on time.

The department was asked to check their budget to confirm that there is enough money to cover the hiring of this individual. It was stated that under State Aid this money would be 100% reimburseable through the Municipal Water Program. This committee will act on this request Tuesday, May 29th, at a special meeting.

Mrs. Johnson spoke to the committee concerning two nursing positions in the Health Department. At the present time the department has a registered nurse off on compensation, a full time position. There is also a part time clinical nurse off on maternity leave who would like to return on a full time basis. After checking with the Personnel Office, the Health Department

would like to place the part time clinical nurse in the full time position. If the other nurse on compensation should get a doctors release to return to work, it would mostly likely be only for part time, she would be offered the part time clinical nurse position. A motion approving this change was made by Legislator Gallman, seconded by Legislator Walchli, and carried.

Mrs. Johnson discussed the Long Term Program with the committee. This program is approved for 75 clients but can go up to 82.5. The program is at this capacity at this time with a waiting list. Mrs. Gaeta, LT Coordinator, stated that although the Medicaid dollars have increased, it is due to the programs increase in clients (double) and also that this Medicaid money is staying in the county. If these patient were not in the Long Term Program they most likely would be in a nursing home out of the county. The program not only serves the elderly but also younger people. The youngest is three years old. Because of the obvious need to increase the capacity, the department is requesting approval of this committee for expansion to 125 patients in the Long Term Program. This request will also need a resolution from the full Board before the State will consider this increase. After a brief discussion, the committee would like documentation and a projection of need and cost to the County before they take action on this request.

Corrine Collins requests an additional telephone line be added to accommodate a modem sent to us by the NYS Department of Health. This line will enable us to improve communication between our office and the State Health Department. She notes that she has sent the State Health Department further correspondence regarding this modem, requesting their assistance in installation. At this time the cost is not known. This committee gave their approval with referral to the Central Services Committee with a motion by Legislator Gallman. The motion was seconded by Legislator Miess and carried. It is requested by the committee that Ms. Collins provide Mr. Duserak with appropriate information on this modem.

The Health Department requests approval for the following transfers: from Traditional account A4010.446 (PDN) \$5000 to A4010.435 (PT) and \$12000 to A4010.429 (HHA); from Long Term account A4040.439 (PCW) \$30000 to A4040.446 (PDN) and \$10000 to A4040.429 (HHA). These transfers total \$57000 and are needed to cover the cost in these areas due to the increase in patients needing these services. Approval was given for these transfers with a motion from Legislator Gallman, seconded by Legislator Miess and carried.

It was stated that every month a "Monthly Financial Statement" is prepared in the Health Department and that if committee wishes could be provided for their information. It was felt that a quarterly report would be appropriate.

SPECIAL EDUCATION PROGRAM

Jim Sikaras spoke to committee regarding resolutions appointment of Coordinator of Special Education Program, and abolishing the part time position of Coordinator; transfer of two account clerk typist positions under this program to the Health Department, and the transfer of fund from "other" education account to the health department accounts.

At a previous meeting Ms. Fanton expressed concern in her ability to coordinate both the position of Physically Handicapped and Education Coordinator. Since that time discussions have taken place with Ms. Fanton and others, and she now feels more comfortable with these positions. Therefore, the committee feels that Mr. Sikaras should prefile the above resolutions as appropriate. Motion was made by Legislator Miess approving the appointment of Cyndi Fanton as Coordinator of Special Education Program with Legislator Walchli seconding. Motion was made by Legislator Gallman approving the abolishing of part time position of Coordinator, transfer of account clerk positions, and transfer of funds with Legislator Walchli seconding. These motions carried.

The Public Health Educator sent a request to attend a National Athletic Trainers Association conference held in Indianapolis in June. The cost of this conference is approximately \$615 which is 100% reimburseable through State Aid. A motion approving attendance to this conference was made by Legislator Gallman, seconded by Legislator Miess, and carried.

OFFICE FOR THE AGING

Ms. Embser request approval to send the CASA Coordinator to a Case Management conference held in Lake George on June 26 through the 28th at no cost to the county. Motion approving this request was made by Legislator Walchli, seconded by Legislator Miess, and carried.

A request to attend the NYS Association of Area Aging Agencies conference in Rochester was also made by Ms. Embser. The conference will be held June 11 through 14th. Approval was given with a motion from Legislator Miess, second by Legislator Walchli, and carried.

Dan Washburn has served as "deputy" to Ms. Embser as needed but has asked that he be relieved of this responsibility. Ms. Embser asks this committee if there is any means for which an individual can be compensated for performing these duties. After a brief discussion, it was suggested she check with the Personnel Office to see what they could suggest.

Ms. Embser states that their typist has broken her arm. She would like permission to hire a part time temporary typist (as needed) for no more than 17 hours per week. A motion approving this request was made by Legislator Miess, seconded by Legislator Gallman, and carried.

OTHER BUSINESS

Legislator Gallman requested committee approval for April 17 as a committee day for himself. He met with Cyndi Fanton to discuss her program. A motion approving this request was made by Legislator Miess, seconded by Legislator Walchli, and carried.

A motion was made by Legislator Walchli, seconded by Legislator Gallman to go into executive session. Motion carried.

A motion to resume regular committee business was made by Legislator Gallman, seconded by Legislator Miess, and carried.

APPROVAL OF CLAIMS

The usual bills were approved with a motion from Legislator Gallman, second from Legislator Miess. Motion carried.

ADJOURNMENT

There being no further business the meeting was adjourned at 11:15 am.

Respectfully submitted,

Teresa Claypool

PURCHASE OF EQUIPMENT OVER \$250.00
(To be used in accordance with Resolution No.109-89)

FROM: Health Dept.
Office, Agency or Dept.

TO: Health Services/Central Services
Committee of Jurisdiction

Central Services Committee (if applicable)

EXPLANATION:

Explain below as completely as possible the type of equipment you wish to purchase. Give size, model, cost and provide brochures, if available. (Note the state contract price, if applicable). Include information on equipment being replaced, if any, such as the age, repair costs, trade-in, if applicable. (Attach additional letter-size sheet if necessary).

Health Department requests an additional telephone line be added to accommodate a modem sent to us by the NYS Dept of Health. This line will enable us to improve communications between our office and the State Health Department.

Cost \$

PROCEDURE:

1. Has Public Works Dept. Surplus Inventory been checked as to availability of item? Yes ___ No ___ N/A ___ X
2. In case of trade-in, obtain from Co. Treasurer, and attach, determination as to whether equipment is worn-out or obsolete.
3. If not worn-out or obsolete, has Public Works Department authorized its use for trade-in? Yes ___ No ___ N/A ___ X
4. Have requirements or conditions imposed by (Board of Health) (Community Services Board) been satisfied? Yes X No ___ N/A ___
5. Has Committee of Jurisdiction reviewed the purchase?
Solid Waste requires approval. * Yes ___ No ___
6. Has Central Services Committee reviewed (purchase of typewriters, copiers, and non-excluded network communications system equipment) or approved ** (purchase of data processing equipment and software) the purchase? Yes ___ No ___ N/A ___

Committee Review ___ or Approval* ✓
Chairman Deo O. French

Central Serv. Review ___ or Approval ** ___
Chairman _____

Date: 5/23/90

Date: _____

(This form should be submitted to the Committee of Jurisdiction, then if applicable, to the Central Services Committee).

HEALTH SERVICES COMMITTEE

June 11, 1990

RECEIVED

JUN 14 1990

J. Mangerson

Present: Frair; Gallman; Miess; Walchli; Cross;

This meeting was held immediately following the regular session of the board.

Mrs. Cross noted that she had asked Dean Scholes, a Public Health Education Summer Intern, to address the committee on a proposed county employee Wellness Program. Mr. Scholes reported that the Public Health Educator's Office would like to implement a walking program with different routes of varying distances around the village of Belmont. These routes can be walked during morning, afternoon and/or lunch breaks. Distances range from one quarter mile to two miles. As an added incentive they would like to have a competition with participants recording their distances on a chart, which would be posted. At the end of the program each of the top three participants who have walked the furthest would receive a gift certificate towards a pair of walking shoes/sneakers at a local Wellsville shoe store. Eventually they would like to see other prizes such as T-shirts and buttons included in the program. An estimate of \$500-\$600 was given for the sneakers, T-shirts, buttons. The county was requested to contribute the funds for the program. It is hoped the program could begin July 1 and end October 1, 1990.

Although the committee was very supportive of the concept of a Wellness Program, several concerns were expressed as to the legality of purchasing awards with county funds, as well as the possibility of public criticism which might arise when employees are observed walking around the village at different times during working hours. Another concern expressed was the supervision of strict observance of the present times allotted for morning, afternoon and lunch breaks.

A motion was made by Walchli, seconded by Miess and carried, that the Health Services Committee supports the concept of an Employees Wellness Program and referred the matter to the Personnel Committee and the County Attorney for further consideration.

Meeting adjourned.



ALLEGANY COUNTY DEPARTMENT OF HEALTH

COUNTY OFFICE BUILDING

BELMONT, NEW YORK 14813

TELEPHONE 716 268-9250

FAX 716 268-9446

ANDREW LUCYSZYN, MPA
Public Health Director

LEE A. FRAIR, President
Board of Health

MEMO

TO: All Allegany County Employees

FROM: Dean Scholes, Summer Intern - Public Health Education D.S.

RE: Wellness Program (Project W.I.S.E. - Walking Is Super Exercise)

In cooperation with the Board of Legislators, the Public Health Educator's office has implemented a wellness program for employees of the county system. Since walking is already popular with much of the staff, I have devised a walking program with many different routes of varying distances around the village of Belmont. These routes can be walked during morning, afternoon and/or lunch breaks. Distances range from one quarter mile to two miles.

Walking is a fun, low impact, aerobic exercise that increases lung efficiency, muscle endurance and tone and can help relieve stress. Combined with a proper diet, walking can also help maintain or reduce one's body weight.

As an added incentive, participants can record their distances on a chart that will be posted. At the end of the program, each of the top three participants who have walked the furthest will receive a gift certificate valued at \$45.00 toward a pair of walking shoes/sneakers at Lester's Shoe Store. In addition, Lester's is offering a 20% discount on the shoes as well.

The competition begins July 1, 1990 and ends October 1, 1990. Register to participate at the Public Health Educator's office. Registration ends June 29, 1990. For more information, stop by the Public Health Educator's office or call 268-9249 and ask for Lori Ralyea or Dean Scholes.

Allegany County Department of Health

PROJECT W.I.S.E.

FOOTWEAR

Proper footwear is very important when walking. Improper footwear can cause blisters, aching arches and heels, and cause premature fatigue.

Consider the following when selecting your walking shoe:

- * Is it lightweight?
- * Is it made of durable material?
- * Does it cushion the heel adequately?
- * Is the shoe slightly stiff? (this helps support the natural walking motion).
- * Is the arch well supported?
- * Is there ample toe room at the end?

Also, wear socks with breathable fabric such as cotton or an Orlon/cotton blend for added comfort.

CLOTHING

Wear anything that is loose-fitting that allows free and comfortable movement while walking. During hot days a T-shirt and shorts are advised. Other articles may include sun glasses, a visor or sunscreen.

To avoid any complications drink plenty of water. If you experience dizziness, nausea, become too winded or feel any other type of discomfort stop and do your walk some other day.

- * Please consult your physician before beginning this or any exercise program.

Allegany County Department of Health

COMPETITION RULES

- * Participants must use provided routes.
- * It is the responsibility of each participant to record his/her own routes walked each day.
- * Participants may only record miles walked during morning, afternoon and/or lunch breaks.
- * Competition based on honor system.
- * Participants must note which map (A or B) was used, and which routes were taken.
- * Competition will begin on July 1, 1990 and end October 1, 1990.
- * Final distances will be tabulated by Lori Ralyea.
- * In the event of a tie between the top three participants with the most miles walked at the end of the program: the names of the participants will be placed in a hat and drawn at random by a non-participant.
- * HAVE FUN.

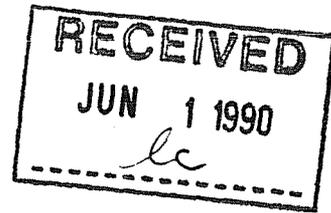
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APPROVED

MINUTES OF THE MEETING
HEALTH SERVICES COMMITTEE

May 29, 1990

MEMBERS PRESENT: Chairman Frair
Legislators Walchli, Miess

ALSO ATTENDING: Albert Vossler, Health Department



A special meeting was called to consider the request made by Mr. Vossler to hire a temporary Public Health Engineer at base salary for 60 days. This person will be doing the public water supply inspections for Allegany County.

Also a request to approve the hiring of two Environmental Health Aides for the summer was made.

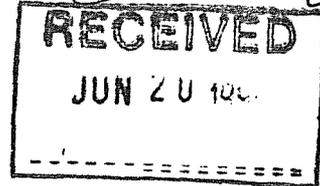
A motion approving these requests was made by Legislator Miess and seconded by Legislator Walchli. Motion carried.

There being no further business the meeting was adjourned.

Respectfully submitted,

Teresa Claypool

MINUTES OF THE MEETING
HEALTH SERVICES COMMITTEE
JUNE 19, 1990



MEMBERS ATTENDING: Chairman Frair
Legislators Gallman, Walchli, Miess

ALSO ATTENDING: Elizabeth Embser, Office for Aging
Robert Anderson, Counselling Center
Christine Johnson, Health Department
Corrine Collins, Health Department
Cyndi Fanton, Health Department
Richard Witkowski, ARC Director
William Coch, MD
Steve Meyers

NOT
APPROVED

CALL TO ORDER

The meeting was called to order at 9:02 a.m. by Chairman Frair.

APPROVAL OF MINUTES

Minutes of the May 22nd, May 29th, and June 11th meetings were approved with a motion by Legislator Gallman and second from Legislator Miess. Motion carried.

COUNSELLING CENTER

Dr. Anderson requests permission to increase the petty cash fund for the Intensive Case Management Program. It was originally set at \$500.00, wants to increase to \$900.00. This would allow greater access to services and a more efficient disbursement structure. A motion was made by Legislator Gallman, seconded by Legislator Walchli approving this increase through a resolution drawn up by the County Attorney's Office. Motion carried.

ARC requests that the county advance to them \$110,000. This is approximately \$50,000 county money and \$60,000 in State Aid. This has been discussed with Jim Mulholland. It is not in excess of what the County had agreed upon at contract time. A motion was made by Legislator Miess, seconded by Legislator Walchli and carried approving this advance. Motion carried.

Mr. Witkowski, Executive Director, ARC, talked to the com-

mittee regarding ARC services. They have a Sheltered Workshop Program that serves approximately 110 people. They contract with a number of different industries, M & K, Cuba Cheese, etc; Supportive Work Program where through on the job training they have placed nine individuals; a Day Training Program for the more severely handicapped individual; and a Respite Program where they can provide up to 2 weeks in respite care. Mr. Witkowski mentioned that this agency is looking into providing a pre-school program in Allegany County for handicapped children. This may help in the transportation expense the county now has. He also stressed the importance placed on the quality of services provided to these individuals. They are also looking into starting a Prevention Program and have sent a grant to the State for this purpose. ARC serves over 200 individuals in Allegany County.

Dr. Anderson stated that Emily Bloom, Director of Council on Alcoholism & Substance Abuse, Inc. will be leaving soon. As soon as he knows of a replacement for her he will come back to committee for their approval.

HEALTH DEPARTMENT

There was considerable discussion regarding the transportation costs for the Children with Special Needs Program. Chairman Frair informed the committee that he went to Laidlaws to talk to them regarding the cost of transportation. They told him a number of different items that enter into the amount charged for providing transportation, such as, the purchase of a new fleet of buses, the purchase of the Blue Bird Company, insurance costs, the distance that needs to be traveled in Allegany County, etc.

The committee was glad to hear of ARC's interest in a Pre School program in Allegany County. There is concern over the amount of time a preschool child spends on the bus. If ARC could provide the educational services and transportation, it could benefit these children as well as be less costly to the county.

A letter to Laidlaws from a concerned parent regarding their service was read. This parent has legitimate concerns and deserves a reply from Laidlaws. Cyndi Fanton and Chairman Frair will contact Laidlaws regarding this. It was mentioned that you will also hear of parents who don't call the company to let them know their child will not be attending school, or of a driver who has brought a child to the designated place and no one is there to get the child.

Ms. Fanton informed the committee that she has sent a letter to all the school district in Allegany County to see if they are interested in transporting children. Scio Central has shown an interest in this. There is concern of liability insurance costs.

It is felt that it could be to the County's benefit to look further into the possibility of starting their own preschool program (provider of services, example-PT, ST). There would be many items to consider.

A motion was made by Legislator Miess, seconded by Legislator Gallman to award the transportation contract to Laidlaws. Motion carried.

In trying to be more cost efficient and at the same time providing appropriate professional services for autopsys performed for Allegany County, the past Director, contacted Dr. Forbes, Medical Examiner, Monroe County. He sent the Health Department a sample contract and is interested in coming down to talk to the Board of Health. He will explain exactly what the costs are in performing an autopsy. At this time this service is provided by different agencies, for example, Erie County. Their charge has been \$975/autopsy. Dr. Forbes has stated that he would like to set up an annual fee rather than per autopsy as he has with other counties. (\$10,000 - \$12,000). It was suggested that the Coroners, police department, and District Attorney be invited to this meeting.

A request was made to send the Environmental Health Staff to the New York State Department of Health Environmental Health Seminar in Batavia on June 21, 1990;

The Department would like to send two nurses to a TB Update conference on July 12th at a cost of \$27 each;

They would also like to send three nurses to a Bereavement Workshop on June 19th at a cost of \$6.50 each.

Approval for the three above mentioned conferences was given with a motion from Legislator Gallman, and a second from Legislator Miess. Motion carried.

It was mentioned that the Health Department will need to order flu vaccine in near future and they will be returning with the necessary information.

OFFICE FOR THE AGING

Ms. Embser requested permission to send one of her staff to an Energy Packager Training Program on June 19 and 20th in Albany. Legislator Gallman moved with Legislator Walchli seconding on this request. Motion carried.

The State has approved the Office for the Aging for the Energy Packet Grant. Ms. Embser would like this committee to accept

this grant through a resolution setting up appropriate expenditure and revenue accounts. At this time she has not received the exact amount of the grant. This grant provides monies for minor home repairs. She would like to hire one individual who would assist people in applying for this service as there are many sources of funding for this type of service. The State does require a match of \$11250. Ms. Embser feels she will be able to get this from the different utility companies in the County. The grant runs out as of September 30, 1991, so the individual would only be a temporary employee. A motion was made by Legislator Gallman to accept the grant. Legislator Walchli seconded with the stipulation that the person hired is aware of the temporary nature of the job. Motion carried. As soon as Ms. Embser is notified as to the amount of the grant, she will notify the County Attorney's Office.

The Older American's Act provides a IIID grant totalling \$2993 with a 10% match from the County. This grant that the OFA has had in the past also provides monies for minor repairs. She asks the committee to accept this grant. A motion was made by Legislator Miess, seconded by Legislator Walchli and carried. The County Attorney's office is asked to prepare the appropriate resolution for this grant.

Ms. Embser requests permission to send one of the OFA employees to a Executive and Policy Committee Meeting in Syracuse on June 19 and 20. A motion approving this request was made by Legislator Miess, seconded by Legislator Walchli and carried.

A request was made to purchase two air conditioning units for the OFA building at a cost of \$495 each. A motion approving this request and referring to the Public Work Committee was made by Legislator Gallman, seconded by Legislator Miess, and carried.

OTHER BUSINESS

William Coch, MD and Stephen Myers representatives of the Low Level Radioactive Waste Public Health Task Force spoke to the committee on recent findings regarding LLRW. The Director of Environmental Health, NYS Department of Health recently responded to inquiry from the task force regarding the health effects of low levels of radiation. He estimated that the dose of radiation which is allowed to be released from a LLRW facility (25 mrem/yr) would cause between 1.1 to 2.4 extra fatal cancers/1000 exposed persons over a lifetime. This risk far exceeds the allowable risks from other common hazardous materials (asbestos, benzene). The Governors office was told that the current standard for exposure of the general public to radiation constitutes a risk which is 10 times greater than allowable for other hazardous materials. The task force would like to be able to contract with an outside organization who would use their professional

knowledge in material used for this type of facility, etc. They would be dealing strictly with LLRW. Legislator Walchli supports the work the task force has done so far and feels they should present their findings to the Full Board of Legislators on July 9th.

The Alzheimer's Association is planning its second annual Memory Walk on September 15th. They would like this committee to consider declaring this day as "Memory Walk Day" in this county. After brief discussion, Legislator Gallman moved on this request with Legislator Miess seconding. Motion carried.

A request was made to go into executive session. Done with a motion from Legislator Gallman, second from Legislator Miess, carried.

A motion was made to return to regular session by Legislator Gallman, second from Legislator Miess. Motion carried.

AUDIT OF CLAIMS

The usual bills were reviewed and approved with a motion from Legislator Walchli, second from Legislator Miess. Motion carried.

ADJOURNMENT

There being no further business, the meeting was adjourned at 12:01 p.m.

Respectfully submitted,

Teresa Claypool

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HEALTH SERVICES COMMITTEE

July 9, 1990

NOT
APPROVED

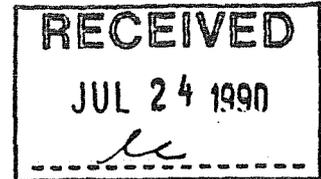
J. Margeson

Present: Frair; Gallman; Nielsen; Miess; Walchli;

A special meeting was called by Chairman Frair to consider a request from the Health Department to temporarily hire for five weeks an Account Clerk Typist to take the place of Sue Amidon who will be on military leave and vacation leave without pay from July 9 through August 10, 1990. On a motion duly made, seconded and carried, approval was given by the committee. Carried unanimously.

Meeting adjourned.

MINUTES OF THE MEETING
HEALTH SERVICES COMMITTEE



JULY 17, 1990

MEMBERS ATTENDING: Chairman Frair
Legislators Gallman, Walchli, Miess, Neilson

ALSO ATTENDING: Elizabeth Embser, Office for the Aging
Robert Anderson, Counselling Center
Christine Johnson, Health Department
Cyndi Fanton, Health Department
Vikki Gaeta, Health Department
Patty Reagan, Stop DWI
Lucille Wall, Association for the Blind

CALL TO ORDER

The meeting was called to order at 12:48 p.m. by Chairman Frair.

APPROVAL OF MINUTES

Minutes of the March 28th CASA meeting, April 4th Aging Seminar, the June 19 and July 9th minutes were approved with a motion by Legislator Gallman and second by Legislator Miess. Motion carried.

There was a brief discussion about the presentation given by Dr. Coch and Steve Meyers; however, no action was taken at this time.

There was also a brief discussion about the transportation contract with Laidlaw. Chairman Frair will check with the County Attorney about this.

HEALTH DEPARTMENT

Chris Johnson discussed a deficit in Home Health Aids. The reasons given for this deficit are as follows: 1) Cost to the county, which is \$54500 set aside by Jim Mulholland. This amount consists of approximately \$20165 medicaid, \$27250 medicare, and \$7,085 contingency. 2) There is presently more of a need for Home Health Aids. This need is based solely on medical need, not financial need. She requested a transfer of money. A motion was made by Legislator Neilson, seconded by Legislator

Gallman and approving this request. Motion carried.

Chris Johnson also requested a transfer of money of \$1000 for the chest clinic account. A motion was made by Legislator Neilson, seconded by Legislator Gallman and carried approving this request. Motion carried.

Bids for the purchase of a Defibrillator and a Burdick were discussed. Quoted prices of the Defibrillator from Laederal Medical Corporation and Scranton Surgical are \$8585 and \$5085 respectively. It was resolved that this be turned over to John Tucker (OES) to review.

Vicky Gaeta approached the committee to get approval to return five vacation days back to her. She lost the five vacation days her anniversary date is April 3rd. The motion was made by Legislator Neilson and seconded by Legislator Miess to approve this request. Motion carried.

Cyndi Fanton made the committee aware of Renee Francisco's situation. Renee was involved in a serious car accident in August of 1989 which left her paralyzed from the neck down. Mrs. Fanton shared with the committee the various equipment that Renee will need, such as: a battery, a generator, a humidifier, a ventilator, and a suction unit among many. There may or may not be private insurance coverage (Blue Cross) or medicaid coverage. Chris Johnson suggested that the 1991 PHCP budget should allow for at least some of Renee's care.

Chris Johnson also mentioned a request from the Public Health Educator to go to Batavia on August 24th for a seminar in stress management.

Chris Johnson is recommending an increase in compensation during the time in which there was no Director of the Health Department. A motion was made by Legislator Walchli, seconded by Legislator Neilson approving this request. Motion carried.

MEDICAL SCHOLARSHIP BOARD

Peter Finley and Michael Kauffman were elected to serve on the Medical Scholarship Board for a two year term. A motion was made by Legislator Neilson, seconded by Legislator Gallman and carried approving this. Motion carried.

OFFICE FOR THE AGING

III C Budget: Elizabeth Embser presented the committee with the III C Budget. She noted, in order to balance the budget, she had to decrease congregate meals one day in Cuba and one day in

Motion carried.

AUDIT OF CLAIMS

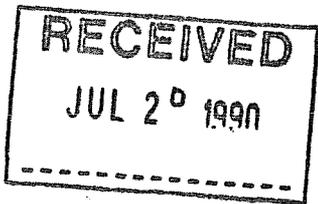
The usual bills were reviewed and approved with a motion from Legislator Gallman, second from Legislator Neilson. Motion carried.

ADJOURNMENT

There being no further business, the meeting was adjourned at 3:15 p.m.

Respectfully submitted,

Michelle Baker



HEALTH SERVICES COMMITTEE

July 23, 1990

NOT
APPROVED

J. Margeson

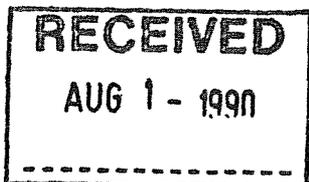
Present: Frair; Gallman; Nielsen; Walchli; Miess

A request was received from the Office for the Aging, to fill a vacant Aging Service Technician position, beginning July 27, 1990. This request was approved on a motion by Legislator Gallman, seconded by Legislator Miess and carried.

Meeting adjourned.

NOT
APPROVED

MINUTES OF THE MEETING
HEALTH SERVICES COMMITTEE



JULY 30, 1990

J. Margeson

MEMBERS ATTENDING: Chairman Frair
Legislators Gallman, Miess, Walchli, Neilson

ALSO ATTENDING: Elizabeth Wattenburg, Office for the Aging
Christine Johnson, Health Department
Cyndi Fanton, PHCP, Education PHCP
Mark Robinson, Mercy Flight

CALL TO ORDER

The meeting was called to order at 9:07 am by Chairman Frair.

Mark Robinson, Representative for Mercy Flight, spoke to the committee on the history and service provided by Mercy Flight. It is the only fully dedicated air service. They provide this service to eight of the Western New York Counties. Approximately 80% of their flight are between hospitals and 20% are on scene. They are a non profit organization working on a deficit budget. They receive a State grant of \$320,000, community and fire department donations/fund raising amounts to approximately \$32,000. Mr. Robinson has been appealing to the eight counties served to contribute a percentage (based on individuals that are estimated to use Mercy Flight). He is asking Allegany County to consider funding in the amount of \$15913. After some questions, it was agreed that this is a topic worth further discussion. The committee will again discuss Mercy Flight and get back to Mr. Robinson on their decision.

The Board of Health unanimously voted to recommend to this committee and the County Board of Legislators the reappointment of Dr. John D. Nystrom to the Board of Health for a new 6 year term expiring on 7/7/96. A motion approving this appointment was made by Legislator Gallman, second by Legislator Nielson, and carried.

OFFICE FOR THE AGING

Mrs. Wattenburg provided the committee with a summary of her budget showing the increases or decreases from 1990 to 1991. As she has some flexibility with the different grants, the summary showed the moving of funds form one budget to another. The EISEP budget was discussed at length. At this point in time the county

does not have the EISEP budget. Legislator Walchli moved to approve the EISEP budget. Legislator Nielson seconded with a recommendation to the budget officer to change the local contribution to \$1500 and \$1500 in revenues. Motion carried.

The SNAP Budget was approved at the previous meeting. Mr. Mulholland encourages a contract for the home delivered meals with the Long Term Program in the Health Department. This would support a savings to the county as the Health Department pays approximately \$13 for HHA services and the OFA could provide this meal service for approximately \$5.70. This would cut costs in Medicaid. A motion was made by Legislator Gallman, seconded by Legislator Nielson in support of this contract. Motion carried.

The HEAP budget is a Federal mandated program that requires another agency to provide this service other than the Department of Social Services. Mr. Mulholland states concerns, as he has in the past, that the county is doing the States work for them. If the county did not handle this program, they would have to find some other agency to handle the program. Mrs. Wattenburg admits that the HEAP program is one she was not enthusiastic about it from the beginning. But at this point in time she feels that the OFA does an excellent job with the program and is providing the elderly with much needed assistance under the program. The budget shows a part time clerk. The county share for this budget is \$1779. A motion was made by Legislator Miess, seconded by Legislator Nielson, and carried. Legislator Walchli was opposed.

The Energy Packager Grant was discussed. The major funding for this grant is to come from the different utility companies. This grant should show a decrease in cost of the HEAP budget in 1991. There is no cost to the county. A motion approving this budget was made by Legislator Nielson. Legislator Gallman seconded on the premise there is no county cost. Motion carried.

The Community Services for the Elderly, community based service for the elderly budget is used mostly for CASA. There is a \$1300 increase in the State allocation for this budget. A motion approving this budget was made by Legislator Gallman, seconded by Legislator Miess and carried.

IIID budget is used for minor home repairs. This budget was approved with a motion from Legislator Gallman, seconded by Legislator Nielson, and carried.

A motion was made by Legislator Walchli, seconded by Legislator Miess to go into executive session. Carried.

A motion was made by Legislator Walchli, seconded by Legislator Miess to continue the regular business of the meeting. Motion carried.

RESOLU N

The Board of Health also unanimously voted to recommend for appointment to the position of Public Health Director, Charles R. Benjamin, R.S., MPS/CSA effective August 20th at a salary of \$34724. They recommend that his term of appointment be for the completion of the previous Director's term. The Health Services committee unanimously supports the above recommendation with a motion from Legislator Nielson, second from Legislator Walchli. Motion carried.

HEALTH DEPARTMENT

Cyndi Fanton briefly discussed the PHCP budget and Education budget. PHCP has no changes and the Education PHCP has increased at 10%. There is an increase in revenues due to the new legislation. The rate increased from 55 to 60% in the 3-5 program with 0-2 remaining at 50%.

Mr. Mulholland asked the committee to keep in mind that the Health Department budgets are based on the \$250000 grant. Anything over and above this amount is reimbursed at 40%.

Mrs. Johnson stated that the biggest change is in the Personal Services accounts. She has included two new positions. Other changes are mostly due to the incorporation of EMS, PHCP, and Coroners into the jurisdiction of the Health Department. The department is requesting the purchase of five new cars in the 1991 budget. The committee would like a more detailed report on the cars; mileage, year, etc. Overtime was distributed as appropriate with the nursing division given the most amount of time. Also under equipment there is a \$1300 budgeted for a computer for EMS. It is felt that this is unnecessary, that one of the present computers in the Health department could be utilized.

Due to a lack of time, the committee agreed to continue the review of the Health Department budget on August 13th at 10:00 a.m.

Mrs. Johnson asked the committee to sign the Public Health Educator's over time request for her attendance at a conference in Indianapolis. She refuses as she said she knew nothing of the trip and therefore would not sign the slips. The committee would like to further discuss this at their next regular meeting on the 21st of August.

A request from the Public Health Educator to attend a Stress Management conference in Batavia at a cost of \$45 was denied by the committee. The motion was made by Legislator Gallman, seconded by Legislator Miess doing so. Motion carried.

ADJOURNMENT

There being no further business the meeting was adjourned at 12:00 noon.

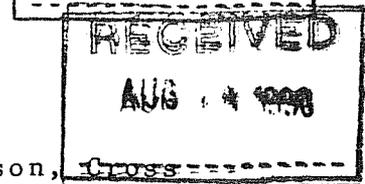
Respectfully submitted,

Teresa Claypool

NOT
APPROVED

MINUTES OF THE MEETING
HEALTH SERVICES COMMITTEE

August 13, 1990



MEMBERS ATTENDING: Chairman Frair
Legislators Miess, Walchli, Neilson, Cross

ALSO ATTENDING: Christine Johnson, Health Department
James Mulholland, Treasurer
Clair Wentworth, Legislator/Budget Officer

CALL TO ORDER

The meeting was called to order at 9:10 a.m. by Chairman Frair.

HEALTH DEPARTMENT

The Department requested transfers in the following accounts: A4010.406 (insurance) to A4010.404 (maint.autos) totalling \$5000; A4035.408 (Supplies) to A4035.409 (fees) totalling \$600; A4035.445 (constr.) to A4035.416 (phone) totalling \$64; A4035.806 (fringe) to A4035.805 (fringe) totalling \$510. These transfers were approved with a motion from Legislator Miess, and a second from Legislator Cross. Motion carried.

Chris Johnson requested attendance of two nurses at a seminar entitled Supporting the Dying Patient-Innovative Approaches in Buffalo on September 20th. The cost is \$100. This request was approved with a motion from Legislator Miess, and a second from Legislator Cross. Motion carried.

Ms. Johnson informed the committee that there are two account clerk typist positions in the department that need to be filled. One individual is off on disability and the other is on an extended military leave. She asks the committee permission to fill the positions with temporary individuals until such time as the others return to work. The typist in the department will be offered an upgrade as required under the AFSCME contract. Legislator Miess made the motion approving this request with Legislator Nielson seconding. Motion carried.

Legislator Cross stated that Mr. Robinson representative of Mercy Flight had been in contact with her. He would like the opportunity to speak to the Full Board regarding Mercy Flight and the funds they are asking Allegany County to contribute. This committee felt it a good idea for Mr. Robinson to do this. He will be coming in at the Full Board's next meeting on August

27th.

The Health Department's 1991 budget was discussed. Mr. Mulholland presented his recommendations for this budget as follows: He recommends that Medicare - Skilled Nursing revenue account A1610.1 be increased by \$20000; Medicaid - Skilled Nursing account A1610 be increased by \$40000;

In the Personal Services accounts that the part time typist for six months budgeted at \$6962 be deleted. He feels that the account clerk typists in the Education/PHCP Program should be utilized.

The Environmental Health Aide position should also be deleted from the 1991 budget. There was some discussion on this.

Under the Equipment account .201 EMS is requesting for a computer. Mr. Mulholland feels that the Health Department's computers could be used for the purpose needed in EMS. Therefore, \$1500 could be dropped from this line item.

The above recommendation would reduce under the Traditional 40% state aid by \$16589 and reduce the net service cost by \$55373.

In the Long Term accounts he recommends that revenue account A1610.10 Medicaid be increased by \$29500. Chairman Frair questioned why the HHA account had increased so? It was stated that the request as well as the need for this service has increased at a great rate in the past few months.

Under PHCP A4046 the State Aid amount should be increased by \$6000 (A3446).

Under EMT A4051, EMT Class Training; reimbursement is based upon the number of days. Classes have been cut from 3 to 2. As attendance has been about 96%, the state aid amount should be increased by \$13500 reducing the net cost to an amount of \$21328.

The moving of some of the smaller accounts that are claimed under the base grant of \$250000 were incorporated into the A4010 accounts. They are Adult Polio, TB, Cancer Screening, Rabies and Education PHCP Administration.

If the above recommendations are accepted the grand total on net service cost would decrease from \$410362 to \$305989.

A motion from Legislator Nielson was made to accept the Treasurer's recommendation as stated previously. Legislator Walchli seconded and the motion carried.

The budget sheets for A4010 were briefly reviewed per line item. There was discussion on over time. The committee feels that the Health Department should look into the possibility of

hiring a nurse, scheduled to reduced over time. They realize that the nurses contract would have bearing on this.

The department has a Sanitarian who is on disability. He will be making a decision in the next few weeks on whether he is able to return to work. If not, the department is looking to abolish the Sanitarian position and create a Public Health Technician position.

Automobiles were discussed. It is felt that the distribution of health department cars should be looked into. The committee after discussion reduced the request for 5 cars to 3 cars.

There being no further discussion on this budget, a motion was made by Legislator Nielson, seconded by Legislator Miess, to accept the budget as amended. Motion carried.

ADJOURNMENT

There being no further business the meeting was adjourned at 12:15 p.m.

Respectfully submitted,

Teresa Claypool

NOT
APPROVED

MINUTES OF THE MEETING
HEALTH SERVICES COMMITTEE

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August 24, 1990

J. Mergeson

MEMBERS ATTENDING: Chairman Frair
Legislators Miess, Walchli, Neilson

ALSO ATTENDING: Charles Benjamin, Health Department
Cyndi Fanton, Health Department
Chris Johnson, Health Department

CALL TO ORDER

The meeting was called to order at 9:33 a.m. by Chairman Frair.

APPROVAL OF MINUTES

The minutes of the July 17th, 23rd, and 30th were approved with a motion from Legislator Neilson, and a second from Legislator Miess. Motion carried.

HEALTH DEPARTMENT

Cyndi Fanton presented the committee with copies of the 0-3 budget that was received from BOCES. The budget totals \$60,000. At this time there are six students enrolled for the start of school. The \$60,000 would cover the cost of up to eight students. Any more than the eight the BOCES budget would increase. Mrs. Fanton states she has been informed that there are at least ten more students being evaluated for the program. The budget covers 2 hours/week/child, a total of 12 hours. There was considerable discussion on the cost of the program. It was decided that Mr. Hughes of BOCES should come in and talk with the committee regarding this budget. They would like justification and alternatives to this budget.

Chris Johnson requested committee approval to increase Long Term account A4040.429 (Home Health Aides) appropriation by \$43772. Revenue account A1610.10 (Medicaid) should also be increased by the same amount. As was in Traditional Home Health Aides, the reasons for the shortfall, i.e., increase in need, are much the same. This request was approved with a motion from Legislator Neilson and a second from Legislator Miess. Motion carried. This should also go through the Ways and Means committee for their approval.

A request was made by Chris Johnson to purchase for the Defibrillator unit a training unit at a cost of \$1500 and a heart

stem 2000 at a cost of \$1995. At the time the bids for the Defibrillator unit went out, it was the understanding that these additional units were included. They were not. The Health Department has the money in their budget. Approval for this purchase was made by Legislator Neilson, seconded by Legislator Walchli, and carried. This request should also go to Central Services Committee for their approval.

Mrs. Johnson would like committee approval to purchase "litter bags" with Health Department logo and phone number. In the bags would be put pamphlets on subjects such as prenatal and post natal information, nutrition, and injury prevention. Doing this would fulfill one of the Health Department's obligations under Article 6. The cost for 1000 bags is \$160. Approval was given with a motion from Legislator Miess, seconded from Legislator Walchli, and carried. It was suggested that Ms. Johnson check with a local supplier to see if it may be less costly.

A request for the Public Health Educator to attend the Annual State Educators meeting in September was made. It is a three day conference and it is felt to be very worth while. A motion was made by Legislator Miess, seconded by Legislator Walchli and carried, approving attendance to the conference.

The Health Department automobiles were briefly discussed.

OTHER BUSINESS

The Western New York Health Systems Agency Board of Directors request that Charles Benjamin serve on this committee as well as the Rural Health Care Utilization Committee. This request was approved with a motion from Legislator Walchli and a second from Legislator Miess. Motion carried.

Chairman Frair states that he is planning on attending the committee meeting of Public Health and Education in Syracuse. He hopes to get more information on the pre school program.

AUDIT OF CLAIMS

The usual bills were reviewed and approved with a motion from Legislator Miess and a second from Legislator Walchli. Motion carried.

ADJOURNMENT

There being no further business, the meeting was adjourned at 11:00 a.m.

Respectfully submitted,
Teresa Claypool

MEMORANDUM OF EXPLANATION

COMMITTEE: Health Services

INTRO. No. _____
(Clerk's Use Only)

DATE: _____

The Health Department requests a resolution for an additional appropriation amount of \$43772 in A4040.429 (Long Term Home Health Aides). This additional money is needed due to an increase in rates and an increase in need.

This \$43772 is made up by increasing aid in Revenue account A1610.10 Medicaid.

FISCAL IMPACT: Therefore, no fiscal impact.

NOT APPROVED

Margeson

MINUTES OF THE MEETING
HEALTH SERVICES COMMITTEE

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AUGUST 27, 1990

MEMBERS PRESENT: Chairman Frair
Legislators Neilson, Walchli

ALSO ATTENDING: Mike Hughes, BOCES
Cyndi Fanton, Health Department
Charles Benjamin, Health Department

CALL TO ORDER

This special meeting was called to order at 11:30 a.m. to discuss the BOCES budget submitted for county approval.

HEALTH DEPARTMENT

Chairman Frair asked Mike Hughes to look into alternatives on busing. This is very expensive. Mr. Hughes has agreed to have a meeting with the Superintendents' of the schools to discuss the busing expense and will notify Mr. Frair when this is set up.

Budget expenses were discussed in detail. Mr. Hughes agreed to submit a letter stating he will not exceed the \$60,000 contract arrangements without first seeking prior approval from this committee.

Mr. Benjamin asked Mr. Hughes to provide quarterly statistical reports which include the following: hours of instruction, travel time, preparation time, and other administrative costs. He agreed to do this.

There being no further discussion a motion was made by Legislator Walchli to accept the 1990-91 Birth - 2 Preschool Budget totaling \$60000. Legislator Neilson seconded and the motion carried.

ADJOURNMENT

There being no further business the meeting was adjourned at 12:20 p.m.

Respectfully submitted,

Teresa Claypool

RESOLUTION

HEALTH SERVICES COMMITTEE

September 10, 1990

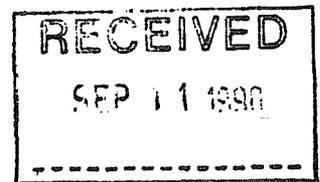
J. Margison

Present: Frair; Gallman; Miess; Nielsen;

At a special meeting of the committee, it was moved by Gallman, seconded by Miess and carried, that Charles Benjamin, Health Department Administrator, be permitted to attend the N.Y.S.A.C. meeting in Syracuse, N.Y. on September 17 and 18, 1990.

Meeting adjourned.

**NOT
APPROVED**



APPROVED

MINUTES OF THE MEETING
HEALTH SERVICES COMMITTEE

SEPTEMBER 24, 1990

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J. Margason

MEMBERS PRESENT: Chairman Frair
Legislator Miess, Gallman, Neilson, Walchli

ALSO ATTENDING: Charles Benjamin, Health Department
Elizabeth Wattenburg, Office for the Aging
Delores Cross, Chairman, Board of Legislators
James Mulholland, Treasurer

CALL TO ORDER

Chairman Frair opened the meeting at 10:05 a.m.

APPROVAL OF MINUTES

Minutes of the August 24, 27th, and September 10th meetings were approved with a motion from Legislator Gallman and a second from Legislator Miess. Motion carried.

OFFICE FOR THE AGING

Mrs. Wattenburg asked to be allowed to purchase a telephone for the Energy Packager at a cost of \$250. Central Services committee has approved this purchase. A motion was made by Legislator Miess and seconded by Legislator Gallman, approving this purchase. Motion carried.

The Office the Aging would like to request a Resolution to create a reserve account (revenue) for the Congregate Sites (III-C, A6772). This account will hold extra donations made to specific luncheon sites.

An additional appropriation account is needed for expenditures for luncheon sites based upon donations made to the reserve account. This will also require a resolution.

The Office for the Aging has received four checks to be deposited in the Congregate Site reserve account totalling \$300.00.

Mr. Mulholland explained briefly how the reserve account operates. Monies accepted would be put into this account with committee approval. Bills would come through in the regular audit as it is now. Each donation has to be accepted by resolu-

RESOLUTION (3)

tion.

Ms. Wattenburg states that she has had individuals call the office committing to donations.

A motion was made by Legislator Gallman to approve the creating of the reserve account, the appropriation account, and the accepting of the donations received totalling \$300. The County Attorney should prepare the appropriate resolutions. This motion was seconded by Legislator Miess. Motion carried.

Ms. Wattenburg would like to send Cheryl Czorka to a conference in Albany (NYS Association Nutrition & Aging Service Program-Fall Training);

Ms. Wattenburg would like to attend the NYSAAA Conference in Albany in November.

These requests were approved with a motion by Legislator Neilson, seconded by Legislator Gallman and carried.

The Aging Service Technician has resigned her position with the OFA and the Typist is temporary out due to illness. Ms. Wattenburg would like to replace the Technician and if necessary bring in a temporary typist. A motion approving these requests was made by Legislator Neilson and seconded by Legislator Gallman. Motion carried.

COUNSELLING CENTER

Mr. Mulholland on behalf of Robert Anderson requests a resolution to increase Allegany County ARC/OMRDD 1990 County Budget by \$31,962. The State previously allowed net expenditures of \$356,258 in this program. They have increased this amount to \$388,220. The State Aid account A3490.3 should also be increased \$15981 and the Local Contribution account A1625 should be increased by \$15981. A motion was made by Legislator Gallman, seconded by Legislator Miess to accept this additional money. Motion carried.

HEALTH DEPARTMENT

Mr. Benjamin stated that Corrine Collins, Office Manager has requested a maternity leave until January 15, 1991. He would like to temporary promote the Medical Records Computer Operator to the Office Manager position and hire a full time temporary typist until Mrs. Collins returns to work. A motion approving this request was made by Legislator Gallman, seconded by Legislator Neilson, and carried.

The Registered Nurse that has been off on compensation wants to return to work on light duty. She would be only assigned to

work clinics. The letter received from the doctor states that she after returning to work would determine if she is able to continue working. Jim Hand of Workers Compensation has set a hearing for September 26th. He would like a more definite statement from the doctor on her ability to work.

The Health Department is under contract with HSA to provide a Health Planning Data Base and Report Series for the State required Assessment and Plan. There are two phases to this contract and they have completed phase I. Mr. Benjamin request approval to pay HSA \$3000 for this completion. It was stated that because of the contract with HSA, approval for payment through committee is not needed.

Alfred University has completed the Allegany County Radon Study and is requesting payment of \$315.64 for their work on this study. Mr. Benjamin requests approval of this payment. A motion was made by Legislator Miess, seconded by Legislator Gallman approving payment. Motion carried.

Mr. Benjamin mentioned he would like to purchase a new desk. Mrs. Cross mentioned there is a wooden desk that has been put into storage that came out of her room. If this desk isn't what is needed the committee has no problem with a desk being purchased.

A request was made to send two nurses to a conference on catheterization in Amherst on September 29th at a cost of \$150. The committee agreed to send one nurse at a cost of \$75.00. This approval was given by a motion from Legislator Gallman, second by Legislator Miess and carried.

A request was made to send Albert Vossler to the Conference of Directors of Local Environmental Health Services in Ithaca on October 22-24th. Mr. Benjamin feels this will be a good conference for Mr. Vossler to attend as it will be discussing water sheds, new health department regulations on tanning beds, etc. Approval was given with a motion from Legislator Neilson. Legislator Gallman seconded and motion carried.

Mr. Benjamin would like to attend a seminar entitled, "The Managing Medicare Cost Report Data for HHAS". This is the first seminar offered on the east coast and will be in Rochester on November 15th and 16th. Medicare and Medicaid financial record keeping will be discussed and will be beneficial to the Health Department. Legislator Gallman moved on this request with Legislator Miess seconding. Motion approved.

Mr. Benjamin informed the committee that he has sent out a memo to the staff regarding compensatory time and overtime. He has also requested from some of the staff a "productivity report".

Regarding the contract with OFA on the home delivered meals with the Health Department, Mr. Benjamin states that the State Department of Social Services has to authorize this to be part of the Long Term service and determine a rate. This process will take approximately three to four months.

ACCORD would like us to provide medical screening for their Childrens Headstart Grant to begin in 1991. To quality for the grant they need matching inkind cost established. A letter of intent will be forwarded to ACCORD. Approval for this screening was given with a motion from Legislator Gallman, seconded by Legislator Miess and carried.

It was mentioned that the gas tanks in the rear of the County Building do not meet specifications. This has also been discussed at Public Works Committee meetings.

Mr. Benjamin stated that he has received the Coroners Contract from Monroe County. The County Attorney has reviewed it and has found only one problem, and that is with the "Hold Harmless" clause. He has made the change necessary and return the contract to Monroe County for their approval of this change.

The Health Department requests transfers totalling \$19100 as follows: from A4010.409 (fees) to A4010.434 (ST) of \$7000; from A4010.406 (ins) to A4010.435 (PT) of \$7000; from A4040.445 (constr) to A4040.443 (ERS) of \$5100. These transfers are needed due to the increase of patients requiring the services of a physical therapist, speech therapist, and the lifeline units. Legislator Gallman approved these transfers with Legislator Miess seconding. Motion carried.

OTHER BUSINESS

The Chairman of the Board has placed in nomination the name of Charles Benjamin to serve on the Health Systems Agency of Western New York Board of Directors. It is requested on this committee to offer a resolution confirming this nomination. The term will run from October 9th to March 31, 1991. A motion was made by Legislator Miess and seconded by Legislator Gallman approving this appointment. Motion carried. The County Attorney should prepare the appropriate resolution.

Briefly discussed was Mercy Flight's request for local funding. No action has been taken on this as of this date. Also discussed was the 0-3 program regarding costs, legislation, etc.

A motion was made by Legislator Gallman to go into Executive Session. Legislator Miess seconded, motion carried.

A motion made by Legislator Gallman and seconded by Legis-

RESOLUTION

lator Miess was made to continue the regular meeting. Motion carried.

AUDIT OF CLAIMS

The usual bills were reviewed and approved with a motion from Legislator Gallman, second from Legislator Miess, and carried.

ADJOURNMENT

There being no further business the meeting was adjourned at 11:30 a.m.

Respectfully submitted,

Teresa Claypool

MEMORANDUM OF EXPLANATION

COMMITTEE: Health Services Committee

INTRO. No. _____
(Clerk's Use Only)

DATE: 9/24/90

Allegany County Office for the Aging would like to request a Resolution to create an additional appropriation account (.434) for A6772 (III-C). This account will be used for expenditures for specific luncheon sites based upon donations made to the reserve account.

FISCAL IMPACT: None

MEMORANDUM OF EXPLANATION

COMMITTEE: Health Services Committee

INTRO. No. _____
(Clerk's Use Only)

DATE: 9/24/90

Allegany County Office for the Aging would like to request a Resolution to create a reserve account (Revenue) for the Congregate Sites (III-C, A6772). This account will hold extra donations made to specific luncheon sites.

FISCAL IMPACT: None

MEMORANDUM OF EXPLANATION

INTRO. No. _____
(Clerk's Use Only)
DATE: 9/24/90

COMMITTEE: Health Services Committee

The Allegany County Office for the Aging has received four checks to be deposited in the Congregate Site Reserve Account ().

American Legion Post 1155 Auxiliary, Fillmore, NY	\$ 25.00
American Legion Post 1155, Fillmore, NY	\$ 150.00
Order of Eastern Star, Fillmore, NY	\$ 100.00
American Legion Hill Warner Post 414, Angelica, NY	\$ 25.00

FISCAL IMPACT: None

MEMORANDUM OF EXPLANATION

COMMITTEE: Health Services

INTRO. No. _____
(Clerk's Use Only)
DATE: September 14,

Resolution requested to increase Allegany County ARC/OMRDD 1990 County Budget by \$31,962.

State Aid Approval letter dated June 12, 1989 allows ARC/OMRDD net expenditures of \$356,258. State Aid Approval letter dated August 10, 1990 (final letter) allows ARC/OMRDD net expenditures of \$388,220. The difference is \$31,962.

(copies of Approval letters are attached)

SCAL IMPACT: NONE.

APPROVAL LETTER WORKSHEET
NON-620
SCHEDULE A

COUNTY: ALLEGANY
REV. DATE: JUNE 12, 1989
FOR YEAR: 1989

(copy to J. Aulholland
12/6/89)

AGENCY	GROSS	INCOME	NET	STATE AID
COUNTY ADMINISTRATION	\$24,092		\$24,092	\$12,046
ASSOC/RETARDED CITIZENS	732,243	375,985	356,258	178,129
SUBTOTAL	\$756,335	\$375,985	\$380,350	\$190,175
		OMRDD	SHARE OF	16,653
			TOTAL AID	\$206,828

APP'

STATE SHARE
APPROVAL LETTER WORKSHEET
NON-620
SCHEDULE A

50.000%

COUNTY: ALLEGANY
REV. DATE: AUGUST 10, 1990
FOR YEAR: 1989

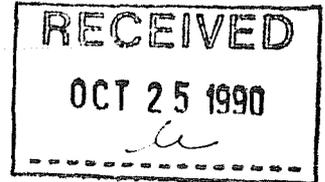
AGENCY	GROSS	INCOME	NET	STATE AID
COUNTY ADMINISTRATION	\$31,241		\$31,241	\$15,621
ASSOC/RETARDED CITIZENS	616,993	\$228,773	388,220	194,110
SUBTOTAL	\$648,234	\$228,773	\$419,461	\$209,731
		OMRDD	SHARE OF	16,653
			TOTAL AID	\$226,384

MINUTES OF THE MEETING

HEALTH SERVICES COMMITTEE

October 16, 1990

APPROVED



MEMBERS ATTENDING: Chairman Frair
Legislators Gallman, Miess, Neilson

ALSO ATTENDING: Robert Anderson, Counseling Center
Charles Benjamin, Health Department
James Sikaras, County Attorney
Delores Cross, Chairman, Board of Legislators

J. Margesson

CALL TO ORDER

The meeting was called to order by Chairman Frair at 9:02 a.m.

APPROVAL OF MINUTES

The minutes of the September 24th meeting were approved with a motion from Legislator Gallman, and a second from Legislator Miess. Motion carried.

COUNSELING CENTER

Dr. Anderson requests approval to attend the Fall Directors Conference on October 22, 23, and 24 in Saratoga. A motion was made by Legislator Neilson, seconded by Legislator Miess approving this request. Motion carried.

HEALTH DEPARTMENT

Mr. Benjamin requested committee approval for the following:

- transfers from A4010.439, Assigned Counsel to .401, .402, .403, .414, .422, and .435 totalling \$6280;
- transfered from A4010.419, Printing, to A4010.431 - \$2000;
- transfered from A4010.421, Education, to A4010.429 - \$4680;

These transfers between .4 accounts were approved with a motion from Legislator Miess, and second from Legislator Gallman. Motion carried.

A resolution is need to transfer monies from the Health Department's .2 equipment accounts to .4 expenditures accounts as

follows:

- A4010.206, Health Equipment to A4010.446, Private Duty Nurses - \$4600;

- A4010.204, Autos, to A4010.404, Maintenance Autos, - \$2175;

- A4010.201, Office Equipment to A4010.408, Supplies - \$2300.

These transfers are needed to cover anticipated costs in the areas indicated.

A motion was made by Legislator Gallman, seconded by Legislator Neilson approving these transfers. Motion carried.

The Health Department requests a resolution for an additional appropriation amount of \$31320 in A4010.429 Home Health Aides. This additional money is needed due to an increase in need for this service.

\$18000 of this appropriation is made up by increasing aid in Revenue account A1610.1 Medicare and \$13320 is made up by increasing aid in Revenue account A1610 Medicaid.

Approval was given with a motion from Legislator Gallman, seconded by Legislator Neilson, and motion carried.

Mr. Benjamin requests an increase in appropriation is Personal Services account A4010.104 (Nurses) totalling \$38966. This is needed due to the settlement of their contract, 5% increase with retroactive payment.

\$23380 (60%) will be taken from A1990.4 Contingent and \$15586 (40%) is reimburseable from State Aid.

This increase in appropriation was approved with a motion from Legislator Gallman, and a second from Legislator Miess. Motion carried.

Mr. Benjamin updated the committee on staff changes. Linda Aronson has been temporarily promoted to Office Manager; Mary McKinley has been hired as a temporary typist; Georgia Long has returned from disability. There was some discussion on Pat Scott, RN who has been off on workers compensation.

Mr. Benjamin stated that he has received a letter from the State saying they had accepted his credentials for his position of Public Health Director.

One of the Health Department's PHN's is going to be off on

RESOLUTION

RESOLUTION

RESOLUTION

maternity leave to start November through February. Mr. Benjamin states that there are two nurses who work part time. They are going to be asked if they would like to increase their schedule. The other option is to hire a RN on a temporary basis until the nurse returns from her leave. The committee gave approval to fill the position on a temporary basis with a motion from Legislator Gallman, and a second from Legislator Neilson. Motion carried.

Under the IHAP Program, the state wants us to sign a contract that would allow us an additional \$575 to conduct screening of children of mothers with hepatitis B. In order to qualify the Health Department should expend all monies allowed for this program. The Department has not, therefore, this year we would not receive this additional money. The State is aware of this, but in order to qualify in the coming years, we have to apply at this time. A motion was made by Legislator Neilson, seconded by Legislator Miess, and carried, to apply for this money.

The Health Department has had an agreement with Cattaraugus County to provide services for the Chest Clinic. A letter has been received from them stating that they will no longer provide us with this service. Mr. Benjamin has sent letters to all Allegany County physician asking them if they may be interested in providing us their services for the clinic. It was asked if the Department has let the hospitals know about this clinic? If not he should notify them.

In September the Health Department was notified by InfoMed (computer software company) that they had increased their maintenance rates and it was retroactive back to May 1990. Mr. Benjamin sent the company a reply outlining areas of concern/lack of technical support. Mr. Benjamin explained to the committee that the software package is not being utilized to its full capacity and that InfoMed charges \$175/day to come in and train staff on the rest of the package. On Friday of this week department staff are meeting with Debbie Button to discuss the software. After this meeting Mr. Benjamin will know more what the options of the department are regarding the software programs.

There was brief discussion on the Alfred Sewage Treatment Plant. The Health Department received a report of discharge at the plant, and after looking into this, referred it to DEC who has jurisdiction in this matter. The Health Department may in the future need to issue an advisory regarding the water.

Mr. Benjamin states that he would like to purchase a desk and chair for his office. The committee had no problem with this request.

Mr. Benjamin states that there are a number of meetings he is required to attend, and he asked if it is necessary to come to

the committee for approval for each of these. They stated that it is only necessary if a conference requires lodging, etc.

A request for Mr. Benjamin to attend a conference in Batavia on November 8th and 9th regarding the PHCP Program was made. Approval was given with a motion from Legislator Neilson, and a second from Legislator Gallman. Motion carried.

OTHER BUSINESS

Mercy Flight was again discussed. A letter was read from the County Attorney's office of Wyoming County. Ways and Means committee has referred the request from Mercy Flight back to this committee for their decision on action if any. A motion was made by Legislator Gallman, seconded by Legislator Neilson, and carried to not do anything with the request from Mercy Flight at this time.

The Western New York Health Systems Agency has requested funding in the amount of \$3900 to continue to carry on their services to the county. The agency has received funds from Allegany County in the past. It was stated that possibly they are again requesting monies due to the loss of a grant. It was felt that we should look to other counties to see what they are doing with this request and possibly get an indication of what they are planning on doing for this county with that money before any action is taken.

Briefly discussed was the topic of schools transporting children, under the Children With Special Needs Program, rather than a company such as Laidlaws. If they could take them at least to the BOCES facility, it could possibly save the County a great deal of money.

The County Coordinator of Special Education Program advised that three preschool children are required to be transported to Livingston-Wyoming ARC of Geneseo, New York, an education provider, that the County does not have a contract with them; that the current transportation provider will transport such children a cost of \$250 per day per trip; that transportation will have to be provided by October 29, 1990; and that Kemps Bus Service, Inc., 45 Spring Street, Livonia, New York will provide such transportation at the rate of \$91 per day per trip. The following motions were made:

1. That the County enter into a contract with the above education provider to commence October 29, 1990 and expire August 31, 1991. Legislator Gallman made this motion with Legislator Miess seconding. Motion carried.

2. That a resolution be offered to the Board of Legislators

on Monday, October 22, 1990, declaring that a public emergency exists since such children have to be transported starting October 29, 1990; that Kemp provide the transportation at \$91 per day per trip until competitive bids can be prepared and a successful bidder determined and contracted with. Legislator Gallman made this motion with Legislator Neilson seconding. Motion carried.

3. If such resolution is adopted the Coordinator is hereby directed to immediately solicit bids and to select the bid return date after consultation with the Chairman of this Health Services Committee. The contract will expire June 3, 1991, if a successful bidder to obtained.

AUDIT OF CLAIMS

The usual bills were reviewed and approved with a motion from Legislator Gallman and a second from Legislator Miess. Motion carried.

ADJOURNMENT

There being no further business the meeting was adjourned at 10:55 a.m.

Respectfully submitted,

Teresa Claypool

MEMORANDUM OF EXPLANATION

COMMITTEE: Health Services

INTRO. NO. _____
(CLERK'S USE ONLY)

DATE: _____

A resolution is needed to transfer monies from the Health Department's .2 equipment accounts to .4 expenditure accounts. The breakdown is as follows:

A4010.206 (Health Equipment)	to A4010.446 (PDN)	\$4600.00
A4010.204 (Autos)	to A4010.404 (Maint.Autos)	2175.00
A4010.201 (Ofc.Equip)	to A4010.408 (Supplies)	<u>2300.00</u>
	Total	\$ 9075.00

These transfers are needed to cover anticipated costs in the areas indicated. These transfers will hopefully be sufficient to take us through 1990 expenses.

FISCAL IMPACT: None

MEMORANDUM OF EXPLANATION

COMMITTEE: Health Services

INTRO. No. _____
(Clerk's Use Only)

DATE: _____

The Health Department requests a resolution for an additional appropriation amount of \$31320 in A4010.429 Home Health Aides. This additional money is needed due to an increase in need for this service.

\$18000 of this appropriation is made up by increasing aid in Revenue Account A1610.1 Medicare and \$13320 is made up by increasing aid in Revenue Account A1610 Medicaid.

SCAL IMPACT: No impact.

MEMORANDUM OF EXPLANATION

INTRO. No. _____
(Clerk's Use Only)

COMMITTEE: Health Services

DATE: _____

The Health Department requests an increase in appropriation in Personal Services account A4010.104 (Nurses) totalling \$38966. This is needed due to the settlement of their contract, 5% increase with retroactive payment.

Please note that \$23380 (60%) will be taken from A1990.4 Contingent and \$15586 (40%) is reimburseable from State Aid.

The Health Department requests a resolution be made on the above request.

FISCAL IMPACT: Impact \$23380.

J. Margeson

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MINUTES OF THE MEETING
HEALTH SERVICES COMMITTEE

November 20, 1990

MEMBERS ATTENDING: Legislators Gallman, Miess, Neilson, Walchli

ALSO ATTENDING: Cyndi Fanton, Health Department
Charles Benjamin, Health Department
John Kemp, Kemps Bus Service

CALL TO ORDER

The meeting was called to order at 9:15 a.m. by Legislator Gallman.

APPROVAL OF MINUTES

The minutes of the October 16, 1990 meeting were approved with the following amendment.

Page 5, 3.- The contract will expire June 30, 1991, if a successful bidder is obtained.

Motion approving minutes was made by Legislator Miess, seconded by Legislator Neilson and carried.

OFFICE FOR THE AGING

The Allegany County Office for the Aging requests a resolution to move budget appropriations in the following manner.

The Title V Senior Employment Program Grant (A6774) has been increased by \$1000 to pay for the minimum wage increase of April 1, 1990. Revenue account A4772.2 should be increased by \$1000 also.

In the SNAP Grant (A6779) \$3898 needs to be transferred from Fringe Benefit accounts to Caterers (.430). This grant is used for Home Delivered Meals.

In the IIIC, Congregate Meals, Grant (A6772) \$2354 needs to be transferred from Fringe Benefit accounts to Caterers (.430). Also \$4083 from Personnel (.105) to Caterers (.430) and \$210 from Conference (.405) to Equipment (.201).

In the IIIB Grant (A6773) transfers of \$2300 from Fringe Benefit account .802 to Personnel .103 totalling \$700; to .201 Equipment totalling \$200; to .401 Postage totalling \$800 and; to .402 Mileage totalling \$600.

RESOLUTIONS (4)

These transfers were approved with a motion from Legislator Neilson, second by Legislator Miess, and carried.

The Office for the Aging also requests numerous transfers within the .4 accounts to cover expenses in caterers, printing, phone, drivers, and supplies. These transfers were approved with a motion from Legislator Miess, a second from Legislator Neilson, and carried.

EDUCATION PHYSICALLY HANDICAPPED CHILDRENS PROGRAM

Bids for the transportation for children with handicapping conditions were opened at 9:30 a.m. The only bid received was from Kemps Bus Service, Inc. of Livonia, NY. Pursuant to the "Bid Notice" Kemps Bus Service, Inc. agrees to transportation for the education of children with handicapping conditions to Livingston-Wyoming ARC, Geneseo, NY for the period December 1, 1990 through June 30, 1991 at a rate per car per day of \$91.00. This bid was accepted with a motion from Legislator Walchli, a second from Legislator Neilson, and carried. This bid shall be given the to County Attorney's office for his review.

There are three children from the Nunda and Dalton area that will be attending half day sessions at Livingston-Wyoming ARC who are covered under this agreement at this time.

Ms. Fanton reports to this committee that the State has approved the new rates for the 1990-1991 school year for the 3-5 year old program at BOCES. This increase is \$540 per child with a total of \$26000. There are 44 students in this program and they continue to receive referrals.

HEALTH DEPARTMENT

The Health Department requests a resolution for an additional appropriation amount of:

\$60000 in A4040.439 (Long Term Personal Care Worker)
4200 in A4040.437 (Long Term Occupational Therapy)
1000 in A4040.434 (Long Term Speech Therapy)
2600 in A4040.435 (Long Term Physical Therapy)
13000 in A4040.446 (Long Term Private Duty Nursing)

This additional money is needed due to an increase in rates and a continuous increase in need for these services.

\$76650 is made up by increasing aid in Revenue account A1610.10 Medicaid and \$4150 is made up by increasing aid in Revenue account A1610.11 Medicare.

These increases were approved with a motion from Legislator Miess and a second from Legislator Neilson. Motion carried.

RESOLUTION

These should also go to the Ways and Means committee for their consideration.

A transfer is requested from A4010.440 (EMS) to A4010.206 (Health Equipment) totalling \$2050. This transfer requires a resolution.

Also transfers between Long Term Fringe Benefits accounts were requested totaling \$2230.

These transfers were approved with a motion from Legislator Walchli, seconded from Legislator Neilson, and carried.

Transfers were requested within A4010.1 accounts totalling \$14400. Approval was given with a motion from Legislator Neilson, second from Legislator Miess, and carried.

Transfers were also requested within A4035.4 accounts totalling \$2903.75 and with A4010.4 account totalling \$8400. These were approved with a motion from Legislator Walchli, second from Legislator Neilson, and carried.

The Health Department is requesting permission to purchase two Mini Cassette Recorders at a cost of \$263.12 each. Mr. Benjamin was asked to check into the cost of maintenance agreements on these machines versus need for maintenance. He may want to consider cancelling the maintenance agreement. A motion from Legislator Neilson, second from Legislator Walchli approving this purchase was made. Motion carried. This request should also go the Central Services Committee for their consideration.

Mr. Benjamin informed this committee of information received at the Blue Cross/Blue Shield conference he attended. The department is required to file cost reports with this agency on an annual basis. As the committee is aware the Health Department has had to reimburse Blue Cross/Blue Shield \$17700. At the conference Mr. Benjamin received a program where the department can run monthly, quarterly, etc. cost reports to keep the department updated more frequently with this insurance billings.

The Health Department has received from Pat Scott's physician a more detailed description of her ability to return to work. She will be returning on a part time basis as a clinic nurse.

An Account Clerk Typist in the department has resigned her position. The department has hired an individual who was on the Account Clerk Typist list to fill this vacant position. The committee was informed that the AFSCME Union has filed a grievance due to this appointment as there was a departmental employee who was also interested in the position that was not given the job.

A Medical Social Worker has been hired under the Long Term Program requirements. The rate is \$55 per visit which includes travel time with anywhere between 3 to 7 patients requiring this service. The number of visits would vary. A motion was made by Legislator Walchli, second by Legislator Miess approving this contract with the Medical Social Worker. Motion carried.

One of the Public Health Nurses is going on maternity leave. A part time Long Term PHN would like to work full time in this position. This leaves the part time LT position open. The department is waiting for a student to complete her schooling and would start work on December 15. In the meantime they would like to use a Registered Nurse who has filled in for the department in the past in the part time position. Motion was made by Legislator Miess, second by Legislator Neilson, and carried approving this request.

OTHER BUSINESS

It was suggested that county employees are not always given credit for the good jobs they do and that possibly the County should set up some sort of recognition program. Possibly it could be done through the Department Head meetings. (an Employee of the Month).

AUDIT OF CLAIMS

The usual bills were reviewed and approved with a motion from Legislator Neilson, second from Legislator Miess and carried.

EXECUTIVE SESSION

A motion was made by Legislator Neilson, seconded by Legislator Walchli to go into executive session.

A motion to adjourn executive session was made by Legislator Neilson and seconded by Legislator Walchli and carried.

ADJOURNMENT

There being no further business the meeting was adjourned at 11:30 a.m.

Respectfully submitted,

Teresa Claypool

MEMORANDUM

FROM: Health
(Department)

TO: James F. Mulholland, County Treasurer,
Allegany County Courthouse,
Belmont, New York. 14813

PLEASE MAKE THE FOLLOWING TRANSFERS:

B U D G E T:

<u>From Account No.</u>	<u>To Account No.</u>	<u>Amount</u>
A4010.440 (EMS)	A4010.206 (Health Equipment)	<u><u>-2050.00</u></u>
Needs a resolution!		\$

A4040.802 (Retire)	A4040.803 (FICA)	2100.00
A4040.806 (BC)	A4040.805 (Disability)	<u>130.00</u>
		<u>2230.00</u>
TOTAL = \$		<u> </u>

EXPENDITURES:

<u>Date of</u>	<u>Check #</u>	<u>From Account No.</u>	<u>To Account No.</u>	<u>Amount</u>
				\$

TOTAL = \$

DEPT. AUTHORIZATION Charles R Benjamin DATED: 11/20/90
(Signature)

COMMITTEE AUTHORIZATION [Signature] DATED: 11/20/90
(Signature)

MEMORANDUM OF EXPLANATION

INTRO. No. _____
(Clerk's Use Only)

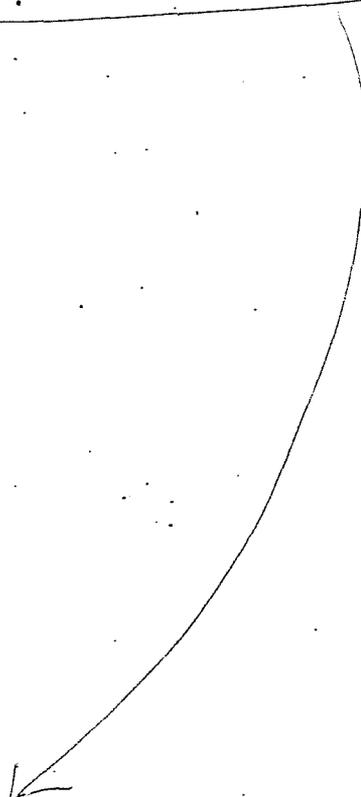
COMMITTEE: Health

DATE: _____

The Health Department request a resolution for the transfer of monies from A4010.440 (EMS) to A4010.206 (Health Equipment). This transfer is needed due to overlooking the defribillator equipment that was not paid for.

Amount to transfer \$2050.00

This money is 40% reimburseable through State Aid @ \$820.00. Cost to county is \$1230.00

FISCAL IMPACT: 

MEMORANDUM OF EXPLANATION

INTRO. No. _____
(Clerk's Use Only)

COMMITTEE: Health Services

DATE: _____

The Health Department requests a resolution for an additional appropriation amount of \$60000 in A4040.439 (Long Term Personal Care Worker)
4200 in A4040.437 (Long Term Occupational Therapy)
1000 in A4040.434 (Long Term Speech Therapy)
2600 in A4040.435 (Long Term Physical Therapy)
13000 in A4040.446 (Long Term Private Duty Nursing)
\$80800

This additional money is needed due to an increase in rates and a continuous increase in need for these services.

\$76650 is made up by increasing aid in Revenue account A1610.10 Medicaid.
4150 is made up by increasing aid in Revenue account A1610.11 Medicare.
\$80800

Therefore, no fiscal impact.

FISCAL IMPACT:

R E F E R R A L

NAME OF COMMITTEE:

Health Services

MEETING DATE:

November 20, 1990

TO: Ways & Means

RE: Increase in appropriation

The Health Department requests a resolution for an additional appropriation

amount of \$60000 in A4040.439 (Long Term Personal Care Worker)

4200 in A4040.437 (Long Term Occupational Therapy)

1000 in A4040.434 (Long Term Speech Therapy)

2600 in A4040.435 (Long Term Physical Therapy)

13000 in A4040.446 (Long Term Private Duty Nursing)

Total \$80800

This additional money is needed due to an increase in rates and a continuous

increase in need for these services.

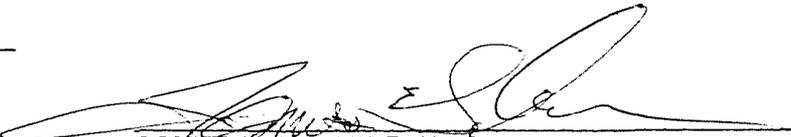
\$76650 is made up by increasing aid in Revenue account A1610.10 Medicaid.

4150 is made up by increasing aid in Revenue account A1610.11 Medicare.

\$80800

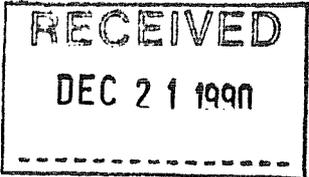
Therefore, no fiscal impact.

DATE REFERRED: 11-20-90


COMMITTEE CHAIRMAN

By: _____

MINUTES OF THE MEETING
HEALTH SERVICES COMMITTEE



December 18, 1990

MEMBER ATTENDING: Legislators Gallman, Miess, Neilson
Chairman Frair

J. Margeson

ALSO ATTENDING: Elizabeth Wattenburg, Office for the Aging
Charles Benjamin, Health Department
Robert Anderson, Counselling Center
James Mulholland, Treasurer

CALL TO ORDER

The meeting was called to order at 9:17 am by Chairman Frair.

APPROVAL OF MINUTES

The minutes of the November 20, 1990 meeting were approved with a motion from Legislator Gallman, and a second from Legislator Miess. Motion carried.

COUNCELLING CENTER

Dr. Anderson requested a transfer within the ICM account totalling \$1200 to cover the cost of telephone expenses. This transfer was approved with a motion from Legislator Neilson, second from Legislator Gallman, and carried.

A request was made for a resolution approving the increase in the ICM Program revenue account from \$39,000 (not exact figure) to \$80000. This increase was approved with a motion from Legislator Gallman, and a second from Legislator Miess. Motion carried. This also needs to be referred to the Ways and Means Committee.

Dr. Anderson requests approval to purchase a car for the Sheriff's Department to be used in the transporting of mental health clients. He requests approval to transfer funds from ICM account .442 to .200 Equipment totalling \$13800. After considerable discussion, a motion was made by Legislator Neilson, and seconded by Legislator Miess approving this purchase and this transfer. Motion carried.

OFFICE FOR THE AGING

Ms. Wattenburg is in the process of applying for the ISEP

RESOLUTION

RESOLUTION

Grant. If the State approves the application the program should start in April 1991. The State called a special meeting to assist agencies in the application procedure. Because of the time frame involved Ms. Wattenburg contacted Chairman Frair who gave his approval for Mr. Washburn's attendance at this meeting. A motion made by Legislator Gallman, and seconded by Legislator Miess also approving attendance was made today. Motion carried.

A request was made to send Brian Hendrick to an Energy Package Workshop on January 22 and 23 in Albany. A motion was made by Legislator Gallman, seconded by Legislator Neilson and carried, approving his attendance.

HEALTH DEPARTMENT

Mr. Benjamin informed the committee of NYS Proposed Budget Reductions and the impact to the Health Department's budget in 1991. They propose the freezing of 91 Medicaid rates at 90 levels which would be a loss of \$28859 under Certified Home Health Agency and \$58283 under the Long Term Health Program. The loss of revenue adjustment when submitting reimbursement for State aid will total \$56536. The State is no longer funding the Health Systems Agency and are going to require the Health Departments to support this agency. This will cost approximately \$10646. These Proposed Budget Reductions total \$154324 in loss of revenue.

The Health Department may have to set up a system where home care clients are served by the department only if they meet a certain medical criteria. If the department has to cut back on the number of clients served, the possibility of also cutting back on employees may also exist. It was stated that Health care is of high priority and if cut backs are necessary, the County should look at other areas to do so first.

The smoking issue, the possibility of a room within the complex for smoking, and the recognition of county employees were discussed briefly.

Mr. Benjamin stated that Mark Robinson of Mercy Flight has contacted him and asked if he thought it would be worth his while to come in again and talk to the Legislature regarding contributing funds to Mercy Flight. After some discussion, Mr. Benjamin was asked to contact Mr. Robinson and ask him to submit a "per flight" amount. The committee will then again consider his request.

As was stated at a previous meeting, the Cattaraugus County Health Department is no longer allowing the use of their facilities for the Allegany County Health Department's Chest Clinic. A letter was sent out to area physicians to find out if any of them would be interested in the clinic. They were asked

to submit in writing their interest. To date, the Health Department has had no written response. At the Board of Health meeting, Dr. Coch stated he would work the clinic until the Health Department contracted with another physician. Therefore, the first Chest Clinic will be held in January in the clinic area of the department.

Mr. Benjamin informed the committee of local providers of PCW services request of a rate increase. He is looking into this request before any decision is made and will get back to this committee with his findings.

The committee was informed of the Environmental Health concern in handling of rabid animals. They would like to be able to receive the pre-exposure vaccine. The committee feels that these employees should receive the vaccine if they wish to.

The maintenance agreement on the dictaphone units in the Health Department was discussed. The committee feels that the smaller units used by the nursing staff should be taken off the annual agreement, with the larger transcribing units being left on. The department should still utilize Dictaphones service on an as needed basis for the small units. They also feel that an additional unit should be purchased for this extra could be used in the event of a break down.

The computer system in the department was discussed. The department has been working with Debbie Button. The cost of maintenance and support, the incompatibility of the hardware and software were discussed. Mr. Benjamin would like to have someone come in and write a program for the software we have that will do everything that is needed. The software at this time is not being utilized to its capacity. The committee would like Mr. Benjamin to contact Mr. Duserak on this issue for his input.

Mr. Benjamin expressed his concern over the "hiring freeze" for 1991. During budget preparation a new Registered Nurse position was removed from budget figures. At that time, the committee gave assurance that, although not budgeted, they would look at a request for this position if there was a definite need. They again stated this was true.

The staffing changes that have occurred in the Health Department in the previous month were briefly discussed.

OTHER BUSINESS

A letter from the County Attorney regarding the 1991 agreement with the Blind and Visually Handicapped Program was read. The committee approves this agreement with a motion from Legislator Gallman, and a second from Legislator Neilson. Motion carried. A resolution should be prepared.

RESOL ON

The Community Services Board request approval for the following reappointments to this Board. The terms expire in December of 1994. Lee Frair, Portville; Violet Horst, Houghton; Jeanne Dugrenier, Belfast; and Laurel McCluskie, Alfred Station. A motion approving these appointments was made by Legislator Neilson, and seconded by Legislator Miess. Motion carried.

AUDIT OF CLAIMS

The usual bills were reviewed and approved with a motion from Legislator Gallman, and a second from Legislator Miess. Motion carried.

ADJOURNMENT

There being no further business, the meeting was adjourned at 10:55 a.m.

Respectfully submitted,

Teresa Claypool

MEMORANDUM OF EXPLANATION

INTRO. No. _____
(Clerk's Use Only)

COMMITTEE: Health Services

DATE: _____

The Counselling Center requests a transfer of funds from ICM account .442 to .200 Equipment totalling \$13800. This will be used to purchase an automobile for the purpose of transporting mental health clients.

FISCAL IMPACT: ICM account is 100% monies.