

**HEALTH & HUMAN SERVICES
COMMITTEE MINUTES
December 6, 2007**

ATTENDANCE: Hon. Legislator Ann Petrus, Chair, Hon. Legislator Steve Cuddeback, Hon. Legislator David Pappert, Hon. Legislator Michele Sedor, and the Hon. Legislator Peter Tortorici

EXCUSED: Hon. Legislator Paul Dudley, and the Hon. Legislator Steven Netti

OTHERS PRESENT: Wayne Allen, County Manager, Hon. Legislator George Fearon, Chairman, Hon. Legislator Daniel Schuster, Hon. Legislator-Elect Patrick Mahunick, Hon. Legislator-Elect Roger Mills, Elane Daly, Health & Human Services Director, Nancy Siefka, Director of Office for the Aging, Stella Chronis, Deputy Director of Community Mental Health, David Blair, Director of Community Mental Health, Debra Foster, Principal Account Clerk Typist, Mental Health, Debra English, Nursing Home Administrator, Kelly Albrecht, Controller of Nursing Home, and Lisa Sigona, Recording Secretary

CALL TO ORDER: Hon. Legislator Ann Petrus, Chair, called the Health & Human Services Committee Meeting to order on Thursday, December 6, 2007, at the Cayuga County Office Building, Caucus Room 1, 6th Floor at 6:04 p.m.

MINUTES TO APPROVE: Hon. Legislator Petrus asked for a motion to approve the Health & Human Services Committee Meeting Minutes of November 8, 2007. Motioned by Hon. Legislator Tortorici, seconded by Hon. Legislator Sedor. All members present voted in favor of the motion to approve the minutes as is.

APPOINTMENTS AND RE-APPOINTMENTS:

COMMUNITY SERVICES BOARD

James Vitale, 7174 Beech Tree Rd., Auburn, N.Y. 13021

Judge Michael McKeon, Auburn City Court, Old Post Office Bldg., Auburn, N.Y. 13021

ALCOHOL SUBCOMMITTEE OF THE COMMUNITY SERVICES BOARD

Judge Michael McKeon, Auburn City Court, Old Post Office Bldg., Auburn, N.Y. 13021

Mayor Tim Lattimore, Auburn City Hall, South St., Auburn, N.Y. 13021

MRDD SUBCOMMITTEE OF THE COMMUNITY SERVICES BOARD

Kimberly A. Savage, 6341 Canoga Rd., Auburn, N.Y. 13021

MENTAL HEALTH SUBCOMMITTEE OF THE COMMUNITY SERVICES BOARD

Marion C. Cool, 17 John Smith Ave., Auburn, N.Y. 13021

NOTE: The Committee decided that the appointments/reappointments will be discussed in Executive Session at the end of the meeting. Tabled, until Executive Session is called.

RESOLUTIONS:

MONTHLY, RECURRING ITEMS:

- 1.) Authorizing the Payment of Claims Submitted by the Administrator of the Cayuga County Nursing Home. **Motioned by Mr. Pappert, seconded by Mr. Cuddeback, Unanimously all in favor, passed.**
- 2.) Report and Approval of Bills Paid by the County Treasurer for Operation of the Senior Nutrition Program in the Office for the Aging. **Motioned by Mr. Pappert, seconded by Mr. Cuddeback. Unanimously all in favor, passed.**

NEW ITEMS:

- 3.) Authorizing the Chairman of the Legislature and the Director of Health & Human Services to Amend the Contract with NYS Department of Health to Accept Additional 100% Funding for the Healthy Men & Women's Partnership Program to Include/Support HPV Patient Services. **Motioned by Mr. Cuddeback, seconded by Mr. Pappert. Discussion: 100% funding to help in the advancement of cancer detection. Unanimously all in favor, passed.**
- 4.) Authorizing the Director of Health & Human Services to Fill a Part-Time MSW Position at CHHA Due to Resignation. **Motioned by Mr. Pappert, seconded by Ms. Sedor. Unanimously all in favor passed.**
- 5.) Authorizing the Director of Health & Human Services to Fill Part-Time Home Health Aide at CHHA. **Motioned by Mr. Pappert, seconded by Mrs. Sedor. Unanimously all in favor, passed.**
- 6.) Authorizing the Chairman of the Legislature and the Director of Health & Human Services to Enter Into a Contract With Carol Schram to Provide OASIS (Outcome Assessment Information Set) Training for the Home Care Clinical Staff. **Motioned by Mrs. Pappert, seconded by Mr. Tortorici. Discussion: This resolution is to help staff in the training process. Unanimously all in favor, passed.**
- 7.) Authorizing the Director of H&HS to Accept Additional Federal Funding for Intensive Case Services and Direct the Cayuga County Treasurer to Amend the 2007 Human Services Budget. **Motioned by Mr. Pappert, seconded by Mr. Cuddeback. Discussion: \$40,000 additional Federal funding. Unanimously all in favor, passed.**
- 8.) Authorizing the Director of Health & Human Services to Temporarily Fill a Transportation Aide Position in Human Services Due to an Extended Leave of Absence. **Motioned by Mr. Cuddeback, seconded by Mr. Tortorici. Discussion: This employee position transports child welfare clients. Unanimously all in favor, passed.**
- 9.) Authorizing the Chairman of the Legislature and the Director of Health & Human Services to Accept Additional Federal Funding Attached to the Community Solutions for Transportation Grant. **Motioned by Mr. Cuddeback, seconded by Mr. Tortorici. Unanimously all in favor, passed.**
- 10.) Authorizing Chairman of the Legislature and Administrator of Cayuga County Nursing Home to Enter into Agreements with Nursefinders, Inc., Staffkings Healthcare Systems, Inc. and Nursecor to Provide Temporary Nursing Staffing for January 1, 2008 Until December 31, 2008. **Motioned by Mr. Pappert, seconded by Mr. Cuddeback and Mrs. Sedor. Unanimously all in favor, passed.**
- 11.) Authorizing the Administrator of Cayuga County Nursing Home and the Chair of the Legislature to Enter into an Agreement for with Mandel Therapy Group for Intermittent Physical Therapy Services at the Cayuga County Nursing Home. **Motioned by Mr. Cuddeback, seconded by Mrs. Sedor. Discussion: Increased 3% this year. There were approximately seven (7) visits last year. Unanimously all in favor, passed.**
- 12.) Authorizing the Chairman of the Legislature and the Administrator of Cayuga County Nursing Home to Purchase a Replacement Dryer from Statewide Machinery in January 2007. **Motioned by Mrs. Sedor, seconded by Mr. Pappert. Discussion: Three (3) quotes were obtained. This is a heavy-duty dryer. Unanimously all in favor, passed.**
- 13.) Authorize the Chairman of the Cayuga County Legislature and the Director of Community Services to Enter into an Agreement with Stericycle, Inc. for a 12-Month Renewal Contract to Dispose of Regulated Medical Waste. **Motioned by Mr. Pappert, seconded by Mrs. Sedor. Unanimously all in favor, passed.**
- 14.) Authoring the Chairman of the Cayuga County Legislature and the Director of Community Service to Enter into an Agreement with Honeywell Building Solutions for a 12-Month Renewal Contract to Provide Upkeep of Fire Alarm Equipment. **Motioned by Mrs. Sedor, seconded by Mr. Cuddeback. Discussion: Committee asked Mr. Allen to contact Mr. Pawlenko to check into this contract and look at feasibility study of cost and coverage. Unanimously all in favor, passed.**
- 15.) Authorize the Director of Community Mental Health Services to Fill One 100% Funded Vacant Mental Health Therapy Aide PT Position. **Motioned by Mr. Cuddeback, seconded by Mrs. Sedor. Discussion: There is high turnover in this position. The employees that are part-**

time get the experience with us, then go on to other organization and are hired full-time. Unanimously all in favor, passed.

- 16.)(EMERGENCY HIRE) Authorizing the Director of Community Services to Fill One 100 Percent Funded Vacant Position. **Discussion: This resolution is an emergency hire resolution, to be signed by oversight committee and Mr. Allen. The employee is retiring on December 31, 2007. The replacement employee is needed to start work now, in order to work with the retiree to understand the duties and responsibilities of the position. By requesting the emergency hire procedure, the Civil Service process can start immediately to assist in getting the position filled in a timely manner and to assist new hire in working with the retiree. Oversight Committee signed off on position.**
- 17.)Authorizing the County Treasurer to Amend the 2007 Cayuga County Office for the Aging Budget/Transfer Funds. **Motioned by Mr. Cuddeback, seconded by Mr. Tortorici and Mr. Pappert. Unanimously all in favor, passed.**
- 18.)Authorizing the Chairman of the Cayuga County Legislature and the Administrator of the Nursing Home to Enter Into An Agreement With EHEALTH Solutions, Inc. For Pharmacy and Treatment Dispensing Software. **Motioned by Mr. Pappert, seconded by Mr. Tortorici. Unanimously all in favor, passed.**
- 19.)(ROUGH DRAFT FORMAT – NOT YET FORMALIZED/FINALIZED) Implementation of the transfer of function of certain fiscal staff from the Community Mental Health Services Department to the Department of Social Services within Health & Human Services pursuant to the recommendation of the Health & Human Services Committee, and authorization for Chairperson of Legislature to sign any agreements for DSS with CMH Services. **Motioned by Mr. Pappert, seconded by Mr. Cuddeback. Discussion: Mr. Allen presented this resolution to the Oversight Committee in rough draft format, wording still is being worked on. In or around mid-January, two employees of the Mental Health Staff will relocate to the 6th Floor of the County Office Building. Two employees who are currently working on the 6th Floor for Grace Blowers, Director of Administrative Services for Social Services, will be brought back to the 4th Floor of the County Office Building. Lynn Marinelli, Budget Director of Health & Human Services will be the direct supervisor of the two employees from Mental Health Services. There will be a contract between Mental Health and Health & Human Services. Unanimously all in favor, passed.**

COMMITTEE DISCUSSION:

CHHA UPDATE – None.

CAYUGA COUNTY NURSING HOME ADMINISTRATIVE REPORT – Debra English

Mrs. English reported the new furniture and window treatments have arrived and are installed out at the Nursing Home and look great.

NEW BUSINESS:

Next Health & Human Services Committee Meeting is scheduled for Thursday, January 10, 2007 at 6:00 p.m.

ADJOURNMENT: Hon. Legislator Petrus asked for Committee to go into Executive Session. Motioned by Hon. Legislator Cuddeback to go into Executive Session for personnel and appointments/reappointments matters at 6:27 p.m., seconded by Hon. Legislator Sedor. Hon. Legislator Petrus informed Lisa Sigona, Recording Secretary, that there would be no general business after Executive Session ends. Hon. Legislator Petrus told Ms. Sigona if appointments/reappointments were finalized this evening during Executive Session, Ms. Sigona would receive a phone in regards to this.

*Respectfully Submitted,
Lisa Sigona, Recording Secretary*

Minutes Approved: 1.10.08