I. CALL TO ORDER

Mr. Isaman called the meeting to order at 9:15 a.m. He asked Mr. Stachnik to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE DECEMBER 6, 2006 AND DECEMBER 18, 2006 MEETINGS MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

III. DEPARTMENTAL REPORTS/REQUESTS

A. Office of Community Services

1. 2007 Contracts – Dr. Anderson presented his 2007 contracts for approval. Mr. Nichols asked what is Forensic Housing? Dr. Anderson replied that is housing provided for inmates who are transitioning from being incarcerated at the Jail.

MOTION: APPROVING THE FOLLOWING 2007 CONTRACTS FOR THE OFFICE OF COMMUNITY SERVICES: HORNELL CONCERN $104,110.00; FAMILY SERVICE SOCIETY $70,626.00; SCAP – BRIDGER $31,157.00; SCAP – FORENSIC HOUSING $55,188.00; CATHOLIC CHARITIES – COUNCIL ON ALCOHOLISM $232,605.00; CATHOLIC CHARITIES – HOMELESS $14,035.00; CATHOLIC CHARITIES – KINSHIP $288,117.00; PATHWAYS $23,011.00; STEUBEN ARC – PSYCHIATRIC REHABILITATION $163,728.00; FINGER LAKES PARENT NETWORK $489,742.00; CATHOLIC CHARITIES $32,648 AND CORNELL COOPERATIVE EXTENSION $200,000.00 MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

2. Budget Transfer – Dr. Anderson requested authorization to transfer $2,525.00 from various accounts in the 425000 budget to various accounts in the 433600 Intensive Case Management budget.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO TRANSFER $2,525.00 FROM VARIOUS ACCOUNTS IN THE 425000 BUDGET TO VARIOUS ACCOUNTS IN THE 433600 BUDGET MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Dr. Anderson requested authorization to transfer $50,216 from Contracts and Other Expenses into the Mental Hygiene Law Expenses.
MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO TRANSFER $50,216 FROM CONTRACTS AND OTHER EXPENSES AND TRANSFER TO THE MENTAL HYGIENE LAW EXPENSES MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

3. **Appointments** – Dr. Anderson informed the committee that he has no new appointments or expired terms to fill.

**B. Health Care Facility**

1. **Statistics** – Mr. Zehr reviewed statistical information with the committee. He stated that their occupancy for December 2006 was at 96.52 percent. Year-to-date they are at 95.87 percent. The State average is 94 percent. Currently we have no waiting list.

Mr. Roche asked does rehab draw down the number of patient days? Mr. Zehr replied that will have an impact on our numbers, however, the reimbursement we receive for those patients will compensate for that.

Mr. Zehr reviewed the financial reports with the committee. He stated that they have a loss of $369,000 and they have not yet received notification regarding revenue from the IGT, Disadvantaged Facilities or Quality Assurance. That is all revenue that still needs to be applied.

Mr. Alger explained he expects that the IGT will be similar to last year, approximately $180,000. To determine the IGT, they look at all of the caps and determine a rate up to that cap. Conceivably, the amount could go down, but we expect it to be about the same. Bear in mind, when we get the audit back, what this doesn’t show you is the support costs against that fund, the soft costs. Mr. Nichols commented the new accounting system will make it look worse. Mr. Alger replied with the new accounting system, we will have to account for the retiree’s medical insurance expenses against that fund.

Mr. Isaman asked on the financial statement, what are the other items under revenue? Mr. Zehr replied those are the items that Mr. Alger has just talked about. He stated that his impression is it will be pretty much a wash. They will be charged as an expense, but will be taken as revenue.

2. **NYS Health Workforce Retraining Initiative Grant** – Mr. Zehr stated before Diane Krans left, she had submitted a grant to train two medical records personnel and three physical therapy assistants. We have received notification that we will receive $77,905 in grant funding. He requested authorization to accept this funding from the Department of Health.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO GRANT FUNDING IN THE AMOUNT OF $77,905.00 FROM THE NEW YORK STATE DEPARTMENT OF HEALTH FOR THE NEW YORK STATE HEALTH WORKFORCE RETRAINING INITIATIVE MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

3. **Contract** – Mr. Zehr requested authorization to extend the current contract with John Kropski of Freed Maxick and Battaglia up to $10,000. He would like to retain them to continue doing work on the CON for the new project. Mr. Alger stated with the construction, as you construct and spend amounts of money, you are actually separating the costs and determining what your depreciation will look like going into the future. Mr. Kropski will help us develop that and make sure our costs are allocated appropriately. Mr. Zehr commented following our construction, we will have our new base year.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO EXTEND THEIR CURRENT CONTRACT WITH FREED MAXICK AND BATTAGLIA UP TO $10,000.00 FOR CONTINUED WORK WITH REGARD TO THE HEALTH CARE FACILITY PROJECT MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

4. **Staffing** – Mr. Zehr informed the committee that they have interviewed and hired an Assistant Administrator who will begin on January 9, 2007. This individual has a Social Work background and will do the work of both the Admissions Coordinator and Social Worker until the Social Worker position is filled.
5. **Sodexho Contract** – Mr. Zehr requested authorization to renew their contract with Sodexho at a rate of $2,797.56 per week. This is a 3.5 percent increase. The Law Department has approved this contract.

**MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO RENEW THEIR CONTRACT WITH SODEXHO AT A RATE OF $2,797.56 PER WEEK MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

6. **Cash Receipts Assessment** – Mr. Zehr informed the committee that he prepared a letter for all Legislators explaining the cash receipts assessment pursuant to Mr. Argentiери’s request. He explained the cash receipts assessment was a way for the State to recoup funds. Through lobbying and legislation, the State was able to recoup some of the funds via Medicaid and established a tax credit for private pay patients. When we open the new facility, that may have more of an impact. Currently, we have 2 – 4 private pay beds.

**MOTION: AWARDING THE BID FOR THE REPAIR OF THE ROOF AT THE HEALTH CARE FACILITY TO DAVID REMCHUK OF BATH, NY FOR $8,400.00; ALTERNATE #1 TEAR OFF SOFIT AND REBUILD $3,600.00 IF NECESSARY; ALTERNATE #2 $4,800.00 AND ALTERNATE #3, DEDUCT $1,080.00 FOR 25-YEAR SHINGLES MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

7. **Roof Repair** – Mr. Zehr informed the committee that they received two bids, Hillside Builders and David Remchuk, for the repair of the roof. David Remchuk was the low bidder, however, if they have to tear off the soft and rebuild, that will cost an additional $3,600.00. Mr. Gleason informed the committee that Remchuk has done a number of projects for Buildings and Grounds.

8. **Software** – Mr. Zehr distributed a sheet depicting all of the costs for getting the ADL Software package. The software license is $43,400.00 with a monthly maintenance fee of $630.00. The nursing staff chose an optional package for assessments and the license cost for that is $6,500.00 with a $98.00 monthly maintenance fee. After including other additional services such as on site planning, training, and interface to the County’s financial program, the total cost for the application will be $49,900.00 and the total monthly maintenance fee will be $728.00. With regard to the hardware needed, we have estimated that will cost $10,000.00 - $15,000.00 and we have not yet received a final price.

Mr. Alger informed the committee that previously we had approved the purchase of a software package up to $60,000.00. At the time of that approval, it wasn’t clear in the discussion regarding the maintenance and other costs.

**MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO PURCHASE THE ADL SOFTWARE PACKAGE AT A TOTAL COST OF $63,400.00 FOR THE SOFTWARE APPLICATION AND $780.00 IN MONTHLY MAINTENANCE FEES, NOT INCLUDING THE COST FOR HARDWARE MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

9. **Project Update** – Mr. Zehr stated at last month’s meeting we had a discussion regarding the steel. The steel was expected to be delayed by a week. They should have been starting with the steel this week, but it doesn’t look as though that is going to happen. Mr. Alger commented there have been a few changes made in the fabrication of the steel. The expectation is that the steel will arrive and the contractors should be able to make up for whatever initial delays they had in setting the schedule. He stated he is confident they will make up that time. The foundations and footings are complete. There is still a bit of the foundation to be done on the point, but that should be done in the next week or so. If you drive by the site, the work being done doesn’t appear to be that substantial, but if you walk around, you will see that a lot of concrete work has been done. Mr. Alger stated the project is moving along and the weather has been very favorable for concrete work.

Mr. Zehr commented it was a good idea to get the binder down on the site as the draining is holding up well. He stated that he also has been meeting regularly with the design architect and they have picked out the color schemes for the floors.
C. Personnel

1. Tuition Aid Request – Carol Whitehead – Mrs. Smith presented a tuition aid request for Carol Whitehead, Treasurer. She is taking a course entitled “Public Program Evaluation” in pursuit of her Ph.D. in Business Administration. As this course is job related, she recommends approval.

MOTION: APPROVING THE TUITION AID REQUEST FOR CAROL WHITEHEAD, COUNTY TREASURER TO TAKE A COURSE ENTITLED “PUBLIC PROGRAM EVALUATION” MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

2. Tuition Aid Request – Muriel Brown – Mrs. Smith presented a tuition aid request for Muriel Brown, Health Care Facility to take four courses entitled “Health Assessment of the Elderly Practicum”, “Health Assessment of the Elderly”, “Normal Aging”, and “Scholarly Inquiry and Research Utilization” toward her Master’s Degree in Gerontological Nurse Practitioner. As these courses are job related, she recommends approval.

MOTION: APPROVING THE TUITION AID REQUEST FOR MURIEL BROWN, STAFF DEVELOPMENT COORDINATOR, HEALTH CARE FACILITY TO TAKE FOUR COURSES ENTITLED “HEALTH ASSESSMENT OF THE ELDERLY PRACTICUM”, “HEALTH ASSESSMENT OF THE ELDERLY”, “NORMAL AGING”, AND “SCHOLARLY INQUIRY AND RESEARCH UTILIZATION” MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS’ LAW, ARTICLE 7§ 105.1.H. THE PROPOSED ACQUISITION, SALE OR LEASE OF REAL PROPERTY OR THE PROPOSED ACQUISITION OF SECURITIES, OR SALE OR EXCHANGE OF SECURITIES HELD BY SUCH PUBLIC BODY, BUT ONLY WHEN PUBLICITY WOULD SUBSTANTIALLY AFFECT THE VALUE THEREOF MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO PROCEED WITH THEIR CONTRACT RENEWAL FOR THE OFFICE SPACE IN HORNELL MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION: TO ADJOURN MADE BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

NEXT MEETING SCHEDULED FOR
Wednesday, February 7, 2007 @ 9:00 a.m.

PLEASE SEND AGENDA ITEMS TO THE CLERK OF THE LEGISLATURE’S OFFICE NO LATER THAN NOON
STEUBEN COUNTY HEALTH & EDUCATION COMMITTEE
Wednesday, February 7, 2007
9:00 a.m.
Legislative Committee Conference Room
Steuben County Office Building
Bath, New York

**MINUTES**

COMMITTEE: Kenneth E. Isaman, Chair Robert V. Nichols, Vice Chair Thomas J. Ryan
David Stachnik Gary D. Swackhamer

STAFF: Mark R. Alger Robert W. Anderson, Ph.D. John Zehr
Vicki Fuerst James Gleason Nancy Smith
Frederick H. Ahrens, Jr. Carol Whitehead David English

LEGISLATORS: John Walsh

OTHER: Mary Perham, The Leader

I. CALL TO ORDER

Mr. Isaman called the meeting to order. He asked Mr. Swackhamer to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE JANUARY 3, 2007 MEETING MADE BY MR. SWACKHAMER. SECONDED BY MR. ISAMAN. ALL BEING IN FAVOR. MOTION CARRIES 3-0. (MR. NICHOLS AND MR. STACHNIK ABSENT FOR VOTE)

III. DEPARTMENTAL REPORTS/REQUESTS

A. Office of Community Services

1. Unicare Contract – Dr. Anderson informed the committee that they would like to continue this contract on a month to month basis. We are down to where we only have $235,000 left for us to get out of the system. He requested permission through April 2007 to spend $528.18 for monthly billing.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO PAY $528.18 ON A MONTHLY BASIS TO UNICARE THROUGH APRIL 2007 MADE BY MR. SWACKHAMER. SECONDED BY MR. ISAMAN. ALL BEING IN FAVOR. MOTION CARRIES 3-0. (MR. NICHOLS AND MR. STACHNIK ABSENT FOR VOTE)

2. NAMI – Dr. Anderson requested permission to allocate $2,000 to the local chapter of NAMI (National Association for the Mentally Ill). In years past we had given $5,000, then $3,000 and last year we gave them $1,000. He would like to go to $2,000 for this year. Any support we can give them gives us another voice through our consumers back up to the State level. Dr. Anderson explained NAMI advocates for the mentally ill. They are comprised primarily of family members of consumers who advocate for various things.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO ALLOCATE $2,000 TO THE NATIONAL ASSOCIATION FOR THE MENTALLY ILL MADE BY MR. SWACKHAMER. SECONDED BY MR. ISAMAN. ALL BEING IN FAVOR. MOTION CARRIES 3-0. (MR. NICHOLS AND MR. STACHNIK ABSENT FOR VOTE)

Mr. Nichols arrived.
3. **Informational** – Dr. Anderson informed the committee that he has been working with Special Children’s Services and they have been talking about trying to provide services for them to cut costs to the County. They have worked out an effective way of billing for those services.

4. **Vacation** – Dr. Anderson informed the committee that he would be on vacation next week.

**B. Health Care Facility**

1. **Statistics** – Mr. Zehr reviewed statistical information with the committee. Occupancy during 2006 was at 95.79 percent. The State average was 93 – 94 percent. Mr. Zehr reviewed the payer mix for the year. Mr. Alger stated one of the things that the new administration is doing with hospitals is focusing Medicaid dollars to those facilities that are predominantly serving Medicaid patients. The counties are suggesting that the State look at the arena of nursing homes, as we are consistent with their theory of predominantly serving Medicaid recipients. They will look at admissions and other things as part of that. The county could make a good case.

Mr. Nichols asked are numbers on your report equivalent to days? Mr. Zehr replied yes. He reviewed the breakdown of funds for 2006. This is a fairly complete picture of what the year-end could look like. Worker’s Compensation is not added into this. That will be brought in as both a revenue and expense. Right now we are $551,639 less. We have received no notification regarding disadvantaged facilities funding or the IGT.

Mr. Alger commented we anticipate that the IGT will be similar to last year. We will be close to breaking even. The Governor is proposing freezing the trend factors for hospitals and nursing homes. That would impact us. The second part is the additional $100 million funding for public facilities. We are not sure how this will all play out. Mr. Nichols asked is the reason the Commission was closing nursing homes and hospitals because they need fewer beds? Mr. Zehr replied just in certain areas. There are a lot of places that are overbedded. Mr. Alger stated when they did the study for long-term care, Steuben County needed another 98 beds. That is one of the reasons why they didn’t have a reduction proposal for our area.

Mr. Swackhamer asked if we were in the new facility, do you figure that we would have had a better Medicaid/Medicare return? Mr. Alger replied the focus is on rehabilitation services and that is anticipated to bring additional revenue and you will be rebased. He believes you would have done better. The only curve we have is what happens with the new administration’s policy and direction. They are talking about a focus more on long-term care in the home. The system is yet to be able to be predicted. Mr. Swackhamer commented it looks better with the new facility and the new reimbursements. Mr. Alger stated when we open and once we are open for a year, they will rebase and determine your new rate. Once we open and have been operational for one year, they will look at costs and adjust accordingly. That is what determines the actual daily rate for Medicaid. Right now the way the rate is being determined it is based on the 1983 costs trended forward to today.

2. **Fraud and Abuse** – Mr. Zehr informed the committee that he has received information regarding an update on fraud and abuse on the financial side of nursing homes. This is the whistleblower component to HIPPA and is an educational requirement.

3. **Litigation** – Mr. Zehr informed the committee that previously they had given Harder Seacrest $5,000 to support a potential litigation. That was not successful and they are dropping the case. Mr. Ahrens commented it went to the Court of Appeals, but there is no point in pursuing it.

4. **Accounts Receivable** – Mr. Zehr stated accounts receivables are $240,000. They are down, but the auditors will look at it again. This is not the issue that it was before.

5. **Case Mix** – Mr. Zehr stated they are above 1.2 which is essentially where we want it to be going into the next two years because the new rate methodology will be based on the case mix in 2006. For the next three years, the new rate will be based on the 1.2 case mix.

6. **Rehabilitation Plan** – Mr. Zehr stated that his plan has been to back off on using therapists and use assistants more. In the future he would like to hire a Certified Occupational Therapy Assistant as they are paid at a rate of $20.00 per hour and perform the same services as an Occupational Therapist.
7. **ADL Software** – Mr. Zehr informed the committee that they would like to test the use of touch screen computers. They would like to experiment with two touch screens in the Therapy Department. Mr. Alger asked do you have a project for this? Mr. Zehr replied it would come out of the Capital Project for the ADL Software.

Mr. Swackhamer asked why do you need these? Mr. Zehr replied the touch screens are much more user friendly. They say it’s going to be the future and we wanted to try them and if they do work, we could go forward and equip the facility. Mr. Ryan asked what is the advantage of having two rather than experimenting with one? Mr. Zehr replied the Therapy Department is a large space and they would be able to place one on either end.

Mr. Swackhamer asked what is the history of the touch screens? Mr. Zehr replied they are used in health care. Mr. Swackhamer asked how long do they last, etc.? Mr. Zehr stated they are going on the direct market. Another reason was the addition of outpatient services. Mr. Nichols asked these will be used at the new facility? Mr. Zehr replied yes. He doesn’t know if they would start using them in the old facility. Mr. Swackhamer commented we need to check on the history of the touch screens and the maintenance.

Mr. Alger explained we have had fair luck with the Jail Management System, Black Creek, which uses touch screens. They have had a pretty decent track record and hold up fairly well.

**MOTION:** AUTHORIZING THE TRANSFER OF $4,398.00 FROM THE ADL SOFTWARE CAPITAL PROJECT FOR THE PURCHASE OF TWO TOUCH SCREEN COMPUTERS FOR THE THERAPY DEPARTMENT AT THE HEALTH CARE FACILITY AND AMENDING THE MAJOR EQUIPMENT LIST ACCORDINGLY MADE BY MR. NICHOLS. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0. (MR. STACHNIK ABSENT FOR VOTE)

8. **Personnel** – Mr. Zehr informed the committee that they had a Social Work and Assistant Administrator position open. They filled the Assistant Administrator position. The Department of Health is going forward with the idea that 100 bed nursing homes don’t have to have two licensed administrators. He doesn’t know if you want to maintain the Assistant Administrator position. They hired an individual who is good at admissions and discharges and she is doing an excellent job. She is not a licensed Administrator.

Mrs. Smith stated with regard to the Social Work position, they are looking at giving the Senior Social Worker test in March.

9. **Budget Transfer** – Mr. Zehr requested approval to transfer $3,500 from Administrative Consulting Fees to Physical Therapy Major Equipment to purchase a recumbent bicycle for the Physical Therapy Department.

**MOTION:** AUTHORIZING THE TRANSFER OF $3,500 FROM ACCT #453073.5.421100 TO ACCT #453016.5.299000 TO PURCHASE A RECUMBENT BICYCLE FOR THE PHYSICAL THERAPY DEPARTMENT MADE BY MR. NICHOLS. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0. (MR. STACHNIK ABSENTE FOR VOTE)

10. **Project Update** – Mr. Alger distributed copies of the last project meeting minutes. There is a question of where the steel is. Amthor is in the process of reviewing a number of columns and beams to give us that answer. This relates back to late December when we were notified of a change in the orientation of a number of columns. That reorientation of the columns changed the connections and a number of columns and beams changed through that process. They recalculated and determined the appropriate size and length of the beams. We don’t have firm information at this point. We are expecting by the beginning of next month that the steel will be here. Mr. Alger commented we are hoping to start erection by March 1, 2007.

Mr. Alger stated this pushes us behind about a month. Mr. Norton commented they will increase the number of people they bring out in an effort to make up the time. Mr. Alger stated the engineers, SWBR, and structural people determined that the columns needed to be reoriented. Mr. Norton stated the timing was good in the sense that they hadn’t cut the steel and fabricated it. The bad thing is that it has pushed the schedule and we had to redesign and redo the calculations and go back and redirect all of the columns and beams that were effected.
There are a total of 55 beams and 11 columns that need to be changed. Mr. Alger stated our first concern was that these columns were primarily in the start up area. Some additional areas were impacted. Because the changes are in that area, we can’t start until they are finalized.

Mr. Norton explained in steel, the architect and engineer do the initial design and then the contractor is responsible for the corrections. The SWBR engineers noticed something that didn’t look right. There were four beams at each level that made the columns and that had a compound effect. As of yesterday, Amthor was making up their cutting list. Then they will start their fabrication. They need to be three weeks ahead of the erectors so the erectors do not run out of steel. We have had our pre-steel confirmed. Everything is ready to go.

Mr. Nichols asked what is the status on the drain in the whirlpool? Mr. Alger replied that’s in. On the change log, the original estimate came in for the general contractor at $29,000 to install the exterior manhole. Pike thought the number was high, so we authorized to go forward on a time and material basis. Frey & Campbell was $1,800 for the plumbing change and Blackmon-Farrell was $6,100. Mr. Alger stated that Frey & Campbell was putting in an automatic system to control the pumps. Blackmon-Farrell did the wiring. Mr. Nichols asked will the pump be able to be easily maintained? Mr. Norton replied it is located in the bottom of the manhole. Mr. Alger stated they can be maintained, not easily, but they are accessible.

Mr. Nichols asked is it hurting us by being behind? Mr. Alger replied not bad. Mr. Norton replied we are scheduling meetings and are trying to minimize any effects. The original schedule had three months of detailing, three months erection period and then the other trades starting. The goal is to start erecting Section A, which is the mechanical area and the kitchen and go toward Route 113 and around and do some up top and then only make a slight move and do the B Wing. Then over to the other side of the building and finish. If we can get Section A up, we will start people in there while we are doing Section B.

Mr. Nichols asked do you have a target date for completion? Mr. Alger replied the original date was November, and now it is being pushed to December or January.

Mr. Alger reviewed the list of changes with the committee. He commented that with regard to the therapy tub, it turns out the way that the vendor provides the tub is without the high-pressure jets. We have a change to include that. Mr. Zehr commented it was an option. Mr. Swackhamer asked what did it call for in the bid? If it says jet tub, you would assume it would come with the jets. Mr. Nichols stated it says a therapy tub. Mr. Alger explained, we have gotten the prices for that change and the total would be $16,300 between the three trades.

Mr. Nichols stated when we added the tub, he assumed we were doing a complete unit. Mr. Swackhamer stated this was looked at by the people we paid to watch our behind. We hired professionals to take care of that stuff. Mr. Alger stated it leaves us in a position of alternatives. We can either accept what we have, or add the jets. He stated that he believes you would want to add the jets. There is money in the budget to do that.

Mr. Swackhamer commented we talked about this in committee. Mr. Alger stated he thinks the engineers understood what we wanted to do. Mr. Nichols stated we have engineers/architects, etc. and when we made the determination that we wanted a therapy tub, why would we want one with Epsom Salts? When I purchased it, I figured it will work completely.

Mr. Swackhamer asked how much do we pay them? Mr. Ahrens replied ten percent. Mr. Swackhamer asked why should we pay $16,000? They should share the cost. Mr. Nichols stated the system is broken because they are held harmless. I don’t like it when they charge hundreds of thousands of dollars on a project and you have a tub with no plumbing.

Mr. Stachnik commented why don’t you send a letter? Mr. Isaman stated we do have to look back at what we were shown and offered. We need more information for next meeting, which we will get.

Mr. Alger stated we will look at the specifications. From the practical standpoint, the question becomes that when the rehabilitation staff looked at it, that option was available and you don’t have to buy it. They can use the tub without the jets. Mr. Zehr stated the other issue with the jets is it allows a deep tissue massage treatment which is a billable service. He stated that whether he missed it or if it was missed during review, he was under the
impression that we were automatically getting the jets. Mr. Alger stated the fact is the therapy tub could be used with these. You could increase rehabilitation services above what comes standard. The staff has said that if you have this additional thing, it will provide you with more advantages and you will have the ability to do other rehabilitation services and bill for them.

Mr. Norton commented the tub does what it is supposed to do. It has an incline. Mr. Alger stated it is in fact a therapy tub. Mr. Nichols asked would you recommend one or two jets? Mr. Zehr replied he would say two jets. You are in the position now that it is the time to do it. If you add the jets down the road, it will be much more expensive. With the two sets of jets, you can do two patients for the cost of one worker. One jet, however, would be functional.

**MOTION:** APPROVING A CHANGE ORDER FOR THE INSTALLATION OF TWO SETS OF JETS FOR THE THERAPY TUB AT THE NEW HEALTH CARE FACILITY MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

**MOTION:** APPROVING A CHANGE ORDER FOR THE OUTSIDE PUMPING STATION FOR BETTER DRAINAGE AT THE NEW HEALTH CARE FACILITY MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Mr. Isaman asked that Mr. Alger report next month on what the specifications called for. Mr. Swackhamer stated it bothers him because every time something like this happens it’s our fault and that’s why we pay ten percent, so we don’t have these faults and no recovery.

Mr. Alger commented one point that is important to make is we have two big projects going on right now and we have change orders of some magnitude and change will happen. Mr. Swackhamer commented that’s not his point. If he makes a mistake on his landscaping, then he eats the cost, not the client.

Mr. Alger stated with the two projects, the Jail project had the prefabricated cells and is approximately 60 percent complete. With this project, we are behind. We are not doing anything different with this project than we did with the other one. We are making headway. These are different kinds of projects. There is a significant amount of structural concrete and walls in this project that the Jail didn’t have. He is not necessarily thrilled with the fact that the steel is not here yet, but we want it done right. Mr. Norton stated it doesn’t matter what we do, until you see the steel, it doesn’t look like anything is happening.

Mr. Swackhamer commented that he is glad we put the manhole outside for drainage. Mr. Ryan asked do we have a Clerk of the Works? Mr. Alger replied that is Mr. Norton. In addition, we have a regular building inspector who works together with Mr. Norton. Mr. Norton explained you also have a testing agency that we schedule various things for. For example, they tested the concrete to make sure it was the right strength. The steel and welding will also be inspected.

11. **Software** – Mr. Zehr commented that in the previous month’s minutes there was a motion to purchase the ADL software package for $63,400 not including the cost of the hardware. We still will be purchasing hardware. Mr. Alger commented we did it that way because there was a concern raised about maintenance of the system.

C. **Personnel**

1. **Tuition Aid Requests** – Mrs. Smith presented two tuition aid requests. One for Diane McAllister, Department of Social Services and one for Teri L. Brown, Special Children’s Services. Both are taking one course entitled “Intervention II”. She recommends approval of both requests.

**MOTION:** APPROVING THE TUITION AID REQUESTS FOR DIANE McALLISTER, DEPARTMENT OF SOCIAL SERVICES TO TAKE ONE COURSE ENTITLED “INTERVENTIONS II” AND FOR TERI L. BROWN, SPECIAL CHILDREN’S SERVICES TO TAKE ONE COURSE ENTITLED “INTERVENTIONS II” MADE BY MR. STACHNIK. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.
D. Public Health & Nursing Services

1. Contract – Mrs. Fuerst requested authorization to amend their contract with Courier Services Limited to reflect an increase in rates to $2.60 per day per location.

MOTION: AUTHORIZING PUBLIC HEALTH AND NURSING SERVICES TO AMEND THEIR CONTRACT WITH COURIER SERVICES LIMITED TO REFLECT AN INCREASE IN RATES TO $2.60 PER DAY, PER LOCATION MADE BY MR. STACHNIK. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. Emergency Preparedness – Mrs. Fuerst stated that she will present a report regarding emergency preparedness at next month’s meeting.

MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS’ LAW, ARTICLE 7§ 105.1.F. THE MEDICAL, FINANCIAL, CREDIT OR EMPLOYMENT HISTORY OF A PARTICULAR PERSON OR CORPORATION, OR MATTERS LEADING TO THE APPOINTMENT, EMPLOYMENT, PROMOTION, DEMOTION, DISCIPLINE, SUSPENSION, DISMISSAL OR REMOVAL OF A PARTICULAR PERSON OR CORPORATION MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. SWACKHAMER. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: TO ADJOURN MADE BY MR. NICHOLS. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

NEXT MEETING SCHEDULED FOR
Wednesday, March 7, 2007 @ 9:00 a.m.

PLEASE SEND AGENDA ITEMS TO THE
CLERK OF THE LEGISLATURE'S OFFICE
NO LATER THAN NOON
I. CALL TO ORDER

Mr. Isaman called the meeting to order. He asked Mr. Stachnik to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE FEBRUARY 7, 2007 AND FEBRUARY 26, 2007 MEETINGS MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. DEPARTMENTAL REPORTS/REQUESTS

A. Special Children’s Services

1. Contract – Mrs. Brutsman informed the committee that they have had difficulty finding speech pathologist. She requested authorization to contract with the school districts to do speech services if they continue to be unable to find anyone else. Currently, Whitesville Central School has agreed to do this. They have a Certified Speech Teacher and they have to work under a Speech Pathologist. The rate would be $65.00 per session and she would like authorization to do this with all the school districts.

MOTION: AUTHORIZING SPECIAL CHILDREN’S SERVICES TO ENTER INTO A CONTRACT WITH SCHOOL DISTRICTS TO PROVIDE SPEECH SERVICES AT A RATE OF $65.00 PER SESSION MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS.

Mr. Stachnik asked what are the factors that are causing the shortage? Mrs. Brutsman replied this is something that is occurring across the State and has to do with licensure. Mr. Alger explained the issue becomes licensure and most speech people historically in the schools are not licensed, they are certified. With the Health Department’s involvement, they have pushed harder for individuals to be licensed Speech Pathologists. The difference is what their Masters are in. There are more Speech Teachers available. Mrs. Brutsman commented it also has to do with billing Medicaid.

VOTE ON PREVIOUS MOTION: ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. Transportation Contract – Mrs. Brutsman requested authorization to enter into a contract with Ontario County ARC to provide transportation for one child from the Naples School District to Happiness House
in Canandaigua. This child is enrolled in a half-day class in the afternoon and there are no bus runs at that time. The cost is $115.00 per child/per day. This child is on a list to get into another class and then the transportation costs would be less expensive. There is a charge of $95.00 if the parent doesn’t call in and the bus has to pick them up. She is going to try to get that down as the parent is pretty responsible and she doesn’t think that would happen too often. Another transporter quoted us $224.00 per child/per day.

Mr. Alger asked where does the child live? Mrs. Brutsman replied in Ingleside. Mr. Nichols asked wouldn’t this be the School District’s responsibility? Mr. Alger replied we are responsible for preschool and early intervention transportation. Mr. Nichols asked what is our reimbursement from the State? Mrs. Brutsman replied 59.5 percent.

**MOTION:** AUTHORIZING SPECIAL CHILDREN’S SERVICES TO ENTER INTO A CONTRACT WITH ONTARIO COUNTY ARC TO PROVIDE TRANSPORTATION FOR ONE CHILD IN THE NAPLES SCHOOL DISTRICT TO HAPPINESS HOUSE IN CANANDAIGUA AT A RATE OF $224.00 PER CHILD/PER DAY MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.


**MOTION:** AUTHORIZING SPECIAL CHILDREN’S SERVICES TO PROCURE BIDS FOR TRANSPORTATION FOR THE 2007 – 2008 SCHOOL YEAR MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mr. Alger commented the Governor is proposing making school districts responsible for transportation. Discussion followed.

B. **Health Care Facility**

1. **Statistics** – Ms. Lewis reviewed statistical information with the committee. Current occupancy is 97 percent. Mr. Stachnik commented Medicaid revenue has increased. Do you do your finances on an accrual basis? Ms. Lewis replied yes. Overall revenue is in line and we are $39,000 in the good.

2. **Computers** – Ms. Melious requested authorization to purchase eight training computers to train staff on the new ADL software. We need to purchase these computers before May. These computers will go to the new building and will be put to use on the nursing units or in offices.

**MOTION:** AUTHORIZING THE HEALTH CARE FACILITY TO PURCHASE EIGHT TRAINING COMPUTERS AT A TOTAL COST OF $7,200.00, SAID AMOUNT TO BE TAKEN FROM THE INTERIOR CAPITAL PROJECT MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3. **Social Work Coverage** – Ms. Melious commented until we have a full-time Social Worker, we need to provide for a Master’s prepared Social Work consultant. This is a requirement, we just have to have one. We really only need two hours per month. Our previous Social Worker, Robin Kelly did two hours for us at the end of February, but we are still searching for someone to do this.

Mr. Alger asked have you reclassified the position to a Social Worker? Ms. Melious replied yes. Mr. Alger clarified they are talking about interviewing and hiring someone for the long term. In the meantime, they need to contract for this service. Ms. Melious requested that the insurance requirement be waived for this contract. Mr. Alger stated this individual would be providing professional supervision of what we are currently doing.

**MOTION:** WAIVING THE INSURANCE REQUIREMENT FOR A CONSULTANT TO PROVIDE PROFESSIONAL SUPERVISION SERVICES FOR THE SOCIAL WORK DEPARTMENT AT THE HEALTH CARE FACILITY MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.
Ms. Melious stated in the interim, we really should be calling the position that Nicole Walker is in an Interim Social Worker. We need to show the State that she is free 100 percent of the time. We are not asking for any additional money. This is just for State survey purposes.

**Motion:** DESIGNATING NICOLE WALKER INTERIM SOCIAL WORKER FOR STATE SURVEY PURPOSES ONLY MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

4. **Project Update** – Mr. Alger distributed pictures of what a therapy tub looks like. This will give you an idea of the difference between a therapy tub with jets and a therapy tub without jets. A therapy jet tub allows for different things to be done and the floor can be raised and moved. Mr. Alger stated that he also has brought in the maintenance and operating manual for the tub if anyone is interested. Originally we had anticipated using a stationary bicycle and more passive therapy. With the hydro jets you can do more aggressive therapy that you can bill for.

Mr. Nichols commented the bottom line is that there was a miscommunication. Mr. Alger stated you did get a complete unit. If we hadn’t felt it was important to bring this to you to put in, this never would have been discussed. With the jets the physical therapist suggested that it would give them an advantage and allow for additional billing. Originally as bid, there was a concern about the cost of the jets and the tub and they were not put in conservatively because of the concern with the cost.

Mr. McIntyre asked how long is the maintenance agreement? Mr. Alger stated there is a one-year warranty and maintenance. After one year we can purchase an additional maintenance agreement or do the maintenance ourselves.

Mr. Alger stated with regard to the project, the steel is going up and is moving along well. We will have change orders coming in with regard to the peaks. With the peaks it was pretty obvious there were braces that went up to the middle of the peaks and they would be visible after completion. We asked the contractor to give us a credit to remove all the peaks with the exception of the ones on the front. If we take the assembly off now, it will cost little or nothing. We will see what happens with the rest of the project. Visually, you could see the structural steel behind those peaks. On the front peaks, he doesn’t think you will see as much of those braces. We are waiting to see what the credit will look like.

Mr. Isaman commented there was a glitch earlier on and Mr. Alger was right on top bringing everyone together to fix it. Things seem to have smoothed out a bit. He thanked Mr. Alger for his work.

Mr. Alger stated they are having discussions with the utility to get the electric project moved forward. The electrical engineers from SWBR and Labella are working on the transformer specifications and in the next week or so we will get the bid out for new and refurbished transformers to see which come back delivered quicker. With any luck, we can make the award on the day of the Board Meeting this month. Some of the vendors are telling us you can look at as much as six months lead time on those. Some reconditioned transformers we could get in four to six weeks. It may take as long as eight to twelve weeks.

Mr. Walsh commented that you need to make sure that the transformers can be adapted. Mr. Alger stated they are being designed in conjunction with the utility company to make sure they will work. They are also being designed with future capacity in mind. The cost would be approximately $35,000 - $40,000 and we will be putting in a 500 kva at 911, a 750 kva at the Jail and a 1,000 kva at the Health Care Facility. Our target timeframe is summer. It is important to get the bid out and back.

Mr. Alger informed the committee that we had asked the New York State Department of Health for a variance for the location of actual commodes in individual patient rooms to allow for an extra couple of inches. That request was denied. We also asked for a variance for the bariatric Units that were approved to 24” rather than 18”. The ADA standards are what we should be following for the patient rooms.

Mr. Alger stated they had a meeting with the general contractor and talked about the nurses call system. The staff has reviewed and is now in the process of getting this approved. They have an opportunity to use paging and
wireless phones or use the system standard. There are options to this system that over time you may want to take a look at. Mr. Alger stated the staff is also looking at furniture for the rooms such as beds, dressers, etc. and will be making recommendations over the next few weeks.

Mr. Alger stated that everything is moving along fairly well. As the steel goes up, you should see the building take shape. Over the next month or so there will be a lot of activity. Mr. Isaman commented the steel erectors have changed their schedules to allow for extra time. Mr. Alger stated that in looking at the original schedule the steel should have been up almost by now. Once the steel is up the trades will be coming in behind. They are looking at a different staging for the trades. Once the weather is up to temperature, they will begin pouring the floors. The other contractors can then begin their work. Hopefully this will move the schedule along. We will still be a little behind.

5. **Reclassification** – Mrs. Smith requested approval to reclassify a Grade XVII Senior Social Worker to a Grade XV Staff Social Worker at the Health Care Facility.

**MOTION: APPROVING THE RECLASSIFICATION OF A GRADE XVII SENIOR SOCIAL WORKER TO A GRADE XV STAFF SOCIAL WORKER IN THE HEALTH CARE FACILITY MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

6. **Elevator Hydraulic Repair** – Mr. Alger informed the committee that over the last month or so, they have been trying to put all of the elevator maintenance contracts under one vendor. The vendor had suggested that since the facility had been built 40 years ago, that the elevator hydraulic jack, by virtue of being older, should be changed as there is a concern for the environment as now they line those. We had a problem five or six years ago with one of the elevators and that was taken care of. The elevator we have left should have this liner put in and the vendor doesn’t want to provide maintenance unless we do it. It is estimated that it will cost $22,000 to do that. What do we want to do? It is not broke and it still works. Given the fact that there is an environmental issue, you would be responsible if it failed and leaked. It is important to replace this with the double lined cylinder. Mr. Alger stated they did not budget for this. He is anticipating declaring this as an emergency to repair this under the terms of our maintenance agreement. There are a couple of methods to fund this, all of which would require a Board resolution and he would recommend that the Finance Committee explore which way to fund.

**MOTION: DECLARING THE REPAIR AND REPLACEMENT OF ONE OF THE HEALTH CARE FACILITY’S ELEVATOR PLUNGE SHAFTS AN EMERGENCY AND REQUESTING THE FINANCE COMMITTEE DETERMINE THE BEST MEANS OF FUNDING SAID REPAIR AND REPLACEMENT FOR THE FULL LEGISLATURE’S APPROVAL MADE BY MR. NICHOLS. SECONDED BY MR. RYAN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

7. **Designation of Interim Health Care Facility Administrator** – Mr. Alger informed the committee that they received a letter from the New York State Department of Health approving the designation of Raelen Melious as Interim Administrator through May 24, 2007. We have received applications for this position and we will screen and determine if we need to re-advertise and then go from there. If there is a sufficient pool of applicants, we will bring that list to the committee and set up interviews.

C. **Office of Community Services**

1. **Contract** – Dr. Anderson requested authorization to extend their contract with MedLab who provides our drug screening.

**MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO EXTEND THEIR CONTRACT WITH MEDLAB UNTIL DECEMBER 31, 2007 UNDER THE CURRENT TERMS AND CONDITIONS MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

Dr. Anderson requested authorization to extend their contract with Dr. Christensen through February 21, 2008.
MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO EXTEND THEIR CONTRACT WITH DR. CHRISTENSEN THROUGH FEBRUARY 21, 2008 UNDER THE CURRENT TERMS AND CONDITIONS MADE BY MR. NICHOLS. SECONDED BY MR. RYAN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **Informational** – Dr. Anderson informed the committee that this week all of the agencies received their assessed dues from the Institute of Human Services. Mr. Alger explained we are one organization and they assess us $250 dues and with that we get a half-dozen agencies that are members. Essentially we are splitting the cost and having one of the larger agencies pay it.

D. **Public Health & Nursing Services**

1. **Preparedness Update** – Mrs. Fuerst stated Mr. Stachnik had asked her to present an update on our emergency preparedness plans and the Pandemic Flu. She distributed a handout outlining their preparedness activities. Mr. Stachnik commented we are head and shoulders above other counties. The last pandemic was in 1918 and it took five weeks for the disease to spread across the country. The next pandemic will take five days to spread around the world because of air travel. There are 750,000 New Yorker’s that will need beds and 80 million people will die worldwide. Approximately 2 million will die in the United States. A 10 percent attendance rate at places of employment during this pandemic is what is being projected. This could last one full calendar year. There was the SARS scare in Toronto in 2002. That was confined to one hospital and tourism was down 70 percent. Mr. Stachnik stated that he thinks Mrs. Fuerst is doing a great job as much as we can to prepare for this. Mrs. Fuerst stated we have sent out 40,000 brochures on the pandemic flu and what families can do and how they can protect themselves.

Mr. Isaman asked what is the status on the bird flu? Mrs. Fuerst distributed a handout depicting bird flu numbers worldwide.

MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICER’S LAW, ARTICLE 105.1.F. THE MEDICAL, FINANCIAL, CREDIT OR EMPLOYMENT HISTORY OF A PARTICULAR PERSON OR CORPORATION, OR MATTERS LEADING TO THE APPOINTMENT, EMPLOYMENT, PROMOTION, DEMOTION, DISCIPLINE, SUSPENSION, DISMISSAL OR REMOVAL OF A PARTICULAR PERSON OR CORPORATION AND ARTICLE 105.1.H. THE PROPOSED ACQUISITION, SALE OR LEASE OF REAL PROPERTY OR THE PROPOSED ACQUISITION OF SECURITIES, OR SALE OR EXCHANGE OF SECURITIES HELD BY SUCH PUBLIC BODY, BUT ONLY WHEN PUBLICITY WOULD SUBSTANTIALLY AFFECT THE VALUE THEREOF MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. STACHNIK. SECONDED BY MR. RYAN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: TO ADJOURN MADE BY MR. RYAN. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

NEXT MEETING SCHEDULED FOR
Wednesday, April 4, 2007 @ 9:00 a.m.

PLEASE SEND AGENDA ITEMS TO THE
CLERK OF THE LEGISLATURE’S OFFICE
NO LATER THAN NOON
Wednesday, March 28, 2007
I. CALL TO ORDER

Mr. Isaman called the meeting to order at 9:05 a.m.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE MARCH 7, 2007 MADE BY MR. SWACKHAMER, SECONDED BY MR. ROCHE, ALL BEING IN FAVOR. MOTION CARRIES 3-0. (MR. NICHOLS AND MR. STACHNIK ABSENT FOR VOTE).

III. DEPARTMENTAL REPORTS/REQUESTS

A. Special Children’s Services

   2. Contracts – Mrs. Brutsman informed the committee that in their Preschool program, they contract with agencies to provide one-to-one aide to assist children. She requested authorization to increase the rate from $12.00 per hour to $18.00 per hour. This rate includes mileage as well as administrative costs.

MOTION: AUTHORIZING SPECIAL CHILDREN’S SERVICES TO INCREASE THE RATE FOR PRESCHOOL CONTRACTS WITH AGENCIES THAT PROVIDE ONE-TO-ONE AIDE FOR CHILDREN TO $18.00 PER HOUR MADE BY MR. SWACKHAMER, SECONDED BY MR. ROCHE, ALL BEING IN FAVOR. MOTION CARRIES 3-0. (MR. NICHOLS AND MR. STACHNIK ABSENT FOR VOTE).

Mrs. Brutsman requested authorization to enter into a contract with the Canisteo-Greenwood School District to transport two children to Addison. The rate is $131.66 per day. This will be retroactive to the beginning of the school year.

MOTION: AUTHORIZING SPECIAL CHILDREN’S SERVICES TO ENTER INTO A CONTRACT WITH THE CANISTEO-GREENWOOD SCHOOL DISTRICT TO PROVIDE TRANSPORTATION FOR TWO CHILDREN TO ADDISON AT A RATE OF $131.66 PER DAY RETROACTIVE TO THE BEGINNING OF THE 2007 SCHOOL YEAR MADE BY MR. NICHOLS, SECONDED BY MR. SWACKHAMER, ALL BEING IN FAVOR. MOTION CARRIES 3-0. (MR. STACHNIK ABSENT FOR VOTE).
B. Office of Community Services

1. **Contract** – Dr. Anderson requested authorization to enter into a contract with Bonadic and Company. The purpose of this agreement is for them to come and look at our billing procedures and corporate compliance with the Office of the Medicaid Inspector General. They are changing the rules of Medicaid. Mental Health has been given COPS and CSP money and now they are changing the amount we can get and what we can get it for. We also want to become part of the group that is consulting with the Office of Medicaid Inspector General. Mr. Swackhamer commented we used to get reimbursed from the deficit funding and then it changed to the COPS and CSP funding. Dr. Anderson stated they want to reduce what we get for that without giving us the deficit funding. That could increase county costs significantly.

**MOTION:** AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO ENTER INTO A CONTRACT WITH BONADIC AND COMPANY TO REVIEW BILLING PROCEDURES AND CORPORATE COMPLIANCE ISSUES WITH THE OFFICE OF THE MEDICAID INSPECTOR GENERAL MADE BY MR. SWACKHAMER, SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0. (MR. STACHNIK ABSENT FOR VOTE).

2. **Budget Transfers** – Dr. Anderson requested authorization to accept and appropriate additional COLA funding they received from OASAS and OMH and to appropriate those funds to various contracts.

**MOTION:** AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO ACCEPT ADDITIONAL PASS THROUGH OMH COLA FUNDS IN THE AMOUNT OF $31,355 AND APPROPRIATING TO THE FOLLOWING CONTRACTS: SCAP – HOSPITAL DIVERSION $858.00; SCAP – FORENSIC HOUSING $2,889.00; CATHOLIC CHARITIES – HOMELESS $387.00; PATHWAYS $225.00; STEUBEN ARC – PSYCHIATRIC REHAB $17,468.00; AND FINGER LAKES PARENT NETWORK $9,828.00 AND ACCEPTING ADDITIONAL OMH COLA FUNDS IN THE AMOUNT OF $9,077 AND APPROPRIATING TO THE FOLLOWING LINE ITEMS: 433900.5.438200 $518.00 AND 434000.5.438200 $8,559.00 MADE BY MR. NICHOLS, SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 3-0. (MR. STACHNIK ABSENT FOR VOTE).

Dr. Anderson informed the committee that they have received pass through funding from OASAS in the amount of $204,021.00. He requested authorization to enter into a contract with DePaul Addiction Services, Inc. for the medically supervised withdrawal unit at the Bath VA and appropriate these funds to that contract.

**MOTION:** AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO ACCEPT ADDITIONAL PASS THROUGH DOLLARS IN THE AMOUNT OF $204,021.00 FROM OASAS AND REQUESTING AUTHORIZATION TO ENTER INTO A CONTRACT WITH DEPAUL ADDICTION SERVICES, INC. AND APPROPRIATE SAID FUNDS TO THAT CONTRACT MADE BY MR. SWACKHAMER. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3. **Preventive Services** – Mrs. Biehl explained the Department of Social Services have received State funding for preventive services for children to keep them out of foster placement. The State funding is 65 percent and there is a 35 percent local match. We have been doing a little of this with United Way and they have donated funds to us so that we can make the 35 percent local match. She stated that she has been having some conversations with school districts about placing Social Workers in the schools. The Hornell School District is very interested in partnering with us to have three Social Workers placed in their schools. We thought it would be better to have it be a county operated project as it would be more efficient and more cost effective. The Hornell School District would put up the 35 percent local match and they would get three Social Workers for the school year. They would be full-time county employees. The total cost for this project would be $200,000 - $250,000.

Mr. Stachnik asked what are the expected outcomes? Mrs. Biehl replied the program would be starting in the fall as they are preparing the budget for the school year. She sees advantages of this for the Department of Social Services as it will improve the relationship between the county and the school system. This will create a connection that will be beneficial. Dr. Anderson commented with the State funding, we will all have to go to performance based contracting and we are hoping that there will be a reduction in the number of out-of-home placements for children.
Mr. Roche asked is the program for a targeted group of children, or for the general population? Dr. Anderson replied they would come to the program by way of referrals from teachers, families, etc. We don’t think the school was looking at targeting a specific population. We certainly would target at risk children.

Mr. Swackhamer asked will the school and County have to get permission from the parents? Will the Social Workers be in the school? Dr. Anderson replied the Social Workers will be in the schools. Mrs. Biehl commented we see the positions doing home visits and working with the families. This funding was passed in the State budget. We are going to have to be very specific with the outcomes of what we do with the funding.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES AND THE DEPARTMENT OF SOCIAL SERVICES TO CONTRACT WITH THE HORNELL SCHOOL DISTRICT FOR THE COUNTY TO PROVIDE THREE SOCIAL WORKERS TO WORK IN THE SCHOOLS TO PROVIDE PREVENTIVE SERVICES FOR CHILDREN MADE BY MR. STACHNIK. SECONDED BY MR. SWACKHAMER.

Mr. Alger commented one of the biggest disconnects in the current system is the interaction between the school and the county social agencies. The ability to have staff in the school, gives you a connection that you don’t have now.

VOTE ON PREVIOUS MOTION: ALL BEING IN FAVOR. MOTION CARRIES 4-0.

4. Informational – Dr. Anderson informed the committee that he has met with Mr. Isaman to discuss a lease that is expiring and he will report to the committee next month on the status of that.

C. Health Care Facility

1. Statistics – Ms. Melious presented statistical information to the committee for their review. She commented that the Medicaid rate has gone from $181.00 per day to $175.00 per day. Our occupancy was down in March because of the Medicare A patients. We have not yet received word on the IGT.

Mr. McIntyre asked how long before we find out about the status of the IGT? Mr. Alger replied the IGT is not as important as it used to be. Now we only get a few hundred thousand dollars. That is still good revenue.

2. Break & Milk Procurement – Ms. Melious requested approval to contract with Sodexho for bread and milk in lieu of going out to bid. We use Sodexho for all other food services and would like to incorporate the break and milk procurement into that. Sodexho using the same bread supplier that is on the County bid. They also procure their milk from Byrne Dairy, which also is on the County bid. Mr. Gleason stated we no longer have the correctional facility participating in food bids. The price of bread does not fluctuate, but milk does with the market prices. When we did the proposal for food services at the Health Care Facility, we did the food component as part of that.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO CONTRACT WITH SODEXHO TO PROVIDE BREAD AND MILK PRODUCTS FOR THE HEALTH CARE FACILITY AS PART OF THEIR FOOD SERVICES CONTRACT MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3. Omnicare Pharmacy Contract – Ms. Melious informed the committee that their contract with Omnicare expires December 31, 2007. We have been very happy with them and the services they provide and would like to pursue a renewal. During the contract period, they merged with NCS and they were always on State bid. She would like to research the Omnicare situation more thoroughly before pursuing a renewal. She commented NCS is okay, but they don’t fulfill all of our needs.

Mr. Stachnik commented Omnicare has a great satisfaction record among clients compared to anyone else. Mr. Alger stated we should talk about a target date so we can get everything together. Mr. Gleason commented that he would like to have a 60-day lead time.

4. Nursing Home Quality Improvement Grant Money – Ms. Melious informed the committee that for 2005 – 2006 they were awarded money from the State to assist public nursing facilities in the recruitment
and retention of staff. We recently received a notice that the State is awarding us an additional $63,000 retroactive. She requested authorization to accept this additional funding.

**MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO ACCEPT AN ADDITIONAL $63,000 FROM THE NURSING HOME QUALITY IMPROVEMENT GRANT FUND FOR THE RECRUITMENT AND RETENTION OF STAFF MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

5. **Project Update** – Mr. Alger distributed a summary of the contracts. We currently do not have any substantial change orders pending. The project is moving forward. Once the floors are poured, you will begin to see the exterior walls going up. Mr. Nichols asked when is the final completion date? Mr. Alger replied it will be the end of this year or the beginning of next year before this project is complete.

Mr. Alger informed the committee that they did receive bids for the transformers, however, they requested the Public Safety & Corrections Committee reject those bids as the delivery date was unacceptable. We received one bid and their delivery date was 21 weeks and that will not work.

6. **Public Facilities Funding Grant** – Ms. Melious informed the committee the state had projected $100 million in funding for nursing homes. During 2006, they received an additional $42,000. Mr. Alger commented the funds you are receiving are part of last year’s State budget. Last year they gave $5 million to nursing homes, this year it will be $15 million, the year after that it will be $35 million and the following year it will be $100 million. These funds go toward the operating costs for the nursing homes.

7. **Pest Control Contract** – Ms. Melious requested authorization to renew their contract with Pest Solutions for $1,584.

**MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO RENEW THEIR CONTRACT WITH PEST SOLUTIONS FOR $1,584 MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

8. **Audit** – Ms. Melious informed the committee that the audit will be next week and they are anticipating the State survey to be anytime.

9. **Roof Project** – Mr. Alger informed the committee the drawings for the roof project are 90 percent complete. We will be putting this out to bid and have requested funding from the Public Safety & Corrections Committee and that will be presented to the Finance Committee to fund the Health Care Facility portion of the project from the Repairs & Renovations Reserve in the amount of $775,000. The bids will go out and should be back in by the end of the month. If we had waited until the end of the month then it would be another month before we would have been able to award the bid. We would like to award the bid and have construction begin in June or July.

D. **Personnel**

1. **Tuition Aid Request** – Mrs. Smith presented a tuition aid request for Lynne Snyder of The Office of Community Services. She is taking three courses entitled “Understanding Impact of Trauma”, “Children Exposed to Violence”, and “Schema Focused Therapy”. These courses will apply toward her Master’s in Social Work as well as a Certificate in Trauma Counseling. Mrs. Smith recommended approval.

**MOTION: APPROVING THE TUITION AID REQUEST FOR LYNNE SNYDER OF THE OFFICE OF COMMUNITY SERVICES TO TAKE THREE COURSES ENTITLED “UNDERSTANDING IMPACT OF TRAUMA”, “CHILDREN EXPOSED TO VIOLENCE”, AND “SCHEMA FOCUSED THERAPY” MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**
MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS’ LAW, ARTICLE 7§ 105.1.F. THE MEDICAL, FINANCIAL, CREDIT OR EMPLOYMENT HISTORY OF A PARTICULAR PERSON OR CORPORATION, OR MATTERS LEADING TO THE APPOINTMENT, EMPLOYMENT, PROMOTION, DEMOTION, DISCIPLINE, SUSPENSION, DISMISSAL OR REMOVAL OF A PARTICULAR PERSON OR CORPORATION MADE BY MR. SWACKHAMER. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: TO ADJOURN MADE BY MR. SWACKHAMER. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

NEXT MEETING SCHEDULED FOR
Wednesday, May 2, 2007 @ 9:00 a.m.

PLEASE SEND AGENDA ITEMS TO THE CLERK OF THE LEGISLATURE’S OFFICE
NO LATER THAN NOON
Wednesday, April 25, 2007.
**MINUTES**

COMMITTEE: Kenneth E. Isaman, Chair  Robert V. Nichols, Vice Chair  Gary D. Swackhamer

STAFF: Mark R. Alger  Robert F. Biehl

LEGISLATORS: Francis L. Gehl

ABSENT: Thomas J. Ryan  David R. Stachnik

I. CALL TO ORDER

Mr. Isaman called the meeting to order at 3:05 p.m.

II. DEPARTMENTAL REPORTS/REQUESTS

A. Health Care Facility

MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS’ LAW, ARTICLE 7§ 105.1.F. MATTERS LEADING TO THE APPOINTMENT, EMPLOYMENT, PROMOTION, DEMOTION, DISCIPLINE, SUSPENSION, DISMISSAL OR REMOVAL OF A PARTICULAR PERSON OR CORPORATION MADE BY MR. SWACKHAMER. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. NICHOLS. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION: TO ADJOURN MADE BY MR. SWACKHAMER. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature
I. CALL TO ORDER

Mr. Isaman called the meeting to order at 9:00 a.m. He asked Mr. Ryan to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE APRIL 4, 2007 AND APRIL 20, 2007 MEETINGS MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. DEPARTMENTAL REPORTS/REQUESTS

A. Public Health & Nursing Services

1. Contract – Mrs. Fuerst requested authorization to enter into a contract with St. James – SJM Properties for $1,686 on a month to month basis for the Hornell office rent.

MOTION: AUTHORIZING PUBLIC HEALTH & NURSING SERVICES TO ENTER INTO A CONTRACT WITH ST. JAMES – SJM PROPERTIES FOR $1,686 ON A MONTH TO MONTH BASIS FOR THE HORNELL OFFICE RENT MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

B. Office of Community Services

1. Vehicles – Dr. Anderson reported to the committee that he heard this morning that the vehicle we ordered, a van, that Chrysler is refusing to make delivery to David Gardiner. Apparently they are not honoring the bid for all 22 mini-vans that were on State Bid. Discussion followed regarding the possibility of there being a breach of contract.

MOTION: AUTHORIZING THE LAW DEPARTMENT TO FOLLOW UP ON THE CLAIM THAT CHRYSLER IS NOT HONORING THEIR BID FOR MINI-VANS THAT WERE ORDERED ON STATE BID MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.
2. **Reclassifications** – Dr. Anderson stated that they need to get some increased supervision in the chemical dependency program and he would like to reclassify a couple of CASAC positions to Senior CASAC positions. He will be presenting these to Personnel for their review.

3. **Budget Appropriation** – Dr. Anderson requested authorization to accept $36,420.00 in pass through funding from OASAS and appropriate it to their line item for DePaul Addiction at the Bath VA.

   **MOTION:** AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO ACCEPT $36,420.00 IN PASS THROUGH FUNDING FROM OASAS AND APPROPRIATE TO THE LINE ITEM FOR DEPAUL ADDICTION AT THE BATH VA MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

4. **Contract Extension** – Dr. Anderson requested authorization to extend their contract with Unicare for an additional three months at a cost of $528 per month. When they did the first three month extension, they spent $1,584 and got back $48,000 in billing revenue. He thinks with an additional three month extension they will be able to bring in an additional $48,000.

   **MOTION:** AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO CONTINUE THEIR CONTRACT WITH UNICARE ON A MONTH TO MONTH BASIS FOR AN ADDITIONAL THREE MONTH PERIOD AT A COST OF $528.00 PER MONTH MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

5. **Village of Bath** – Dr. Anderson informed the committee that over the past 28 years they have paid the Village of Bath for picking up people and transporting them to hospitals for inpatient stays. This year, the auditor has requested that we have a contract in order to pay them. He is requesting authorization to pay the Village of Bath approximately $6,000 for inpatient transports.

   **MOTION:** AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO PAY THE VILLAGE OF BATH APPROXIMATELY $6,000 FOR TRANSPORT SERVICES MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS FOR DISCUSSION.

   Mr. Alger explained, the Village Police Department, on behalf of the Office of Community Services, picks an individual up and transports them to a facility. We are reimbursing them for their mileage. He is not sure how you write that contract, or if you would want to do it in that fashion. Mr. Ahrens commented the insurance requirement clause in the contract language would probably scare them. Mr. Alger stated that he doesn’t believe they would sign a contract.

   Dr. Anderson stated the Village of Bath has been wonderful to work with. They only charge us when they transport an individual to EPC or to St. James. He is requesting authorization to pay them for transports during 2006. Mr. Ahrens commented we could put together a simple contract which would state that they would transport certain individuals and the committee could waive the insurance requirements.

   **MOTION:** AMENDING THE PREVIOUS MOTION TO INCLUDE AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO ENTER INTO A SIMPLE CONTRACT WITH THE VILLAGE OF BATH TO PROVIDE TRANSPORTATION TO CERTAIN INDIVIDUALS AND TO WAIVE ALL INSURANCE REQUIREMENTS MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

6. **Painted Post Continuing Day Treatment Program** – Dr. Anderson informed the committee that he has been negotiating with the landlord of the Corning-Painted Post Continuing Day Treatment site and he is requesting the committee’s permission to pay on a month to month basis the amount that we owe under the old contract until the new contract is finalized.
MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO PAY THE LANDLORD OF THE CORNING-PAINTED POST CONTINUING DAY TREATMENT SITE ON A MONTH TO MONTH BASIS THE AMOUNT THEY OWED UNDER THE OLD CONTRACT UNTIL THE NEW CONTRACT IS FINALIZED MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

C. Special Children’s Services

1. Contracts – Preschool Services – Mrs. Brutsman requested authorization to enter into contracts with Barbara Hislop and Nora Jassak, Speech Pathologists and Teachers of the Speech and Hearing Impaired at a rate of $65.00 per session up to an hour, and the Bath School District to provide related services for speech at a rate of $65.00 per hour. These rates are effective for the 2006 – 2007 and 2007 – 2008 school years.


Mrs. Brutsman informed the committee that Crestwood Children’s Center, a state approved preschool evaluator in Rochester, was requested by a family to do an evaluation. The evaluation has been completed. We do not have a contract with them, but we are mandated to pay them. She would like to enter into a one-page agreement with them. They do have liability insurance as they contract with other county departments to provide other services. The cost for the evaluation is $551.00.

MOTION: AUTHORIZING SPECIAL CHILDREN’S SERVICES TO ENTER INTO A ONE-PAGE AGREEMENT WITH CRESTWOOD CHILDREN’S CENTER FOR A PRESCHOOL EVALUATION AT THE RATE OF $551.00 MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. Preschool Transportation (2007 – 2008) – Mr. Gleason distributed the bid award information. He commented that Contracts A, B, C and D represent different areas and that there are two programs that they are bidding, the 10-month and the summer. The vendors who have been awarded the bids have been awarded for both programs. He recommended awarding the bid for Contract A to Livingston-Wyoming ARC, Contract B to A & E Transportation, Contract C to Birnie Transportation and Contract D to A & E Transportation. Mr. Gleason stated Contract A covers the Dansville area, Contract B the Bath area, Contract C the Corning area and Contract D Penn Yan and the Keuka Lake School.

MOTION: AWARDS THE TRANSPORTATION BIDS FOR THE 2007 – 2008 SCHOOL YEAR AS FOLLOWS: CONTRACT A – LIVINGSTON-WYOMING ARC $120.00 (10-MONTH) AND $120.00 (SUMMER); CONTRACT B – A & E TRANSPORTATION $137.00 (10-MONTH) AND $137.00 (SUMMER); CONTRACT C – BIRNIE TRANSPORTATION $38.00 (10-MONTH) AND $75.00 (SUMMER) AND CONTRACT D – A & E TRANSPORTATION $112.00 (10-MONTH) AND $126.00 (SUMMER) MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mrs. Brutsman requested authorization to negotiate rates for 2007 – 2008 with school districts that are willing to transport their own school district children to preschool center-based programs, which will not exceed the rate set for the 2006 – 2007 school year unless it is brought back to committee. They would be negotiating with Hornell, Jasper-Troupsburg, Canisteo-Greenwood, Addison and Arkport.

MOTION: AUTHORIZING SPECIAL CHILDREN’S SERVICES TO NEGOTIATE RATES FOR 2007 – 2008 WITH THE HORNELL CITY SCHOOL DISTRICT, JASPER-TROUPSBURG SCHOOL DISTRICT, CANISTEO-GREENWOOD SCHOOL DISTRICT, ADDISON SCHOOL DISTRICT AND ARKPORT SCHOOL DISTRICT TO TRANSPORT THEIR OWN SCHOOL DISTRICT CHILDREN TO PRESCHOOL CENTER-BASED PROGRAMS MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.
Mrs. Brutsman requested authorization to reimburse parents/guardians/grandparents $.40 per mile to transport their children to programs.

**MOTION: AUTHORIZING SPECIAL CHILDREN’S SERVICES TO REIMBURSE PARENTS/GUARDIANS/GRANDPARENTS $.40 PER MILE TO TRANSPORT THEIR CHILDREN MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

Mrs. Brutsman requested authorization to renew a contract with Ontario ARC who is currently transporting one child to the Fingerlakes UCP-Happiness House in Canandaigua at $115.00 per child per day.

**MOTION: AUTHORIZING SPECIAL CHILDREN’S SERVICES TO RENEW THEIR CONTRACT WITH ONTARIO ARC TO PROVIDE TRANSPORTATION FOR ONE CHILD TO THE FINGERLAKES UCP-HAPPINESS HOUSE IN CANANDAIGUA AT A RATE OF $115.00 PER CHILD PER DAY MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

3. **Renewal of Preschool Services Contracts** – Mrs. Brutsman explained rates are set by the State for center-based programs, Special Education Itinerant Teacher Services and evaluations. Related service rates are set by the Health and Education Committee as follows: $65.00 per session for Speech Therapy, Occupational Therapy, Physical Therapy, Social Worker, Teacher of the Hearing Impaired Services, Orientation & Mobility Specialist Services, Teacher of the Visually Impaired Services and Counseling Services; $100.00 per session for Psychologist, up to $18.00 for One-to-One Aide and $50.00 per session for Assistive Technology.

**MOTION: RENEWING THE PRESCHOOL SERVICES CONTRACTS FOR 2007 – 2008 MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

4. **Survey Request** – Mrs. Brutsman informed the committee that a Psychology Intern, Ryan Peterson, is doing an internship at the Addison School District. He is working on his thesis which is in Early Childhood. He has asked our assistance in conducting a survey of providers and Early Intervention parents. It is a research project on the collaboration between parents and professionals in Early Intervention. Mrs. Brutsman requested authorization to enter into an agreement with him. There would be no breach of confidentiality, as he would have no names or identifying information. He would only have general information and our office would send out and monitor the surveys.

**MOTION: AUTHORIZING SPECIAL CHILDREN’S SERVICES TO ENTER INTO AN AGREEMENT WITH RYAN PETERSON, PSYCHOLOGY INTERNS TO CONDUCT A RESEARCH SURVEY AND WAIVING THE REQUIREMENT FOR INSURANCE MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.**

5. **Preschool Medicaid Reimbursement** – Mrs. Brutsman informed the committee that some of their Preschool Medicaid Reimbursement is on hold. We are not receiving Medicaid reimbursement for preschool speech, transportation or psychology services. The federal government has concerns that the school districts and the counties are not maintaining proper documentation of services and are using unlicensed personnel to provide the services, so they have stopped reimbursement to all school districts and counties until this is resolved. Mrs. Brutsman explained we can still submit for reimbursement on Occupational Therapy and Physical Therapy, however, we provide more speech and transportation than Occupation Therapy and Physical Therapy. This could have quite an impact on our reimbursement, which is shared 59.5 percent State and 40.5 percent County. It is also a possibility that future Early Intervention Medicaid reimbursements could be affected.

Mr. Alger commented in the schools, there is an issue of having a licensed Speech Therapist versus a Speech Teacher. Some schools only have a Speech Teacher and they are not professionally licensed. This is a consequence of the schools venturing into the health care field and not using the same standards. Mr. Stachnik asked how long do you expect this to go on? Mr. Alger replied it will last some time because they will have to audit every school district in the State.

Mr. McIntyre asked how much revenue are we talking about? Mrs. Brutsman replied $600,000. Whatever Medicaid we get, we can bill the balance to the State. Mr. Ryan asked do we have oversight over the schools?
Mr. Alger replied no, not if the schools are providing the services themselves. We are only concerned with schools that we are contracting with or our own services. This will affect Early Intervention. Mrs. Brutsman commented with Early Intervention we bill all our services. We are not sure how this will affect that. Mr. Alger stated this is a continuing problem because the State is extremely slow with their reimbursements.

D. Health Care Facility

1. Occupancy Report – Ms. Melious distributed the occupancy report for the committee’s review. Average occupancy for 2007 to-date is 96.36 percent with 12,141 resident days.

2. Project Update – Mr. Norton informed the committee that the steel work is done with the exception of the stairs. The concrete is being poured in the therapy tub area this morning. The first level over to the B wing is in place. They are enclosing the B wing and the masons are moving inside to start the corridor walls so that the duct work and piping can start. The fireproofing of the A wing will be done next week. We are still looking for a move in date the first of the year.

Mr. Alger distributed a summary report of the minutes, contract log, proposed change orders and pictures of the project. As far as the project is concerned, we do have a couple of things forthcoming. We need to look at how to do the internal wiring in the building with regard to the cabling for the telephone, television, computer phone data and speaker system. The county included the wire run and did not include the termination. We are trying to determine if the contractor is willing to do this or if we will have to do this in another fashion and that may mean significant changes. The only other major change is the steel contractor with regard to his suggestions of what he wants to do with the problems that we had. We will bring these change orders when we get them.

Mr. Ryan asked what kind of heating will the facility have? Mr. Alger replied we will heat with gas and the air conditioning will be electric. Mr. Norton stated the heat will be a forced air system.

Mr. Alger explained the Department of Health has very high standards for air turnover and we will have a higher utility use because of that. The transformers have been purchased. Bath, Electric, Gas & Water anticipates that their schedule will coincide with what we anticipated and the upgrade should take place between July and August. They have begun the process of running new wire. We are replacing two transformers and purchasing one new. The new transformer will be for the Health Care Facility. In the end, we will have a dedicated circuit to the county facilities.

Mr. Alger stated with regard to the extra manhole and draining water from around the pool, we did that on a time and material basis. Mr. Norton stated everything is moving along nicely. When we have the floor poured and the stairs done, then you can come out and have a tour.

E. Personnel

1. Tuition Aid Request – Mrs. Smith presented a tuition aid request for Muriel Brown, Health Care Facility. She is taking two courses entitled “Clinical Decision Making & The Elderly Patient II” and “Advanced Pharmacology & The Elderly”. Mrs. Smith recommends approval of both courses.

MOTION: APPROVING THE TUITION AID REQUEST FOR MURIEL BROWN, HEALTH CARE FACILITY TO TAKE TWO COURSES ENTITLED “CLINICAL DECISION MAKING & THE ELDERLY PATIENT II” AND “ADVANCED PHARMACOLOGY & THE ELDERLY” MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS’ LAW, ARTICLE 7§ 105.1.H. THE PROPOSED ACQUISITION, SALE OR LEASE OF REAL PROPERTY OR THE PROPOSED ACQUISITION OF SECURITIES, OR SALE OR EXCHANGE OF SECURITIES HELD BY SUCH PUBLIC BODY, BUT ONLY WHEN PUBLICITY WOULD SUBSTANTIALLY AFFECT THE VALUE THEREOF MADE BY MR. NICHOLS. SECONDED BY MR. RYAN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.
MOTION: TO ADJOURN MADE BY MR. RYAN. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR, MOTION CARRIES 4-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

NEXT MEETING SCHEDULED FOR
Wednesday, June 6, 2007 @ 9:00 a.m.

Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON on Tuesday, May 29, 2007.
I. CALL TO ORDER

Mr. Isaman called the meeting to order at 9:00 a.m.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE MAY 2, 2007 MEETING MADE BY MR. STACHNIK. SECONDED BY MR. RYAN. ALL BEING IN FAVOR. MOTION CARRIES 3-0. (MR. NICHOLS AND MR. SWACKHAMER ABSENT FOR VOTE)

III. DEPARTMENTAL REPORTS/REQUESTS

A. Office of Community Services
   1. Contract Renewals – Dr. Anderson requested authorization to renew contracts with Marsha Hall for transcription, Mike Damiano for the development of an annual plan for mental health services for Child-Plus funding and David Young for the on-line submission of the NYS OASAS planning documents.

   MOTION: RENEWING THE FOLLOWING CONTRACTS FOR THE OFFICE OF COMMUNITY SERVICES: MARSHA HALL – TRANSCRIPTION, MIKE DAMIANO – DEVELOPMENT OF AN ANNUAL PLAN FOR MENTAL HEALTH SERVICES FOR CHILD-PLUS FUNDING AND DAVID YOUNG – ON-LINE SUBMISSION OF THE NYS OASAS PLANNING DOCUMENTS MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

   2. Hornell City School District Project – Dr. Anderson stated that they are working with the Department of Social Services to provide staff to work in the Hornell Schools. Mrs. Biehl explained this is the 65/35 program that was presented to the committee a couple of months ago. We are providing preventive services to the Hornell School District and they are providing the 35 percent match for the contract. The remainder of the contract is covered by State funding. The office of Community Services will provide for Staff Social Workers to work with the families and children. These staff will provide services in the school and will also work outside of the school doing home visits. One of these positions will be working with Workforce Development to engage teens in employment opportunities. This will be a great benefit to our department. This is also a good way to leverage State funding to provide services that will be beneficial to everyone.

   Mr. Swackhamer asked will the staff work with the entire school district? Dr. Anderson replied one of the staff members will work with Workforce Development and the other three will be assigned to the Hornell High School,
Hornell Middle School and Hornell Elementary School. Mrs. Biehl commented this will provide us a link to the school and it will be a much better way to work with staff at the school.

Mr. Isaman asked is there a link to BOCES? Dr. Anderson replied we were approached and asked if we would provide a Certified Alcohol Substance Abuse Counselor or a Social Worker with addictions experience for at least two of the BOCES campuses. We are absolutely interested in doing that. We are looking at how we will go about certifying the sites to meet OASAS requirements. We would provide supervision similar to how we do the others.

Mrs. Biehl stated the services in the Hornell City School District will begin in August. Dr. Anderson commented this does require us to do reclassifications. We have one vacant Social Worker position. We also need to reclassify one Grade XIII Senior Social Work Assistant to a Grade XV Staff Social Worker and one Grade XIV Principal Social Work Assistant to a Grade XV Staff Social Worker. He commented that a year ago he had some zero-based positions set aside for a different grant and these are the positions that he would like to reclassify. He has not yet found a position for the BOCES project.

Mr. Gehl asked how many hours per week will they work in the school? Dr. Anderson replied they will be twelve-month positions in the school and they will also participate in our staff supervision that occurs every other Wednesday for three hours.

Mr. Swackhamer asked what happens when the money is no longer available? Dr. Anderson replied that he would suggest that we have an easy contract where the County says this contract will never become the County’s responsibility. The school would have an opportunity to pick the contract up and do what they want. We did talk to the Superintendent and explained the staff raises do go in and that what the budget currently shows this year will go up and the school will be responsible.

MOTION: APPROVING THE RECLASSIFICATION OF ONE GRADE XIII SENIOR SOCIAL WORK ASSISTANT TO A GRADE XV STAFF SOCIAL WORKER AND ONE GRADE XIV PRINCIPAL SOCIAL WORK ASSISTANT TO A GRADE XV STAFF SOCIAL WORKER IN THE OFFICE OF COMMUNITY SERVICES MADE BY MR. SWACKHAMER. SECONDED BY MR. RYAN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

B. Special Children’s Services

1. Contracts – Mrs. Brutsman requested authorization to enter into contracts for Preschool services with Meri Terwilliger, Speech Pathologist and Teacher of the Speech and Hearing Impaired at a rate of $65.00 per session up to one hour and Canisteo-Greenwood School District to provide preschool transportation at a rate of $4.87 per mile for the 2007 – 2008 school year and to enter into a contract for Early Intervention services with Lisa Macaluso, Special Education Teacher, rate set by the NYS Department of Health at $70.00 and $98.00.

MOTION: AUTHORIZING SPECIAL CHILDREN’S SERVICES TO ENTER INTO THE FOLLOWING CONTRACTS FOR PRESCHOOL SERVICES: MERI TERWILLIGER, SPEECH PATHOLOGIST AND TEACHER OF THE SPEECH AND HEARING IMPAIRED AT A RATE OF $65.00 PER SESSION UP TO ONE HOUR AND CANISTEO-GREENWOOD SCHOOL DISTRICT TO PROVIDE PRESCHOOL TRANSPORTATION AT A RATE OF $4.87 PER MILE FOR THE 2007 – 2008 SCHOOL YEAR AND ENTERING INTO A CONTRACT FOR EARLY INTERVENTION SERVICES WITH LISA MACALUSO, SPECIAL EDUCATION TEACHER, RATE SET BY THE NEW YORK STATE DEPARTMENT OF HEALTH AT $70.00 AND $98.00 MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. Psychologist Rate – Mrs. Brutsman informed the committee that last month they approved the rate for a psychologist at $100 per session and that should have been $150.00 per session.

MOTION: AMENDING THE MAY MEETING MINUTES SETTING THE RATE FOR PSYCHOLOGIST AT $150.00 PER SESSION INSTEAD OF $100.00 PER SESSION MADE BY MR. SWACKHAMER. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.
3. **Personnel** – Mrs. Brutsman informed the committee that she will be putting in a request to reclassify a Grade XII Registered Professional Nurse to a Grade XIII Special Children’s Services Service Coordinator. She commented that currently they have two Service Coordinators and one Registered Nurse and they are all doing exactly the same thing.

C. **Health Care Facility**

1. **Occupancy Report** – Mr. McCarroll distributed the occupancy report for the committee’s review. He commented that over the past four months we have been at 95 – 97 percent.

2. **Contract** – Mr. McCarroll informed the committee that recently they bid out the disaster plan for the new facility. They received three bids: $5,500, $15,000 and $37,250. He recommended awarding the bid to Philips & Associates for $5,500 with an additional $400 for travel costs.

**MOTION:** AWARDING THE BID FOR THE DISASTER PLAN FOR THE NEW HEALTH CARE FACILITY TO PHILIPS & ASSOCIATES FOR $5,500.00 PLUS AN ADDITIONAL $400.00 FOR TRAVEL COSTS MADE BY MR. SWACKHAMER. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Mr. McCarroll requested authorization to extend the three-month contract they have with Lura Huckabone, MSW to provide professional supervision services for the Social Work Department at the Health Care Facility. He commented this contract meets the State’s requirements.

**MOTION:** EXTENDING THE CONTRACT WITH LURA HUCKABONE, MSW, FOR THREE MONTHS TO PROVIDE PROFESSIONAL SUPERVISION SERVICES FOR THE SOCIAL WORK DEPARTMENT AT THE HEALTH CARE FACILITY MADE BY MR. SWACKHAMER. SECONDED BY MR. RYAN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

3. **Survey** – Mr. McCarroll informed the committee that the State just completed their survey. The survey went well and we did have a few minor deficiencies. One concerned a patient incident that occurred over the weekend and the State felt we did not respond in a timely fashion. Another deficiency is that our dietician hadn’t come up with new dietary plans quickly enough to accommodate for a patient’s needs. The State also expressed concerns regarding how we maintain our consents for pneumococcal vaccinations. They want everyone to have individual consents. Mr. Alger commented this was not a bad survey.

D. **Administrator**

1. **Health Care Facility Project Update** – Mr. Alger distributed the monthly progress report for the committee’s review. He commented that we are moving along with the floors, walls, plumbing and electrical work. He stated that previously we have talked about the phone system and the data cabling for the entire facility. We have received proposals for the phone switch and the installation of that switch and related equipment by Ronco and the final completion will be done by the electrical contractor.

Mr. Norton explained, by the end of the month, all of the framing will be done, the exterior walls will be enclosed and the windows will start to go in. He stated that he is really pleased with how it is coming together. We have made up some of the time that we had lost with the steel.

Mr. Alger stated with regard to the data cabling the proposal is for $141,600. One of the issues is that Mr. Peaslee wanted to include an additional $15,000 for network switches, etc. We are recommending you accept this proposal for the phone system. The phones will be on an IP system as opposed to a traditional phone switch. The difference is that you are talking about a computer-based server rather than a big switch with internal wiring in addition to the computer. With the phones in the rooms, you will not notice any difference.

Mr. Swackhamer asked what about computer access? Mr. Alger replied that is going to be part of the deal that we are negotiating with Time Warner. With regard to the resident rooms, we will cable the rooms and put in basic cable and with that the residents will have the ability to get their own personal phone and Internet through Time Warner. Mr. Norton explained we have cabling to every room and the closets. Time Warner will bring service
into the building and do their wiring. Mr. Alger stated we don’t want to get into billing and collection services for residents’ phone and cable.

Mr. Swackhamer asked are we putting ourselves in the position where only Time Warner can do it? Mr. Peaslee commented Verizon will be putting in 200 pair of cable in the building. Each room will have telephone connect and the residents will have the option of getting Internet service by phone line or cable.

Mr. Alger requested the committee to accept the proposal from Ronco for $141,640.00 to furnish the data cable, phone switch and all installation necessary to finish. This gives us the most flexibility.

MOTION: ACCEPTING THE PROPOSAL BY RONCO FOR $141,640.00 TO FURNISH DATA CABLE, PHONE SWITCH AND ALL INSTALLATION NECESSARY TO FINISH THE CABLING WORK AT THE NEW HEALTH CARE FACILITY MADE BY MR. RYAN. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Mr. Alger stated they are now looking at furniture, fixtures and equipment. Right now the package is at $500,000.00. There are a couple of different things to pull out to bid as a package. There is a portion of this that can be done through State bid. Things such as plantings, curtains, artwork, etc., we will keep as a separate package rather than listing it as equipment. Mr. Alger requested authorization to prepare the bid. Once we get the bid back we can make recommendations to you. The total amount estimated is within the budget we have available.

MOTION: AUTHORIZING THE PURCHASING DIRECTOR TO PREPARE A BID FOR THE FURNITURE, FIXTURES AND EQUIPMENT FOR THE NEW HEALTH CARE FACILITY MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Mr. Alger informed the committee that there are some things that we did initially at the beginning of the project that we need to change. Originally, we had set up an office for Pike in the trailer across the road from the Health Care Facility and there was an additional expense. We ended up paying additional money to Frey & Campbell to hook the trailer up to the sewer line. Blackmon-Farrell also put the electric in and they are paying Bath Electric and then billing Pike. We need to reimburse them for that. The cost for Frey & Campbell is $2,629.00 and the electric bill since last July has totaled $12,000.00. Mr. Alger stated that we have asked both Blackmon-Farrell and NYSEG to switch the billing over to us.

MOTION: AUTHORIZING THE COUNTY ADMINISTRATOR TO REIMBURSE FREY & CAMPBELL, $2,629.00 FOR SEWER HOOK-UP FOR THE PIKE CONSTRUCTION TRAILER AND TO REIMBURSE BLACKMON-FARRELL $12,000.00 FOR ELECTRICAL USAGE SINCE JULY 2006 MADE BY MR. SWACKHAMER. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Mr. Norton informed the committee that they are anticipating being able to invite the Legislators out to take a tour. The roof is almost finished, the fire protection is done and the stairs will be done by that time. Mr. Alger commented the contractors for the roof are on site and working on the Jail roof and will be moving to the Old Health Care Facility roof shortly. They are expected to be done by the end of August.

Mr. Alger informed the committee that Bath Electric is behind us with the electric. We are exploring alternative options to get temporary electric to the new facility. We will need to figure out what we can do. We thought they would be there in July or August, but it will not be until the end of September. They have to bid their portion out and one of the delivery timeframes was September. We are going to figure out something with the power to get that done.

Mr. Swackhamer asked have we heard any word from the State regarding the project? Mr. Norton replied that while they were doing the survey, they did come for a tour.

Mr. McCarroll informed the committee that the staff have settled on names for the wings in the facility. They will be Keuka, Waneta and Lamoka.
E. Personnel

1. Tuition Aid Requests – Mrs. Smith informed the committee they received a tuition aid request from Diane McAllister from the Department of Social Services. She is taking two courses at the University of Buffalo entitled “Motivational Interviewing” and “Clinical Psychopathology”. These courses are job related and are going toward her Masters in Social Work. Mrs. Smith recommended approval of the request.

MOTION: APPROVING THE TUITION AID REQUEST FOR DIANE McALLISTER OF THE DEPARTMENT OF SOCIAL SERVICES TO TAKE TWO COURSES ENTITLED “MOTIVATIONAL INTERVIEWING” AND “CLINICAL PSYCHOPATHOLOGY” MADE BY MR. STACHNIK. SECONDED BY MR. RYAN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

IV. OTHER BUSINESS

A. Office of Community Services – Dr. Anderson informed the committee that his secretary, Deb Pierce is retiring from the County effective June 15, 2007. She has worked for our department for 38 years. She started on May 26, 1969. He stated that she will be present at the June Board Meeting.

B. InterCounty – Mr. Gehl informed the committee that Steuben County is hosting this month’s InterCounty Association of Western New York Meeting. The meeting will be held at the Waterfront Restaurant on Friday, June 15, 2007. Please make your reservations with Mrs. Mori. He commented that Ken Crannell from NYSAC will be discussing the Medicaid Sales Tax Intercept.

Mr. Alger explained there is an option in the law of allowing the State to intercept sales tax in lieu of paying for the cost of Medicaid directly out of your budget. The State determines what share Medicaid is of the total sales tax statewide and applies that percentage to your sales tax collection forever.

Mr. Nichols asked what about the towns and villages? Mr. Alger replied that is part of the argument. It’s highly unlikely in my view that it would be beneficial to us. On average our sales tax is probably growing at a rate greater than three percent. Three percent is the cap. Once you do this, there is no going back and reversing it. Monroe County is attempting to do some things. This is very interesting because what they have is a sales tax agreement with the cities. They share with the schools, towns, villages, etc. This would come off the top before any sharing.

C. July Meeting Date – Due to the July 4th holiday, the committee agreed to move the date of the July meeting to Wednesday, July 11, 2007 at 9:00 a.m.

MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS’ LAW, ARTICLE 7§ 105.1.F. THE MEDICAL, FINANCIAL, CREDIT OR EMPLOYMENT HISTORY OF A PARTICULAR PERSON OR CORPORATION, OR MATTERS LEADING TO THE APPOINTMENT, EMPLOYMENT, PROMOTION, DEMOTION, DISCIPLINE, SUSPENSION, DISMISSAL OR REMOVAL OF A PARTICULAR PERSON OR CORPORATION MADE BY MR. STACHNIK. SECONDED BY MR. RYAN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: IN ACCORDANCE WITH THE AGREEMENT FORMER HEALTH CARE FACILITY ADMINISTRATOR JOHN ZEHR HAD WITH JOEL VANSLYKE, PH.D. PERTAINING TO TUITION AID REQUEST, WAIVING THE ONE YEAR REQUIREMENT FOR QUALIFICATION FOR REIMBURSEMENT AND AGREING TO REIMBURSE FOR THOSE CREDITS THAT ARE APPROPRIATE AT THE CURRENT RATE OF $150.00 PER CREDIT HOUR WITH THE STIPULATION THAT SHOULD HE LEAVE PRIOR TO THREE YEARS, HE WILL REIMBURSE THE COUNTY MADE BY MR. RYAN. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.
MOTION: TO ADJOURN MADE BY MR. SWACKHAMER. SECONDED BY MR. RYAN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Respectfully Submitted by:

Amanda L. Chapman  
Senior Stenographer  
Steuben County Legislature

NEXT MEETING SCHEDULED FOR  
**PLEASE NOTE CHANGE** Wednesday, July 11, 2007 @ 9:00 a.m. **PLEASE NOTE CHANGE**

Please send agenda items to the Clerk of the Legislature's Office  
NO LATER THAN NOON on Wednesday, June 27, 2007.
I. CALL TO ORDER

Mr. Isaman called the meeting to order at 9:00 a.m. Mr. Isaman led the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE JUNE 6, 2007 MEETING MADE BY MR. STACHNIK. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 3-0. (MR. RYAN ABSENT FOR VOTE).

III. PRESENTATION

1. Southern Tier Library System – Ms. Carol Berry, Dormann Library, provided the committee with a summary report of the library activities. The 98,236 residents of Steuben County have access to library services through the 15 public libraries and two reading centers that are located throughout the County. Almost half of that population, 49,820, have public library cards that can be used not only in Steuben County libraries, but in any of the 48 libraries that comprise the Southern Tier Library System service area and beyond.

Ms. Barb Radigan, Pulteney Library, commented that among the services they offer are adult workshops. Their library often times serves as a community center. Ms. Karen Deutsch, Wayland Free Library, commented that your funding allows us to provide high-speed Internet service to our patrons. Mr. Swackhamer asked what service do you use? Ms. Deutsch replied Roadrunner. Ms. Cindy Schamel, Savona Library, commented one of the programs we are able to offer is a summer reading program for children.
Mr. Swackhamer asked Ms. Deutsch, how much do you pay yearly for your Internet service? Ms. Deutsch replied $600.00. That is paid through the cost sharing that comes from county funding.

IV. PUBLIC COMMENT

Mr. Isaman stated that he received a request from Chief Rouse to speak at today’s meeting.

Chief Rouse stated he is here today because he is very concerned about Chemung County Executive Tom Santulli and his proposal to the Governor’s Office regarding moving the Southern Tier Police Academy and Criminal Justice Program to Chemung County. Mr. Swackhamer commented we are also concerned. Chief Rouse stated Steuben, Chemung and Schuyler counties encompass the service area of Corning Community College and the New York State Law Enforcement Training Zone 12. Steuben County has 9 agencies with approximately 138 law enforcement personnel, Chemung County has 6 agencies with approximately 150 law enforcement personnel and Schuyler County has 2 agencies with approximately 37 law enforcement personnel. Steuben County encompasses 1,409 square miles with a population of 98,726 and Chemung County encompasses 412 square miles with a population of 91,070. Chief Rouse stated that moving the facility to Elmira would increase the distance and amount of time necessary to attend the academy. From the Bath Police Department it is 28 miles to Goff Road and takes 32 minutes to travel there. If the facility is moved to Elmira it would be 42 miles away and take 45 minutes. Chief Rouse stated he is here to ask the Legislature to weigh in on this, as it is very critical.

Mr. Swackhamer commented we brought the Academy back to Corning Community College and insisted it stay in Steuben County. As far as I am concerned, the Board will not allow it to leave Steuben County. We worked hard to bring the Academy back. The majority of people who have called me want to keep it in Steuben County.

Dr. Amann commented that he didn’t have anything planned to say. We should have Mr. Santulli here in the room. We were taken aback by the reactions of individuals about this idea that was floated by the County Executive. Mr. Santulli did come to a Board of Trustees meeting in March to talk about the Work Development Center in Elmira. This is a facility very similar to the Business Development Center in Corning. In the process of that discussion, Mr. Santulli floated an idea to the Board of Trustees to expand that facility to include the Police Academy and Criminal Justice Program and wouldn’t it be nice if the Development Center also housed the Police Academy and Criminal Justice Program.

Mr. Swackhamer commented no it would not.

Dr. Amann continued, in that context, the Goff Road facility is in need of serious upgrades and in our Master Plan, since the mid 1990’s, we have tried to do something with the Goff Road facility. We are dedicated to working with law enforcement. He commented that he is glad we have a partnership and he hopes it will continue in the same spirit. The facility is in serious need of renovations and the college has put considerable money into roofing and adding two modular classrooms. The classrooms were something that needed to be done to accommodate student growth.

Dr. Amann stated the Goff Road facility serves two purposes; the Police Academy and also the Criminal Justice Program. The agencies are working together and there is a lot of synergy between the Police Academy and the Criminal Justice Program. Students can now earn college credits when they attend the academy. In the Master Plan, we indicated the cost to renovate the facility would be $3.5 million, and we don’t have that money. The State will likely provide 50 percent of that if we can raise the other 50 percent, dollar for dollar locally. The Board is in a situation where something needs to be done. The individuals have perhaps seized an opportunity to either renovate or find a new location.

Dr. Amann stated I assure you that no one at the college has participated in any definitive discussion regarding the relocation of those programs. The only discussion has been via the letters that have been exchanged between the counties and there has been nothing more definitive than that. There has been no discussion at the college or Board level other than Mr. Santulli floating this concept and discussing it with the Governor’s Office. The Board of Trustees is concerned about what this means for Steuben and Chemung counties as well as the students. We are interested in serving the needs of the students. He commented that he thinks they have a wonderful cooperative arrangement with the Zone 12 Coordinators and hopes that will continue in the future.
Mr. Gehl asked is this for the tri-county area? Dr. Amann replied yes. Corning Community College is different from other community colleges in that our Board of Trustees sponsors the college. Our students come from the tri-county area as well as from northern Pennsylvania.

Mr. Gehl asked in our agreement with supporting the college, shouldn’t all three counties have something to say about this? Dr. Amann replied they do. The integral part is when you approve the Master Plan. We are currently in the process of developing the Master Plan for the next five years. The counties provide operating funds for the college and approve the Master Plan.

Mr. Gehl commented I remember when we brought the Police Academy back from Alfred, asking you if it was going to stay in East Corning and the answer was yes. Now we have this situation. Did you make that statement? Dr. Amann replied it is somewhat presumptuous of a President to make such a statement. I’m very supportive of this program. I am more than willing to continue that and there is a strong possibility that we can, but we need to do something for the facility. Goff Road does not provide all of the courses that students need to complete their degrees, so the students have to travel to Spencer Hill or some other facility. The facility works, but it needs to be redone. We are looking at these program as two separate entities in the same location. I don’t remember what was said six years ago.

Mr. Ryan commented shared services seem to be the buzzword. Is there a possibility for that location to be incorporated in other activities? Dr. Amann replied he doesn’t know if there is a precedent in the State where colleges are involved in shared services. We are a service-oriented institution. He doesn’t think the college should be the driving force behind shared services.

Mr. Creath commented as a Trustee, we need the cooperation of the County to seek ways for capital funding that are not available to us now. The capital chargebacks do not cover things of this nature. We are going to make suggestions to the SUNY Committee to find alternative ways to fund this capital project.

Dr. Amann commented the Community College Presidents are proposing to the SUNY Committee that the capital funding be 100 percent by the State. Many community colleges have great difficulty raising the local share. We would be in a much better position to perform renovations if that were the case. When we bring you our Master Plan, my guess is that it will be a staggering number at Spencer Hill to bring the college up to being state-of-the-art. There are high school facilities that are superior to the college. We have four campuses, and soon will be bringing on an additional campus.

Mr. Isaman thanked everyone for their comments.

V. DEPARTMENTAL REPORTS/REQUESTS
A. Special Children’s Services

1. Contract – Mrs. Brutsman requested authorization to enter into a contract with Meghann Langelier, Speech Pathologist to provide services for preschool. The rate is set by this committee at $65.00 per session, up to one hour.

MOTION: AUTHORIZING SPECIAL CHILDREN’S SERVICES TO ENTER INTO A CONTRACT WITH MEGHANN LANGE LiER TO PROVIDE SPEECH PATHOLOGY SERVICES TO PRESCHOOL AT A RATE OF $65.00 PER SESSION, UP TO ONE HOUR MADE BY MR. SWACKHAMER. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. Reclassification – Mrs. Brutsman requested authorization to reclassify one Grade XII Registered Professional Nurse to a Grade XIII Special Children’s Services Service Coordinator. We have three service coordinators who all do the same thing. The Registered Professional Nurse position started out part-time and is now full time and they are doing exactly the same duties and have passed the exam. Mr. Biehl commented we had it set up that this position could be classified as either or depending upon recruitment.
MOTION: APPROVING THE RECLASSIFICATION OF A GRADE XII REGISTERED PROFESSIONAL NURSE TO A GRADE XIII SPECIAL CHILDREN’S SERVICES SERVICE COORDINATOR IN THE DEPARTMENT OF SPECIAL CHILDREN’S SERVICES MADE BY MR. STACHNIK. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

B. Office of Community Services
   1. **Contract** – Dr. Anderson informed the committee that recently H.U.D. went through our housing contract with SCAP, where we pass the funding on to them, and made some suggested modifications to the contracts. They wanted more specific language with regard to the county’s role in oversight. He stated that he has forwarded this on to the Law Department for their review.

   2. **Personnel** – Dr. Anderson requested authorization to reclassify a Grade X Medical Records Clerk to a Grade V Receptionist.

MOTION: APPROVING THE RECLASSIFICATION OF A GRADE X MEDICAL RECORDS CLERK TYPIST TO A GRADE V RECEPTIONIST IN THE OFFICE OF COMMUNITY SERVICES MADE BY MR. SWACKHAMER. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3. **Informational** – Dr. Anderson informed the committee that they had an individual that left our employment without having done anything for the preceding eight-month period prior to leaving. We need to contract with an individual to catch up the evaluations because they were two months behind. Currently we are contracting with a Master’s level CASAC to come in and do those evaluations.

C. Health Care Facility
   1. **Occupancy** – Mr. McCarroll informed the committee that their occupancy is currently at 92.63 percent.

   2. **Contract** – Mr. McCarroll requested authorization to enter into a contract with Bruce Baxter, D.D.S. to provide emergency services. The rate will be the same as before.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO ENTER INTO A CONTRACT WITH BRUCE BAXTER, D.D.S., TO PROVIDE EMERGENCY DENTAL SERVICES PER THE FEE SCHEDULE MADE BY MR. STACHNIK. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3. **Survey** – Mr. McCarroll informed the committee that there were four areas of concern that required an action plan by us. The first was physical restraints. We have purchased mattresses with a flared edge so patients will not be able to roll out and thereby decrease the need for restraints. The second area was with regard to accidents and incidents. We have made a change in our procedure and will monitor and take action quickly. The third area was nutrition. We had a patient who had weight loss and that has been attended to. We will reassess our procedure and make changes as necessary. The final area was with flu and pneumonia shots. We will now be doing patient education prior to giving the shots so that the patients can give us informed consent.

Mr. McCarroll commented we did receive a waiver for the ceiling and roller doors. The surveyors did classify some more rooms as hazards and we did place closures on those doors. We sent our plan of correction in and the State received and accepted the plan.

Mr. Ryan asked are the elevators working? Mr. McCarroll replied yes.

4. **Patterson Medical Repair** – Mr. McCarroll informed the committee that Patterson Medical Repair was recently bought out by Linde Gas, Inc.

5. **Furniture Bids** – Mr. Gleason informed the committee that the bids will be opened Monday afternoon, July 16, 2007. We have had a lot of interest.
6. **Project Update** – Mr. Heffner distributed the monthly Health Care Facility Project report. He commented that while the Department of Health was conducting the survey on the existing Health Care Facility, they also came over and did a walk through of the new building and they had no issues. Mr. Heffner stated previously we had talked about the possibility of having a tour after the July Legislative Meeting. The field supervisor may be on vacation that week, but we will be able to make an announcement on the day of the Board meeting as to whether there will be a tour.

D. **Personnel**

1. **Tuition Aid Request** – Mr. Biehl informed the committee they received a Tuition Aid request from Carol Whitehead, County Treasurer. She is taking a course entitled “Business Statistics” and we recommend approval.

**MOTION:** APPROVING THE TUITION AID REQUEST FOR CAROL WHITEHEAD, COUNTY TREASURER, TO TAKE A COURSE ENTITLED “BUSINESS STATISTICS” MADE BY MR. STACHNIK. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

D. **Public Health & Nursing Services**

1. **Medicare Claims** – Mrs. Fuerst informed the committee they received a proposal from McBee Associates to come in and look at our Medicare claims to make sure that we haven’t missed anything and are collecting the amount we should be. She requested authorization to waive the requirement for an RFP as they provide a unique service.

Ms. Congdon explained, this company will come in and look at the claims that we have submitted and that have been paid. They will look to make sure that we have billed correctly and if not, they will resubmit the bills for us. When they resubmit they will receive 27.3 percent of the revenue that is collected. If they don’t find anything, there will be no charge to us.

Mr. Swackhamer commented this will help us to find charges that we didn’t bill Medicare for or where we aren’t charging enough for services.

**MOTION:** WAIVING THE REQUIREMENTS FOR AN RFP FOR MEDICARE CLAIMS AUDITING AND AUTHORIZING PUBLIC HEALTH & NURSING SERVICES TO ENTER INTO A CONTRACT WITH McBEE ASSOCIATES FOR THIS PURPOSE MADE BY MR. STACHNIK. SECONDED BY MR. RYAN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **Billing Rates** – Mrs. Congdon distributed a handout depicting the new billing rates effective August 1, 2007. These new rates are based upon a review of last year done by the auditor. We have had no increases in our rates since 2004 and our costs have gone up. If you don’t raise your rates, you are subject to penalties from Medicaid. When compared to other counties, we are on the lower end of the scale.

**APPROVING THE FOLLOWING BILLING RATES EFFECTIVE AUGUST 1, 2007 FOR PUBLIC HEALTH & NURSING SERVICES:** SKILLED NURSING - $150.00; PHYSICAL THERAPY - $125.00; OCCUPATIONAL THERAPY - $125.00; SPEECH THERAPY/AUDIOLOGY - $125.00; MEDICAL SOCIAL SERVICES - $125.00; HOME HEALTH AIDE (HOUR) - $55.00; HOME HEALTH AIDE (VISIT) - $80.00; PERSONAL CARE AIDE (HOUR) - $50.00; HOMEMAKER (HOUR) - $50.00; AND NUTRITIONIST - $125.00 MADE BY MR. SWACKHAMER. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

**MOTION:** TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS’ LAW, ARTICLE 7§ 105.1.F. THE MEDICAL, FINANCIAL, CREDIT OR EMPLOYMENT HISTORY OF A PARTICULAR PERSON OR CORPORATION, OR MATTERS LEADING TO THE APPOINTMENT, EMPLOYMENT, PROMOTION, DEMOTION, DISCIPLINE, SUSPENSION, DISMISSAL OR REMOVAL OF A PARTICULAR PERSON OR CORPORATION MADE BY MR. RYAN. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

**MOTION:** TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. STACHNIK. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.
MOTION: OPPOSING THE POLICE ACADEMY OF THE SOUTHERN TIER AND CRIMINAL JUSTICE PROGRAM BEING MOVED OUT OF STEUBEN COUNTY MADE BY MR. SWACKHAMER. SECONDED BY MR. RYAN. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

MOTION: TO ADJOURN MADE BY MR. RYAN. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

NEXT MEETING SCHEDULED FOR
Wednesday, August 1, 2007 @ 9:00 a.m.

Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON on Wednesday, July 25, 2007.
I. CALL TO ORDER

Mr. Nichols called the meeting to order at 9:05 a.m. He asked Mr. Roche to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE JULY 11, 2007 MEETING MADE BY MR. STACHNIK, SECONDED BY MR. ROCHE. ALL BEING IN FAVOR. (MR. SWACKHAMER ABSENT FOR VOTE)

III. PRESENTATIONS

1. Health Care Facility 2006 Audit Report – Mr. Lipman reviewed the audit report with the committee. He commented that under current liabilities, they have included estimated arbitrage liability that is $160,000. Basically you are required to pay to the federal government any interest you are earning on your construction bond. Your overall revenues increased 6 percent and that was due to an increase in rates and occupancy as well as grant money that the facility received. Overall expenses decreased 1.4 percent and that was due largely in part to the start up in 2006 of the Medicare Part D. You also had a decrease in the amount of Worker’s Compensation claims.

Mr. Lipman commented that previously we had heard that you would have an IGT for 2006, but as of Monday we have heard there may not be an IGT. We had already published our statements prior to the latest news. We do not know if you will get the IGT or if you do get it, what the amount will be. This has to do with the upper payment limit of the threshold amount. Under the new reimbursement system there are two additional items – grant programs that will replace the IGT will be phased in over a three-year period and also additional money will be put into the Medicaid rate to compensate county homes. This will also be phased in over a three-year period.

Mr. Stachnik asked how do we compare to other counties? Mr. Lipman replied other counties have a much more substantial per day loss than you do. Part of that is due to the size of your facility. Your losses are down substantially on a per patient day. He would hope that when the new facility opens, that you may start inching toward breaking even. Mr. Nichols asked are there any counties nursing facilities that are breaking even? Mr. Lipman replied he has yet to find one. Discussion followed.
Mr. McGiveny commented that, under GASBY, there are pending regulations and standards that the county needs to be aware of. With regard to post-employment benefits, you have to anticipate the cost of providing future benefits and report that. The County will have a large liability on the books and that will trickle down to the facility.

Mr. Lipman explained, GASBY is telling you that the amortization of post-retirement health insurance benefits should be on your books. Mr. Nichols asked why are we being charged interest when we haven’t incurred the expense yet? Mr. Lipman replied there should be an interest factor. You are paying on an ongoing basis for people that are retired, today. People that you are employing you are not paying for their health care benefit today, not until after they retired. Mr. Nichols asked is the interest factor while they are working or after they retire? Mr. Lipman replied it is while they are working, up to their expected retirement. Mr. Nichols asked you don’t charge interest after they retire? Mr. Lipman replied effectively not. Mr. Nichols asked is interest accruing on the money that is being set aside? Mr. Lipman replied you are not setting aside money. If you were setting aside money, the interest would be offset. Most counties are not funding money into their plan and that is why there is an interest factor.

Mr. Alger commented it is a benefit very much like the retirement benefit. You look at the anticipated pay out through the future. You should anticipate that and budget something toward that expected increase. Discussion followed.

Mr. Lipman commented your costs per day have decreased. Mr. Swackhamer asked what is the cost versus the income per day per bed? Mr. Lipman replied you are losing about $34.00 per day.

**MOTION: ACCEPTING UHY'S 2006 HEALTH CARE FACILITY AUDIT REPORT MADE BY MR. STACHNIK. SECOINDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

IV. DEPARTMENTAL REPORTS/REQUESTS

A. Special Children’s Services

1. Contracts – Mrs. Brutsman requested authorization to enter into a contract with Andrea Waight for Occupational Therapy for Preschool and when approved by the State, for Occupational Therapy for Early Intervention. The rate for preschool is $65.00 per session up to one hour. The rate for Early Intervention is $70.00 up to 59 minutes and $98.00 after that. Mrs. Brustman commented the rate for Early Intervention includes the 3 percent retroactive to April 2006.

**MOTION: AUTHORIZING SPECIAL CHILDREN’S SERVICES TO ENTER INTO A CONTRACT WITH ANDREA WAIGHT FOR OCCUPATIONAL THERAPY FOR PRESCHOOL AND WHEN APPROVED BY THE STATE, FOR EARLY INTERVENTION MADE BY MR. STACHNIK. SECOINDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

B. Public Health & Nursing Services

1. Contracts – Mrs. Fuerst requested authorization to enter into contracts with St. James Mercy Hospital for Speech Therapy at a rate of $60.00 per visit and Morrison Therapeutic Services for Occupational Therapy at a rate of $60.00 per visit.

**MOTION: AUTHORIZING PUBLIC HEALTH & NURSING SERVICES TO ENTER INTO CONTRACTS WITH ST. JAMES MERCY HOSPITAL FOR SPEECH THERAPY AT A RATE OF $60.00 PER VISIT AND MORRISON THERAPEUTIC SERVICES FOR OCCUPATIONAL THERAPY AT A RATE OF $60.00 PER VISIT MADE BY MR. SWACKHAMER. SECOINDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 3-0.**

C. Office of Community Services

1. Budget Transfer – Ms. Fisher informed the committee that they have received notification from the NYS Office of Alcohol and Substance Abuse Services that they have received an additional $13,896.00 in COLA. She requested authorization to accept that additional funding and to amend their current contracts with Hornell Concern for Youth, Family Service Society, Catholic Charities, Kinship and DePaul to reflect this increase.
MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO ACCEPT AND APPROPRIATE AN ADDITIONAL $13,896.00 IN COLA FUNDING FROM THE NYS OFFICE OF ALCOHOLISM AND SUBSTANCE ABUSE SERVICES TO THE FOLLOWING CONTRACT LINE ITEMS AND AMEND THOSE CONTRACTS TO REFLECT THE INCREASE: 432200.5.440160 HORNELL CONCERN FOR YOUTH ($1,643.00), 432200.5.440080 FAMILY SERVICE SOCIETY ($1,048.00), 432200.5.440460 CATHOLIC CHARITIES – COUNCIL ($3,866.00), 432200.5.440480 KINSHIP ($5,942.00) AND 432200.5.440650 DEPAUL DETOX ($1,397.00) MADE BY MR. SWACKHAMER. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

2. Contracts – Ms. Fisher requested authorization to extend their contract with Cayuga Addiction Services for the STEP/Road to Recovery Program. Once a client goes through treatment at the clinic, they then go to Cayuga Addiction Services. The contract is capped at $27,300 for the year.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO EXTEND THEIR CONTRACT WITH CAYUGA ADDICTION SERVICES FOR THE STEP/Road TO RECOVERY PROGRAM MADE BY MR. SWACKHAMER. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Ms. Fisher stated as a follow-up to a client’s completion of the STEP/Road to Recovery Program at Cayuga Addiction services, they would then go to the Kinship Halfway House. The NYS Office of Alcohol and Substance Abuse Services has insisted we do a separate contract with Kinship for this program. The amount of the contract for 2007 is $500 per admission and $500 per month, or $25,000 for the year. She requested authorization to enter into a new contract with Kinship for this purpose.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO ENTER INTO A NEW CONTRACT WITH KINSHIP TO PROVIDE HALFWAY HOUSE SERVICES TO CLIENTS THAT HAVE COMPLETED THE STEP/Road TO RECOVERY PROGRAM AT CAYUGA ADDICTION SERVICES AT A RATE OF $25,000 FOR 2007 MADE BY MR. SWACKHAMER. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

D. Health Care Facility

1. Occupancy Report – Mr. McCarroll reviewed the occupancy report with the committee. During the month of July the occupancy was at 94.72 percent.

2. CFO Update – Mr. McCarroll informed the committee that they have conducted interviews and selected an individual. They are looking at a starting date of August 20, 2007. This individual is someone who has worked in a nursing home previously and has a Bachelor’s Degree.

Mr. Nichols commented we need to tune up the aging accounts. Mr. McCarroll stated the intake worker was doing double duty as a Social Worker, so we have fallen behind. We have hired a Social Worker and now the intake person is shifting back into the intakes and is paying more detailed attention. Our objective is to decrease the number of days our accounts are outstanding.

3. Contract – Mr. McCarroll informed the committee that the contract with Omni-Care expired September 17, 2006. He is working with Mr. Gleason to put together an RFP. He requested authorization to extend the contract with Omni-Care from September 17, 2006 until they award the RFP.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO EXTEND THE CONTRACT WITH OMNICARE FROM SEPTEMBER 17, 2006 UNTIL THEY AWARD THE RFP FOR DRUG SERVICES MADE BY MR. SWACKHAMER. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

4. Project Update – Mr. Alger distributed the monthly project report for the committee’s review.

Mr. Alger stated as a result of us retaining the services of Russell Phillips to look at our evaluation and plans and with input from the NYS Department of Health, we are getting cost estimates for a couple of additional smoke doors along a corridor to improve our evacuation. This is not required in the building code. He recommended...
that the committee does this for ease of operation and, in the future there would be no issue with the Department of Health.

Mr. Norton commented everything is going nicely and we are now waiting for the air handler units. We received a temporary 500 kw transfer from Bath Electric and now have the power that we need to run everything we need to the facility. Mr. Alger explained the new transformers for all of the facilities are here, but Bath Electric needs to upgrade the lines. It looks like it will be the middle of September before that project is complete. We expect to save at least one or two of the transformers that we are switching out and Bath Electric has agreed to store them for us. We have three other transformers downtown that we are saving for future use, if needed.

Mr. Norton informed the committee that the therapy tub is in place and the contractors will come back at a later date to do the final fit of the entire unit.

Mr. Alger commented it is a credit to both SWBR and Pike to coordinate all of the trades and keep the project moving well.

5. **Furniture/Fixtures Bid** – Mr. Lyons distributed the furniture bid analysis. They received five bids ranging in price from $180,000 to $585,000. Two companies bid on the complete package. We had a furniture budget of $508,801 prior to the bidding. They recommend awarding the bid to Meadows Office Furniture for $459,230.

**MOTION:** AWARDING THE FURNITURE BID FOR THE HEALTH CARE FACILITY TO MEADOWS OFFICE FURNITURE FOR $459,230 MADE BY MR. STACHNIK. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Mr. Swackhamer asked what is the timeline for completion of the project? Mr. Norton replied we have to be finished with construction by the end of December.

Mr. Lyons commented the purchase order for the beds came in $18,000 lower than budgeted.

E. **Personnel**

1. **Tuition Aid Requests** – Mrs. Smith informed the committee they received a Tuition Aid Request for Diane McAllister, Department of Social Services. She is taking one class entitled “Mental Health and Disability Social Work” to earn a Masters Degree in Social Work. Mrs. Smith recommended approval of this request.

**MOTION:** APPROVING THE TUITION AID REQUEST FOR DIANE McALLISTER, DEPARTMENT OF SOCIAL SERVICES, TO TAKE ONE COURSE ENTITLED “MENTAL HEALTH AND DISABILITY SOCIAL WORK” MADE BY MR. SWACKHAMER. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Mrs. Smith informed the committee they received a Tuition Aid Request for Muriel Brown, Health Care Facility. She is taking four courses entitled “Clinical Decision Making and the Elderly,” “Theoretical Perspectives,” “Introduction to Gerontological Nurse Practitioner Roles (Practicum),” and “Introduction to Gerontological Nurse Practitioner Roles” to earn a Master’s Degree in Nursing as a Gerontological Nurse Practitioner. Mrs. Smith recommended approval of this request.

**MOTION:** APPROVING THE TUITION AID REQUEST FOR MURIEL BROWN, HEALTH CARE FACILITY, TO TAKE THE FOLLOWING COURSES ENTITLED “CLINICAL DECISION MAKING AND THE ELDERLY,” “THEORETICAL PERSPECTIVES,” “INTRODUCTION TO GERONTOLOGICAL NURSE PRACTITIONER ROLES (PRACTICUM),” AND “INTRODUCTION TO GERONTOLOGICAL NURSE PRACTITIONER ROLES” MADE BY MR. STACHNIK. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

2. **16B Requests – Office of Community Services** – Mrs. Smith informed the committee they are requesting three Staff Social Work positions and one Account Clerk-Typist position for the program that they
have in the schools. The money goes through the Department of Social Services and there is no local County cost.

MOTION: APPROVING THE 16B REQUESTS FOR THE OFFICE OF COMMUNITY SERVICES FOR THREE STAFF SOCIAL WORK POSITIONS AND ONE ACCOUNT CLERK-TYPIST POSITION FOR THE SCHOOL PROGRAMS WITH NO LOCAL COUNTY COST AND FORWARDING THIS REQUEST TO THE ADMINISTRATION AND FINANCE COMMITTEES FOR THEIR REVIEW AND APPROVAL MADE BY MR. STACHNIK, SECONDED BY MR. SWACKHAMER, ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS’ LAW, ARTICLE 7§ 105.1.F. THE MEDICAL, FINANCIAL, CREDIT OR EMPLOYMENT HISTORY OF A PARTICULAR PERSON OR CORPORATION, OR MATTERS LEADING TO THE APPOINTMENT, EMPLOYMENT, PROMOTION, DEMOTION, DISCIPLINE, SUSPENSION, DISMISSAL OR REMOVAL OF A PARTICULAR PERSON OR CORPORATION MADE BY MR. STACHNIK, SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION: DIRECTING THE PAYMENT OF $3,900 IN TUITION AID REIMBURSEMENT TO JOEL VAN SLYKE, REHABILITATION DIRECTOR FOR THE HEALTH CARE FACILITY FOR 26 OF THE 30 COLLEGE CREDITS THAT HE SUBMITTED TO THE PERSONNEL OFFICE FOR REIMBURSEMENT MADE BY MR. STACHNIK, SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. SWACKHAMER, SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION: TO ADJOURN MADE BY MR. STACHNIK. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

NEXT MEETING SCHEDULED FOR
Wednesday, September 5, 2007 @ 9:00 a.m.

Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON on Wednesday, August 29, 2007.
I. CALL TO ORDER

Mr. Isaman called the meeting to order at 9:00 a.m. and lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE AUGUST 1, 2007 MEETING MADE BY MR. NICHOLS, SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0. (MR. STACHNIK ABSENT FOR VOTE)

III. DEPARTMENTAL REPORTS/REQUESTS

A. Public Health & Nursing Services
   1. Introduction – Ms. Congdon introduced the Assistant Director of Public Health & Nursing Services, Marilyn Peoples.

   2. Reclassification – Ms. Congdon requested authorization to reclassify a Principal Clerk, Grade VIII to a Senior Account Clerk-Typist, Grade X. She explained the individual in the Grade VIII recently retired and they would like that position to perform more financial functions.

MOTION: APPROVING THE RECLASSIFICATION OF A PRINCIPAL CLERK, GRADE VIII POSITION TO A SENIOR ACCOUNT CLERK-TYPIST, GRADE X POSITION IN PUBLIC HEALTH & NURSING SERVICES MADE BY MR. STACHNIK, SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

B. Special Children’s Services
   1. Contracts – Mrs. Brutsman requested authorization to enter into contracts with Charlene Oyer, Speech-Language Pathologist and Teacher of Speech and Language Disabilities for Preschool and with Maria Benzoni, Special Education Teacher and Social Worker for Preschool and Early Intervention.
MOTION: AUTHORIZING SPECIAL CHILDREN’S SERVICES TO ENTER INTO CONTRACTS WITH CHARLENE OYER, SPEECH-LANGUAGE PATHOLOGIST AND TEACHER OF SPEECH AND LANGUAGE DISABILITIES FOR PRESCHOOL AND MARIA BENZONI, SPECIAL EDUCATION TEACHER AND SOCIAL WORKER FOR PRESCHOOL AND SPECIAL EDUCATION MADE BY MR. SWACKHAMER. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. Transportation
   a. Birnie Transport Service, Inc. – Mrs. Brutsman requested authorization to amend their contract to include a Pathways, Inc. site at the Erwin Day Care Center at the same rate as the Frank Pierce site of $38.00 per child per day.

MOTION: AUTHORIZING SPECIAL CHILDREN’S SERVICES TO AMEND THEIR CONTRACT WITH BIRNIE TRANSPORT SERVICE, INC. TO INCLUDE A PATHWAYS, INC. SITE AT THE ERWIN DAY CARE CENTER AT A RATE OF $38.00 PER CHILD PER DAY MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

   b. A & E Transport Services, Inc. – Mrs. Brutsman requested authorization to amend their contract to include an afternoon run from the Naples School District to Finger Lakes UCP Happiness House in Canandaigua at $170.00 per child per day. Discussion followed.

MOTION: AUTHORIZING SPECIAL CHILDREN’S SERVICES TO AMEND THEIR CONTRACT WITH A & E TRANSPORT SERVICES, INC. TO INCLUDE AN AFTERNOON RUN FROM THE NAPLES SCHOOL DISTRICT TO FINGER LAKES UCP HAPPINESS HOUSE IN CANANDAIGUA AT $170.00 PER CHILD PER DAY MADE BY MR. STACHNIK. SECONDED BY MR. RYAN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. Preschool Reconciliation Rates – Mrs. Brutsman informed the committee that the rates came all at once this year. All of our center-based tuition rates set by the State were adjusted this year to cover 2001-2002, 2002-2003, 2003-2004, 2004-2005 and 2006-2007. Some of the rates doubled. Right now the estimated shortfall will be $400,000 with around $240,000 reimbursement which will leave a County cost of $160,000. Also included in that rate is the $130,000 for the new program at the Erwin Day Care Center.

Mr. Isaman asked what is the cost per month? Mrs. Brutsman replied it is a ten-month program. The rate is around $25,000 per child and there are twelve children.

Mr. Nichols asked why do we have a program in Erwin? Mrs. Brutsman replied Pathways, the Corning School District and the Erwin Day Care decided that there were enough children to warrant opening a new classroom. Mr. Alger commented this is not a discretionary program. If they decide there are enough children and open a classroom, then we pay. These rates go back to 2001. The rate reconciliation for 2001-2002 is for expenses that we already paid for and now they are doubling the rate for 2001.

Mr. Ahrens commented the State won’t let us enter into contracts five years out, and the State Comptroller has stated that we should not be entering into contracts for more than a year, sometimes three years. This is a State agency reaching back six years for payment.

Mr. Nichols asked have you complained to Assemblyman Bacalles and Senator Winner? Mrs. Brutsman replied the State set up a preschool task force. They have been meeting all last month and then they were going to have a big meeting about this. One thing that may come of that is the rates. Mr. Alger commented you could adopt a resolution requesting legislation prohibiting them going back more than a fixed time period; one or two years.

Mr. Stachnik stated we can’t be the only county in New York that is subject to this. Mr. Alger replied Clinton County owed $1.2 million. Mr. Nichols commented that he would like to have the Law Department put something together.
Mr. Ryan asked what happens if we don’t pay? Mr. Nichols replied we operate at the mercy of the State.

Mr. Alger commented we will also send this resolution to InterCounty for their action. Mrs. Brutsman commented that she would like to see the State take this away from the counties and give it to the school districts. Mr. Alger stated the fastest growing programs you have are Preschool and Early Intervention. They increase at a rate of 30 – 50 percent every year. Discussion followed.

**MOTION: REQUESTING THE GOVERNOR AND THE LEGISLATURE OF THE STATE OF NEW YORK TO PROHIBIT THE STATE FROM GOING BACK MORE THAN TWO YEARS IN THE RECONCILIATION OF PRESCHOOL RATES MADE BY MR. NICHOLS. SECONDED BY MR. RYAN. ALL BEING IN FAVOR.**

**MOTION CARRIES 5-0. Resolution Required.**

C. Office of Community Services

1. **Reclassification** – Dr. Chapman requested authorization to reclassify two Grade XIII CASAC positions to two Grade XIV Senior CASAC positions. He commented the difference in pay is approximately $940.00 per year per position. Mrs. Gutierrez explained, because of the shortage of CASACs, we have to hire more trainees and they require supervision by a Senior CASAC. With the trainees, it also entails having the supervisor sign all paperwork that is generated by the trainees to make sure that we are covered. We have volumes of paperwork that is generated for treatment. Also, our program is serving the drug courts and that requires more intensive involvement by a Senior position. Mrs. Gutierrez commented that she also believes it would serve as an incentive to retain employees.

Mrs. Gutierrez stated in addition, the State is requiring us to separate our Hornell office from the Bath office because the number of units of service in Hornell is higher than the State permits. When we do that, we will need to have a Senior CASAC in each office.

Mr. Isaman asked how many CASAC’s do you currently have? Mrs. Gutierrez replied we have two in Hornell, five in Bath and none in Corning.

Mr. Ryan asked do you have a high turnover? Mrs. Gutierrez replied we are fairly stable, but there was quite a bit of turnover in the past couple of years. Mr. Ryan asked as a Senior CASAC would they be doing anything different from what they normally do? Mrs. Gutierrez replied they would be supervising trainees. A CASAC position is not a supervisory position. We need additional supervisors because of the intensive type of supervision that is required for the trainees that we have.

Mr. Swackhamer asked do you think that a difference of $940.00 is going to keep people? Mrs. Gutierrez replied no. Part of it is the recognition that they are doing more work. Mr. Swackhamer stated he doesn’t accept that it will help increase staff retention. Dr. Chapman explained we are doing this from more of the regulatory end as the State Office of Alcoholism and Substance Abuse is requesting us to split our Bath and Hornell offices.

Mr. Nichols commented a similar request was brought to the Public Works Committee and we turned it down. What is the difference? Mr. Biehl replied this is a different position. In Public Works, they wanted to upgrade the position. The positions we are discussing today will be doing a different job and the position has already been tested.

Mr. Alger stated at the top end of the grade, there is a $1,300 difference between a Grade XIII, Step 5 to a Grade XIV Step 5. That equals little more than $900.

Mr. Biehl explained alcoholism counselors don’t supervise anyone but their clients. A Senior Alcoholism Counselor supervises employees. Mr. Alger stated this reclassification will need to go to the Administration Committee and the Legislature.
MOTION:  APPROVING THE RECLASSIFICATION OF TWO CASAC, GRADE XIII POSITIONS TO TWO
SENIOR CASAC, GRADE XIV POSITIONS IN THE OFFICE OF COMMUNITY SERVICES MADE BY MR.
STACHNIK.  SECONDED BY MR. RYAN.  ALL BEING IN FAVOR.  MOTION CARRIES 5-0.

2.  Budget Transfer – Dr. Chapman informed the committee that they have received an additional
$118,00 from OASAS and he requested authorization to appropriate that revenue to their contract with Catholic
 Charities.

MOTION:  AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO ACCEPT $118.00 IN
ADDITIONAL FUNDING FROM OASAS AND APPROPRIATING IT TO THE CONTRACT LINE ITEM FOR
CATHOLIC CHARITIES AND AMENDING CONTRACT MADE BY MR. SWACKHAMER.  SECONDED BY
MR. STACHNIK.  ALL BEING IN FAVOR.  MOTION CARRIES 5-0.

3.  Contract Renewal
   a.  Prattsburgh School District – Dr. Chapman requested authorization to renew
their contract with the Prattsburgh School District.  They have a Social Worker who works in the school.
The school pays $27,696 over a ten-month period and our employee is also able to bill for services and
that covers the expense.  There is no change to the contract language.

MOTION:  AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO RENEW THEIR CONTRACT
WITH THE PRATTSBURGH SCHOOL DISTRICT MADE BY MR. NICHOLS.  SECONDED BY MR.
STACHNIK.  ALL BEING IN FAVOR.  MOTION CARRIES 5-0.

   b.  SCAP – Dr. Chapman requested authorization to renew their contract with SCAP
to provide housing to individuals with mental illness.  The State sends money through our agency and we
provide oversight to the program.  The amount is $59,508 for the remainder of 2007 and $119,016 for
2008.

MOTION:  AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO RENEW THEIR CONTRACT
WITH SCAP TO PROVIDE HOUSING FOR INDIVIDUALS WITH MENTAL ILLNESS AT A RATE OF
$59,508 FOR THE REMAINDER OF 2007 AND $119,016 FOR 2008 MADE BY MR. SWACKHAMER.
SECONDED BY MR. STACHNIK.  ALL BEING IN FAVOR.  MOTION CARRIES 5-0.

4.  Case Managers – Dr. Chapman informed the committee that they receive WRAP funding for
supported case managers.  The State allots money to our department which our case managers use for their clients
purchase food, clothing, emergency heating, etc.  We have four supportive case managers and each receive
$225.00 per month to use.  We would like to increase that amount to $500.00 per month for each supportive case
manager.

Dr. Chapman explained, this program is fairly new and has been up and running for the past couple of years.  We
have found that in most instances our case managers do not have enough money in their accounts to use for the
clients.  The process is that the case managers turn their receipts into the County Treasurer and there is about a
two-week turnaround time before they are reimbursed.  If we could give them $500.00 per month, most likely 99
percent of the time that would take them through the client expenses for the month.  When the case managers
reach their $225.00 limit, the client may go without something or staff, on occasion use their own money and we
reimburse them.  By increasing the monthly amount, we are hoping to prevent staff from using their own money.

Mr. Swackhamer commented we have had to adjust this in the past.

Mr. Ryan asked is this used for senior citizens?  Dr. Chapman replied this is used for people of all ages; children
and adults.  These individuals are seen through the clinic and in addition they also have a case manager that helps
them with things outside of counseling at home and in the community.  These clients are very needy and without
the extra support, they may end up needing to be hospitalized. We are trying to prevent that from happening.
Mr. Swackhamer stated the case managers work with the clients on budgets, food preparation, etc. They try to train them to be on their own and manage money. From what he has seen in the past, the case managers are very protective of the money they receive.

Mrs. Whitehead commented we are going to weekly issuance of checks so that we can turn the reimbursement around quicker. Mr. Nichols asked if the Treasurer’s Office is making the turnaround time quicker, do you still need the money? Dr. Chapman replied it is his understanding that Dr. Anderson would still like to have that amount increased.

**MOTION:** INCREASING THE PETTY CASH ALLOWANCE FOR THE FOUR SUPPORTIVE CASE MANAGERS FROM $225.00 MONTHLY PER CASE MANAGER TO $500.00 MONTHLY PER CASE MANAGER TO BE USED FOR CLIENT EXPENSES MADE BY MR. SWACKHAMER. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 5-0. Resolution Required.

D. Health Care Facility

1. **Occupancy Report** – Mr. McCarroll distributed the occupancy report for review. He commented that they are at 96.07 percent. We have formed a task force to see how we are going about our admissions process. Mr. Stachnik asked what is your case mix? Mr. McCarroll replied we are at 1.2 which for reimbursement purposes is fairly good.

2. **Speech Therapists** – Mr. McCarroll requested authorization to enter into contracts with Dawn Sharpe and Starr Bennett retroactive to August 31, 2007. Their rate is per diem at $50.00 per hour, however he has included an additional stipend of $50.00 per hour for Dawn Sharpe for driving in if she has less than three cases.

**MOTION:** AUTHORIZING THE HEALTH CARE FACILITY TO ENTER INTO CONTRACTS WITH DAWN SHARPE AND STARR BENNETT, SPEECH PATHOLOGIST AT A RATE OF $50.00 PER HOUR WITH DAWN SHARPE RECEIVING A STIPEND OF $50.00 PER HOUR FOR DRIVING IN IF SHE HAS LESS THAN THREE CASES MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

3. **Climate Engineering** – Mr. McCarroll informed the committee that Climate Engineering is undergoing a corporate name change only to Mechanical Trades. The rest of the contract will remain the same.

**MOTION:** AMENDING THE CONTRACT WITH CLIMATE ENGINEERING TO REFLECT THE CORPORATE NAME CHANGE TO MECHANICAL TRADES WITH ALL OTHER TERMS AND CONDITIONS OF THE CONTRACT REMAINING THE SAME MADE BY MR. SWACKHAMER. SECONDED BY MR. RYAN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

4. **Chief Fiscal Officer** – Mr. McCarroll informed the committee that they have hired Stacy Lee as their new Chief Fiscal Officer. She started at the end of August.

5. **Project Update** – Mr. Alger distributed the monthly progress report for the committee’s review. He commented the project is moving right along and they are finishing the brick in the interior courtyard. He is very impressed with how Pike is pushing this job. Mr. Isaman commented that there has been surprisingly little conflict between the contractors. They have done a great job. Mr. Alger stated we will be scheduling another tour in a month or two and you will be amazed at the progress. They will be done with the project by the end of the year. That will give us an opportunity to plan the transition and pick the best time to do it.

Mr. Alger stated that while going through the facility last week, the interesting thing about the facility that makes it unique is that it has some really interesting views. With being multi-level you have two different floors on the middle floor. The rooms are really interesting.
Mr. Nichols asked, if down the road we decide to build an additional on, where would we do that? Mr. Alger replied that would be built into the back wing of the current facility.

Mr. McCarroll commented one interesting feature of the facility is that every semi-private room has a dividing wall with the feel of a private room and each side has a window. Mr. Alger stated these are very nice sized rooms and as Mr. McCarroll described the semi-private rooms are almost private and the only area that is shared is the restroom.

Mr. Alger commented we do not yet have a final resolution on the steel, but we expect that we will have a change order for you to approve.

**MOTION: TO ADJOURN MADE BY MR. NICHOLS. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.**

Respectfully Submitted by:

Amanda L. Chapman  
Senior Stenographer  
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR**  
Wednesday, October 3, 2007 @ 9:00 a.m.

Please send agenda items to the Clerk of the Legislature's Office  
NO LATER THAN NOON on Wednesday, September 26, 2007.
I. CALL TO ORDER

Mr. Isaman called the meeting to order at 9:00 a.m. He asked Mr. Ryan to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE SEPTEMBER 5, 2007 MEETING MADE BY MR. RYAN, SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. PRESENTATION

A. Health Care Reform – Mr. Ostrander stated he is here today to talk about Senate Bill S3107 which was first initiated by Tompkins County. This bill is to amend the Public Health Law to establish a comprehensive system of universal access to health insurance by all residents of New York State. Two individuals, Rebecca Lgelgie and Bernie Fetterly, have walked from Kingston, ON to Watkins Glen and to Jamestown to promote this amendment. He is asking that the Legislature entertain the idea of seeing them and listening to them.

Mr. Ostrander summarized the following key points; this health plan would in fact lower property taxes and the State would save money in general with regard to administrative costs. This would eliminate the motivation for cost shifting and would allow for global budgeting thereby as example, not having the need for the Office of the Aging to have to counsel individuals regarding Medicare D. There would be no need for Long-Term Care Insurance. Entrepreneurs would be encouraged to start new businesses without having to worry about providing health care. Contrary to what you may be hearing, this is not socialized medicine. In this case the government becomes the conduit for running the program. They would not control it or hire doctors and the care would remain private. Mr. Ostrander commented that his understanding is basically that they are saying take what is Medicare and make it available for everyone.

Mr. Ostrander stated his concern is the cost for health insurance is becoming prohibitive and there are too many families and children without health insurance.

Mr. Isaman thanked Mr. Ostrander for his presentation.
Secretary’s Note: Mr. Ostrander will ask Rebecca Lgelgie and Bernie Fetterly to contact Mr. Isaman to set up a date to come in and give a presentation regarding the proposed amendment to Public Health Law to establish a comprehensive system of universal access to health insurance by all residents of New York State.

IV. DEPARTMENTAL REPORTS/REQUESTS
A. Public Health & Nursing Services
   1. Contract – Mrs. Fuerst requested authorization to amend their contract with Jack Venesky to include the provision of a cost report audit for their clinics as required by the Department of Health. The cost to perform this audit is 100 percent reimbursed by the State. Mrs. Fuerst explained once they complete this report then they will be able to establish rates for clinical services.

   MOTION: AMENDING THE PUBLIC HEALTH AND NURSING SERVICES CONTRACT WITH JACK VENESKY TO INCLUDE THE AUDITING OF 2006 MEDICAID DIAGNOSTIC AND TREATMENT CENTER COST REPORT AS REQUIRED BY THE DEPARTMENT OF STATE MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

   2. Flu Vaccine – Mrs. Fuerst informed the committee that they have more flu vaccine than they have ever had and it is on time.

B. Special Children’s Services
   1. Contracts – Mrs. Brutsman requested authorization to enter into contracts with Kerry Whaley and Debra Ulbright, Speech Pathologists for Preschool and Early Intervention.

   MOTION: AUTHORIZING SPECIAL CHILDREN’S SERVICES TO ENTER INTO CONTRACTS WITH KERRY WHALEY AND DEBRA ULBRIGHT, SPEECH PATHOLOGISTS FOR PRESCHOOL AND EARLY INTERVENTION MADE BY MR. SWACKHAMER. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

   Mr. Ryan asked are you still having a problem getting enough Speech Pathologists? Mrs. Brutsman replied we have contracted with four or five individuals on a part-time basis and they are currently able to meet our needs.

   2. Resolution – Mr. Alger distributed copies of a NYSAC resolution entitled “Supporting the Removal of Counties from the 4410 Preschool Special Education Committee”. He explained this resolution is calling for the removal or capping of county participation in this preschool program beginning with a takeover in 2013 of the administrative section. The capping is to take place in the upcoming fiscal year and the administrative portion will gradually be transferred from the counties to the State. This resolution is the result of the Task Force the Governor organized and this has had fairly universal support. Mr. Alger recommended that this resolution be forwarded to the Full Board for consideration and approval. This is NYSAC’s number one priority.

   Mrs. Brutsman distributed a report on three of their programs and their changing rates. Mr. Alger commented we budget based on past experience. Discussion followed.

   MOTION: SUPPORTING THE REMOVAL OF COUNTIES FROM THE 4410 PRESCHOOL SPECIAL EDUCATION PROGRAM MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

C. Office of Community Services
   1. Medicaid Audit – Dr. Anderson informed the committee that the Medicaid Auditors recently audited the department. They looked at Medicaid revenues over a two-year period which was well over $6 million and determined that we need to pay back $68,996.00. That’s not all that bad. This is approximately half of what our last payment to them was about ten years ago. The pay back is based on three times the amount of billing and two times the amount of claims. This does show the progress that we are making. By the time we
have our next audit, we will have the electronic billing and then we cannot bill unless the progress note is in place. This will eliminate casual errors.

Mr. Ryan asked was the billing process what the auditors were looking at? Dr. Anderson replied when anyone bills Medicaid, they will be audited at some point. The intent of the audit is to look for fraud, but they also pick up on honest mistakes. He commented that Mr. Alger has signed an agreement with the Office of the Medicaid Inspector General regarding compliance and the policies and procedures we follow with regard to Medicaid.

2. **Budget Transfer** – Dr. Anderson requested authorization to accept $43,602.00 in revenue from the Department of Social Services for the Hornell school project and to appropriate to various accounts. There is no county cost. He commented that they are still talking about the line item for computers because the school district will cover that cost.

**MOTION:** AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO ACCEPT REVENUE IN THE AMOUNT OF $43,602.00 FROM THE DEPARTMENT OF SOCIAL SERVICES FOR THE HORNELL SCHOOL PROJECT AND APPROPRIATING $33,602.00 TO THE FOLLOWING ACCOUNTS: 433800.5.1100000 SALARIES ($21,138.00), 433800.5.402240 CELL PHONES ($300.00), 433800.5.406000 OFFICE SUPPLIES ($500.00), 433800.5.438200 CLIENT EXPENSE ($200.00), 433800.5.471000 MILEAGE ($2,100.00), 433800.5.810000 RETIREMENT ($2,325.00), 433800.5.830000 SOCIAL SECURITY ($1,617.00), 433800.5.840000 WORKERS COMP ($422.00) AND 433800.5.860000 HEALTH INSURANCE ($5,000.00) MADE BY MR. RYAN. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Dr. Anderson requested authorization to accept additional stipend funds from the Office of Mental Health in the amount of $655.00 and to appropriate that to their SCAP Housing contract. Mr. Ryan asked what is forensic housing? Dr. Anderson replied this is housing for individuals that have been in Jail, are on probation or have other legal issues.

**MOTION:** AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO ACCEPT ADDITIONAL STIPEND FUNDS IN THE AMOUNT OF $655.00 FROM THE OFFICE OF MENTAL HEALTH AND TO APPROPRIATE THAT FUNDING INTO LINE ITEM 432200.5.440403 SCAP FORENSIC HOUSING AND AMENDING THE CONTRACT TO REFLECT THIS INCREASE MADE BY MR. SWACKHAMER. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

3. **Shelter Plus Care Grant** – Dr. Anderson requested authorization to accept $168,384.00 in pass through funding from HUD for SCAP.

**MOTION:** AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO ACCEPT $168,384.00 IN PASS-THROUGH FUNDING FROM HUD AND APPROPRIATING TO THEIR CONTRACT WITH SCAP MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

D. **Health Care Facility**

1. **Occupancy Report** – Mr. McCarroll distributed and reviewed the occupancy report with the committee. Occupancy is at 96.92 percent.

2. **Contract Renewal** – Mr. McCarroll requested authorization to renew their contract with ADL Data Systems on the same terms and conditions.

**MOTION:** AUTHORIZING THE HEALTH CARE FACILITY TO RENEW THEIR CONTRACT WITH ADL DATA SYSTEMS ON THE SAME TERMS AND CONDITIONS MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

3. **Physical Therapy Assistant** – Mr. McCarroll informed the committee that their Physical Therapy Assistant recently left and they have been looking for a replacement. There are only four registered
Physical Therapy Assistants in Steuben County. He requested authorization to enter into a contract with Physical Therapy Assistant Angela Adams O'Neal on the same terms and conditions of the previous contractor.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO ENTER INTO A CONTRACT WITH PHYSICAL THERAPY ASSISTANT ANGELA ADAMS O'NEAL MADE BY MR. SWACKHAMER. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

4. Out-Patient Rehabilitation Service Proposal – Mr. McCarroll stated that he would like to examine how we can best serve our out-patient rehabilitation clients in the new facility. He spoke with John Kropsky, who spoke to the Department of Health and they said that in order to expand services to include out-patients, we would need to submit an administrative Certificate of Need (CON) and there would be a $2,000 application fee. The preliminary response from the Department of Health is they view this as a simple matter to give approval to us to provide out-patient services via a letter. Our rehabilitation program would provide follow-up with patients from the facility and we would also be open to the public and would seek new referrals. Mr. McCarroll commented that he sees this program as expanding gradually and we would start with our current staff. Our facilities in the current building are acceptable for this purpose, but it will be more ideal in the new facility. Mr. McCarroll requested authorization to submit a letter to the Department of Health requesting approval to provide outpatient rehabilitation services.

MOTION: AUTHORIZING THE ADMINISTRATOR OF THE HEALTH CARE FACILITY TO SEND A LETTER TO THE NYS DEPARTMENT OF HEALTH REQUESTING APPROVAL TO PROVIDE OUTPATIENT REHABILITATION SERVICES MADE BY MR. STACHNIK. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

5. Marketing Opening of New Facility – Mr. McCarroll commented typically the effort of marketing the opening of a new facility does well for awhile. He has located a gentleman, Luke Fannon, who works with nursing homes and retirement communities with regard to their marketing needs. We currently do a lot of local marketing for our facility. He requested authorization to enter into a contract with Mr. Fannon to provide marketing services for three months at a cost of $8,200.00. Mr. Gleason commented that this can be done without a Request for Proposal.

Mr. Ryan asked what is involved in marketing? Mr. McCarroll explained they work on referral openings. The facility is introduced to area physicians. He would like to look at having another name for the out-patient rehabilitation, such as “The Mt. Washington Rehabilitation Facility”. This is just an example. We would teach skills to the staff with regard to maximizing referrals. He can see the facility getting to a point where we would have a waiting list. We would also focus attention on attracting more Medicaid patients.

MOTION: AUTHORIZING THE ADMINISTRATOR OF THE HEALTH CARE FACILITY TO ENTER INTO A CONTRACT WITH LUKE FANNON OF PREMIER COACHING AND TRAINING, INC. TO PROVIDE CONSULTANT SERVICES FOR THE MARKETING OF THE NEW HEALTH CARE FACILITY AT A RATE OF $8,200.00 FOR THREE MONTHS MADE BY MR. NICHOLS. SECONDED BY MR. RYAN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

6. Project Update – Mr. Alger distributed and reviewed the monthly progress report with the committee. He commented that with regard to change orders we have done very well. Mr. Norton stated they added double doors in the corridors of the nursing wings at the recommendation of the evacuation planning consultants. This will save you in that you will only need to move 20 people in the event of a fire, rather than 40 at any given time. Mr. Alger explained we added the fire doors to comply with code. It really does cut down on the amount of movement you would have. This was not mandatory, but we did it as it was a fire safety issue.

Mr. Norton informed the committee the masons are finishing up and the fence will be coming down and they are cleaning up the side facing Rumsey Street to get ready for sidewalks and curbs. Then they will bring in topsoil and the landscaping work will begin. We will do a top on the paved areas as they will need to be done by the first
Mr. Alger stated when they are done paving, we will close those areas off so that it will not be used by the contractors.

Mr. Norton stated with regard to the inside of the building, the flooring is going down and the kitchen equipment is going in. He commented that they may want to schedule another tour. We have taken administrative and staff tours. Mr. Isaman stated we will schedule that following the November Legislative Meeting.

Mr. Norton informed the committee that the electric conversion is scheduled for October 15th. We have a dual voltage transformer that we borrowed from Bath Electric & Gas. We will run the generator for a couple of hours while they shut everything down and bring it back up. Mr. Nichols commented that he appreciates the fact that we have not had a lot of change orders.

7. **Window Treatments** – Mr. Alger informed the committee that they received the bids for the window treatments. He recommends awarding the bid to the low bidder, Drapery Industries for $62,572.00. We had budgeted $78,000.00 for this.

**MOTION:** AWARDING THE BID FOR THE WINDOW TREATMENTS AT THE NEW HEALTH CARE FACILITY TO THE LOW BIDDER, DRAPERY INDUSTRIES FOR $62,572.00 MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

E. Personnel
   1. **Tuition Aid Request** – Mrs. Smith presented a tuition aid request for County Treasurer, Carol Whitehead to take a course entitled “Complex Public Organizations” in pursuit of her doctorate in Business Administration. She recommended approval.

**MOTION:** APPROVING THE TUITION AID REQUEST FOR CAROL WHITEHEAD, COUNTY TREASURER TO TAKE A COURSE ENTITLED “COMPLEX PUBLIC ORGANIZATIONS” MADE BY MR. STACHNIK. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

**MOTION:** TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS’ LAW, ARTICLE 7§ 105.1.H. THE PROPOSED ACQUISITION, SALE OR LEASE OF REAL PROPERTY OR THE PROPOSED ACQUISITION OF SECURITIES, OR SALE OR EXCHANGE OF SECURITIES HELD BY SUCH PUBLIC BODY, BUT ONLY WHEN PUBLICITY WOULD SUBSTANTIALLY AFFECT THE VALUE THEREOF MADE BY MR. RYAN. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

**MOTION:** TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. SWACKHAMER. SECONDED BY MR. RYAN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

**MOTION:** AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO ENTER INTO A CONTRACT WITH YUNIS CORPORATION FOR A THREE-YEAR LEASE COMMENCING 2/1/08 FOR PROPERTY LOCATED AT 114 CHESTNUT STREET, CORNING, NY MADE BY MR. RYAN. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

V. **OTHER BUSINESS**
   A. **Informational** - Dr. Anderson informed the committee that there will be a resolution coming up regarding changing the way that court ordered hospitalizations are paid.

   B. **Committee Appointment** – Mr. McCarroll informed the committee that they are required by the State to have a member of the governing body be a member of our quarterly quality assurance committee. The committee meets four times a year and discusses a variety of topics.
MOTION: RECOMMENDING THE APPOINTMENT OF TOM RYAN TO THE HEALTH CARE FACILITY QUALITY ASSURANCE COMMITTEE MADE BY MR. SWACKHAMER. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: TO ADJOURN MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

NEXT MEETING SCHEDULED FOR
Wednesday, November 7, 2007 @ 9:00 a.m.

Please send agenda items to the Clerk of the Legislature's Office NO LATER THAN NOON on Wednesday, October 31, 2007.
**MINUTES**

COMMITTEE: Robert V. Nichols, Vice Chair  Thomas J. Ryan  David Stachnik  Gary D. Swackhamer

STAFF: Mark R. Alger  Gregory P. Heffner  David McCarroll  Frederick H. Ahrens, Jr.  David English

LEGISLATORS: Donald B. Creath  Dan C. Farrand  Thomas J. McIntyre  Patrick F. McAllister  L. Ronald Nielsen  John Walsh

ABSENT: Kenneth E. Isaman, Chair

I. CALL TO ORDER

Mr. Nichols called the meeting to order at 9:45 a.m. He asked Mr. Stachnik to lead the Pledge of Allegiance.

II. DEPARTMENTAL REPORTS/REQUESTS

A. Health Care Facility

1. Building Exterior – Mr. Alger distributed pictures depicting the front façade of the new building. The lighter colored brick toward the top of the building was supposed to be same color as the bottom, which is red. Mr. Alger stated that he recommends leaving the brick as is and negotiating a credit. They have offered us $7,000. They are telling us that if they attempted to remove the upper brick, the debris would end up behind the brick on the lower portion of the building and could cause problems later on.

MOTION: ALLOWING THE CURRENT BRICK COLORS TO STAY AS IS AND AUTHORIZING THE COUNTY ADMINISTRATOR TO NEGOTIATE A CREDIT MADE BY MR. STACHNIK. SECONDED BY MR. RYAN. ALL BEING IN FAVOR. MOTION CARRIES 3-0. (MR. ISAMAN AND MR. SWACKHAMER ABSENT FOR VOTE)

Mr. Alger commented we should be able to get a little more in credit. Mr. Ahrens asked what would be the total cost to remove and replace the brick? Mr. Alger replied that he doesn’t know the answer to that question. Mr. Ahrens commented that is the figure that you would want to start with for negotiating a credit.

Mr. Ahrens asked is there any liability? Mr. Alger replied no, it is their fault. There is always the allegation from the contract that we saw them put the bricks up and didn’t stop them, but that is not much of an argument. This is the general contractor’s responsibility and they have a sub contractor doing the masonry and they didn’t get the drawings to the sub contractor. This is an internal problem for the general contractor. Mr. Alger commented that he doesn’t think the difference in the brick color will detract from the building. We will have the construction manager get us a figure.

MOTION: TO ADJOURN MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0. (MR. ISAMAN ABSENT FOR VOTE)

Respectfully Submitted by: Amanda L. Chapman, Senior Stenographer, Steuben County Legislature
I. CALL TO ORDER

Mr. Isaman called the meeting to order at 9:00 a.m. He asked Mr. Stachnik to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE OCTOBER 3, 2007 MEETING MADE BY MR. STACHNIK, SECONDED BY MR. RYAN. ALL BEING IN FAVOR. MOTION CARRIES 3-0. (MR. NICHOLS ABSENT FOR VOTE)

III. DEPARTMENTAL REPORTS/REQUESTS

A. Office of Community Services

1. Lease Renewal – Dr. Anderson requested authorization to renew their lease for the first floor of the Bath Building which is occupied by the Children & Youth Program. They are asking for $1.00 per square foot more per year and that amount will be put back into the building. This is a similar agreement to what we have for the Hornell and Corning office space.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO RENEW THEIR LEASE FOR THE FIRST FLOOR IN THE BATH LOCATION FOR THE CHILDREN & YOUTH PROGRAM FOR $1.00 PER SQUARE FOOT MORE PER YEAR TO BE PUT BACK INTO THE MAINTENANCE OF THE BUILDING MADE BY MR. STACHNIK, SECONDED BY MR. RYAN. ALL BEING IN FAVOR. MOTION CARRIES 3-0. (MR. NICHOLS ABSENT FOR VOTE).

2. Community Services Board Dinner – Dr. Anderson requested authorization to spend up to $1,200 for the Community Services Board Dinner. The dinner will be held on Thursday, November 29, 2007 at Club 57 in Hornell.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO SPEND UP TO $1,200 ON THE COMMUNITY SERVICES BOARD DINNER WHICH WILL BE HELD ON NOVEMBER 29, 2007 AT CLUB 57 IN HORNELL, NEW YORK MADE BY MR. STACHNIK, SECONDED BY MR. RYAN. ALL BEING IN FAVOR. MOTION CARRIES 3-0. (MR. NICHOLS ABSENT FOR VOTE)
B. Special Children’s Services

1. Contracts – Mrs. Brutsman requested authorization to renew all their current Early Intervention contracts for 2008.

MOTION: AUTHORIZING SPECIAL CHILDREN’S SERVICES TO RENEW ALL CURRENT EARLY INTERVENTION CONTRACTS FOR 2008 MADE BY MR. STACHNIK. SECONDED BY MR. RYAN. ALL BEING IN FAVOR. MOTION CARRIES 3-0. (MR. NICHOLS ABSENT FOR VOTE)

Mrs. Brutsman requested authorization to renew their contract with James McGuiness and Associates for 2008 for the Preschool Program at a rate of $100.00 per hour.

MOTION: AUTHORIZING SPECIAL CHILDREN’S SERVICES TO RENEW THEIR CONTRACT WITH JAMES MCGUINESS AND ASSOCIATES FOR 2008 FOR THE PRESCHOOL PROGRAM AT A RATE OF $100.00 PER HOUR MADE BY MR. RYAN. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 3-0. (MR. NICHOLS ABSENT FOR VOTE)

C. Health Care Facility

1. Occupancy Report – Mr. McCarroll distributed the occupancy report for the committee’s review. He stated that they currently are at 96 percent.

2. Budget Transfer – Ms. Lee requested authorization to process end of the year transfers for the Health Care Facility. She commented that one of the transfers for $75,000 is to cover the last three months of food costs due to a shortage in the budget.

MOTION: AUTHORIZING THE FOLLOWING END OF YEAR TRANSFERS FOR THE HEALTH CARE FACILITY: TRANSFERRING $15,000 FROM NURSING MANAGEMENT, $25,000 FROM NURSING RN'S AND $35,000 FROM NURSING AIDES AND APPROPRIATING $75,000 TO THE FOOD LINE ITEM; TRANSFERRING $31,000 FROM NURSING AIDES AND APPROPRIATING $31,000 TO THE PT AIDES LINE ITEM; TRANSFERRING $5,000 FROM NURSING MANAGEMENT AND APPROPRIATING $5,000 TO THE PT CONSULTANT LINE ITEM; AND TRANSFERRING $20,000 FROM ADMINISTRATIVE MANAGEMENT SALARIES AND APPROPRIATING $20,000 TO THE OT CONSULTANT LINE ITEM MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Ms. Lee requested authorization to transfer $3,633.53 from the plant heating line item and appropriating that amount to the fiscal major equipment line item to purchase a dedicated server for use with the Kronos system.

MOTION: TRANSFERRING $3,633.53 FROM THE PLANT HEATING LINE ITEM AND APPROPRIATING $3,633.53 TO THE FISCAL MAJOR EQUIPMENT LINE ITEM TO PURCHASE A DEDICATED SERVER FOR USE WITH THE KRONOS SYSTEM MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.


Mr. McCarroll commented that the amount for their contract with UHY is an increase of $4,000 as this will be a cost analysis year and we will need their help in doing the cost report preparation.

4. **Informational** – Mr. McCarroll informed the committee that they sent in their letter regarding outpatient rehabilitation services. We have been assigned a project number and have been placed in the category of limited review. He expects this to move quickly.

5. **Project Update** – Mr. Alger distributed the monthly progress report for the committee’s review. He stated the project is moving right along. The contractors have finished the blacktopping and the site work is in pretty good shape. The sidewalks are in. Mr. Norton stated they are planting trees and shrubs.

Mr. Norton stated with regard to the interior everything is moving along. The contractors have completed 1A, the walls are in and they will be doing the corridors. All of the ceilings are in and the light fixtures are in. The flooring should be done by the end of next week in the rooms and then they will move to the corridors. Mr. Alger commented that we are planning on doing a tour of the facility after the Budget Workshop on November 15, 2007.

Mr. Norton stated the systems load tested the generators. They are starting up the boilers and the air handler units are ready to be run. With regard to the electrical, the fire alarms in the wings have been wired and checked. They will be conducting the final tests on the elevators.

Mr. Norton reviewed the change orders for LeChase Construction Services, Inc., Amthor Steel, Frey & Campbell, Inc. and Blackmon-Farrell Electric, Inc. Mr. Alger requested the committee approve the change orders as presented.

**MOTION:** APPROVING THE FOLLOWING CHANGE ORDERS FOR THE HEALTH CARE FACILITY PROJECT: LECHASE CONSTRUCTION SERVICES, INC. $24,300 FOR INSTALLATION OF NEW GAS LINE AND $28,733.88 FOR OUTSIDE PUMPING STATION; AMTHOR STEEL FOR $33,214.10 FOR COLUMN ROTATION AND MOMENT INCREASES; FREY & CAMPBELL, INC. CREDIT OF $40,000 FOR THE INSTALLATION OF NEW GAS LINE AND BLACKMON-FARRELL ELECTRIC, INC. FOR $4,672.11 FOR CANOPY LIGHT FIXTURES AND $8,433.61 FOR ADDED SECURITY CAMERAS MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mr. Alger requested the committee’s approval to authorize SWBR to do the architectural redesign work for the indoor liquid oxygen tank. Originally the plan was to have an exterior bulk oxygen tank and now we are moving that inside and it will be liquid oxygen. Mr. Norton explained the light fixtures and switches have to be explosion proof. There is also exhaust fax installation work. The indoor tank will work out better than the previous outdoor bulk oxygen system. The liquid oxygen is much more economical.

**MOTION:** AUTHORIZING SWBR TO DO THE ARCHITECTURAL REDESIGN WORK FOR THE INDOOR LIQUID OXYGEN TANK FOR A COST OF $2,920 MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mr. Ryan asked has the beam size issue been resolved? Mr. Alger replied we are picking up the cost. Mr. Norton explained the steel came to the supplier a little later and hadn’t yet been cut and fabricated. The engineer needed to rotate 11 columns and that affected 55 beams. They had to check the length and connections on those beams. Everything worked out okay, but it took a little over a month with the submittal process. We were able to finish...
that on time. Mr. Alger stated it cost us $30,000 but Pike was able to keep the project on schedule. Originally it was going to cost us $46,000.

Mr. Norton commented we also got more of a credit by leaving the brick color yellow. There are other issues with regard to finishing in the building and we will use those to mitigate that whole thing.

Mr. Alger commented generally the changes have been minimal and Pike has done a good job.

Mr. Nichols asked how are they doing with the installation of the lift systems? Mr. Norton replied the patient lift systems are currently being installed. Mr. Nichols commented that he is hoping that will decrease the number of Worker’s Compensation claims.

6. **Budget** – Mr. Alger informed the committee that the revenue in the Health Care Facility and the fund balance have been difficult this year. With the changes in the new facility the rate will change and there will be different components to the rate. There will not be much of a capital component. The bond repayment has been budgeted for this year and next year. The Treasurer has pointed out, given the anticipated expenses this year, that looking at next year the fund balance is about exhausted. At the end of next year we will have issues.

Mr. Alger stated that he is hoping to have the budget in balance going into 2008. This is a cash issue. We paid out of debt service and a portion will be reimbursed, about half, but we should get a higher percent when they determine the actual reimbursement rate. In addition the State is rebasing all facilities and that changes the rating for all of us but there are uncertainties as next year is the base year for the new facility. We want to maximize expenditures because that is the basis for future reimbursement. We have to make sure not to under budget. The fiscal staff will work with John Kropski to make sure we maximize the rate.

Mr. Alger stated it is unclear where we will end up with this budget and it will be a difficult transition. The bond payment has impacted the fund balance. He stated at this point he wanted the committee to be aware that there are issues with the budget and we may need to provide funds out of the general balance this year. Next year is critical with regard to operating costs and rate setting.

Ms. Lee commented that year starts when you open the facility. Mr. Alger commented we probably won’t have the base year figures back until late 2009.

Mr. McIntyre commented he has been concerned with getting an assistant administrator. We currently have an administrator with a license, but where are we with regard to procuring an assistant administrator? Mr. McCarroll commented our assistant administrator has been working as the Social Worker, and currently does not have a license. Mr. Alger explained a license is not a requirement for the job, while it is a requirement that when you are in the position you are working toward getting licensed. We would be hard pressed to find another licensed administrator that we could afford to hire.

IV. **OTHER BUSINESS**

Mr. Stachnik informed the committee that he recently received a letter regarding Medicaid reform. Monroe County hired a private sector firm that does data mining. Mr. Alger commented we haven’t hired a consultant or purchased software as it is extremely expensive. The State has been telling us that they have systems that will do similar things that we can use. With regard to the cost, Chemung County paid $50,000 and the consultant wanted us to pay five to six times that. It is very expensive and ultimately we would have to save enough to reduce the increase in Medicaid to less than 3 percent. Because of the cap in Medicaid, the growth overall would have to be less than 3 percent and he’d be surprised if that ever happens again.
MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS’ LAW, ARTICLE 7§ 105.1F. THE MEDICAL, FINANCIAL, CREDIT OR EMPLOYMENT HISTORY OF A PARTICULAR PERSON OR CORPORATION, OR MATTERS LEADING TO THE APPOINTMENT, EMPLOYMENT, PROMOTION, DEMOTION, DISCIPLINE, SUSPENSION, DISMISSAL OR REMOVAL OF A PARTICULAR PERSON OR CORPORATION MADE BY MR. NICHOLS. SECONDED BY MR. RYAN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. RYAN. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: TERMINATING PUBLIC HEALTH & NURSING SERVICES CONTRACT FOR COURIER SERVICES WITH C. SHERMAN LYKE, D/B/A CSL MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: TO ADJOURN MADE BY MR. RYAN. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature
STEUBEN COUNTY HEALTH AND EDUCATION COMMITTEE  
Wednesday, December 5, 2007  
9:00 a.m.  
Legislative Committee Conference Room  
Steuben County Office Building  
Bath, New York  

**MINUTES**

COMMITTEE:  
Kenneth E. Isaman, Chair  
Robert V. Nichols, Vice Chair  
Thomas J. Ryan  
David Stachnik  
Gary D. Swackhamer

STAFF:  
Mark R. Alger  
Gregory P. Heffner  
Vicki Fuerst  
David McCarroll  
Robert W. Anderson, Ph.D.  
Nancy Smith  
David English  
James Gleason  
Carol Whitehead

LEGISLATORS:  
Philip J. Roche, Esq.  
Thomas J. McIntyre  
John Walsh

I.  CALL TO ORDER

Mr. Isaman called the meeting to order at 9:00 a.m. He asked Mr. Stachnik to lead the Pledge of Allegiance.

II.  APPROVAL OF MINUTES

MOTION:  APPROVING THE MINUTES OF THE NOVEMBER 7, 2007 MEETING MADE BY MR. RYAN. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III.  DEPARTMENTAL REPORTS/REQUESTS

A.  Special Children’s Services

1.  Contracts – Mr. Alger requested authorization to enter into contracts with Laura Koralewski and Renee Carl for Occupation Therapy for Early Intervention and Preschool.

MOTION:  AUTHORIZING SPECIAL CHILDREN’S SERVICES TO ENTER INTO CONTRACTS WITH LAURA KORALEWSKI AND RENEE CARL FOR OCCUPATION THERAPY SERVICES FOR EARLY INTERVENTION AND PRESCHOOL MADE BY MR. SWACKHAMER. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

B.  Health Care Facility

1.  Occupancy/Statistics – Mr. McCarroll distributed the occupancy report for the committee’s review. He stated that currently they are at 96 percent occupancy. They have a mix of both long-term care and rehabilitation patients.

2.  Contracts – Mr. McCarroll requested authorization to enter into a contract with UHY for auditing services. This year they will be doing cost reporting to prepare for the new base year. The contract will be increasing from $22,500 for the year to $26,525 and will have all the same terms.

MOTION:  AUTHORIZING THE HEALTH CARE FACILITY TO ENTER INTO A CONTRACT WITH UHY FOR AUDITING SERVICES FOR THE HEALTH CARE FACILITY AT A RATE OF $26,525.00 MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Mr. McCarroll requested authorization to enter into a contract with Dr. Kundlas. He is taking a more active interest in our facility and has been accredited. He is agreeable to a contract to care for his patients that he refers to us.
MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO ENTER INTO A CONTRACT WITH DR. KUNDLAS TO PROVIDE PHYSICIAN SERVICES TO PATIENTS AT THE HEALTH CARE FACILITY MADE BY MR. SWACKHAMER. SECONDED BY MR. RYAN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Mr. McCarroll requested authorization to enter into a contract with Sodexho for management services. There is a 3.5 percent increase related to the CPI index.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO ENTER INTO A CONTRACT WITH SODEXHO FOR MANAGEMENT SERVICES MADE BY MR. STACHNIK. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

3. Beds – Mr. McCarroll informed the committee that they were going to proceed with getting the beds for the new facility off of State bid, however, the low beds are not currently on State bid. He requested authorization to go out to bid and award the bid at the January meeting.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO GO OUT TO BID FOR THE PROCUREMENT OF BEDS FOR THE NEW HEALTH CARE FACILITY MADE BY MR. NICHOLS. SECONDED BY MR. SWACKHAMER FOR DISCUSSION.

Mr. Swackhamer asked what is the difference between the current beds and the low beds? Mr. McCarroll explained the difference is in height. The low beds will go down 6 – 9 inches from the floor. The lower beds reduces the patient risk for falling out of bed as we cannot use restraints or side rails. A standard bed only goes down to 14 – 15 inches from the floor.

Mr. Swackhamer asked will this delay the opening of the new facility? Mr. McCarroll replied no.

Mr. Isaman asked how much is a bed on State bid? Mr. McCarroll replied the cost per bed for the type we are looking for is $1,300. We will also need to purchase 5 bariatric beds and the cost would be $3,500 per bed.

Mr. Alger stated given the timeframe, you really need to get the bid out. Mr. Gleason commented we will put the delivery time in the bid documents. Mr. Swackhamer stated he would like to amend his motion to state that if the beds are not available due to the time constraints, that he would like to go back to the standard beds. Mr. McCarroll commented that he would like to avoid having to do that. Mr. Nichols was not agreeable to the proposed amendment.

Chairman Roche asked could you use the old beds? Mr. Alger replied the intent was not to have to move the beds to the new facility.

VOTE ON PREVIOUS MOTION: ALL BEING IN FAVOR. MOTION CARRIES 5-0.

4. Project Update – Mr. Alger distributed and reviewed the monthly project report with the committee. He stated the contractors continue to move right along. They are putting the floors in and doing millwork. We are getting toward the end of the project.

Mr. Nichols asked was there a resolution to the problem with the exterior brick? Mr. Alger replied that we have not gotten a final number yet. We are getting the final quote to do the electrical and ventilation work with regard to the bulk oxygen tank.

Mr. Alger informed the committee they have been discussing an issue relative to the fin tube radiation heat and the valve that adjusts the flow in each room. The recommendation is to use the ball valve that was specified in the bid documents, however, the staff does not like that so we are going to change to a real control valve. Mr. Alger stated in his view, the ball valve is basically an on/off valve and is not intended to be partially on or off. This is not the primary heating system, this is the system that is just warming the exterior windows.
C. Office of Community Services

1. Contracts – Dr. Anderson presented his 2008 service contracts for approval.

MOTION: APPROVING THE FOLLOWING 2008 SERVICE CONTRACTS FOR THE OFFICE OF COMMUNITY SERVICES: MACHUGA’S CONTRACTING – SNOW REMOVAL AT BATH CLINIC LOCATED ON LIBERTY STREET; THOMAS LANDSCAPING – SNOW REMOVAL AT CORNING CLINIC LOCATED ON CHESTNUT STREET; THOMAS LANDSCAPING – SNOW REMOVAL AT CORNING CONTINUING DAY TREATMENT IN PAINTED POST LOCATED ON WATER STREET; GOLD STAR CONSTRUCTION – SNOW REMOVAL AT HORNELL CLINIC LOCATED ON SENeca ROAD; FIRE ALARM SERVICE TECHNOLOGY – FIRE ALARM MAINTENANCE/MONITORING AT BATH CLINIC LOCATED ON LIBERTY STREET; FIRE ALARM SERVICE TECHNOLOGY – FIRE ALARM MAINTENANCE/MONITORING AT CORNING CLINIC LOCATED ON CHESTNUT STREET; FIRE ALARM SERVICE TECHNOLOGY – FIRE ALARM MAINTENANCE/MONITORING AT CORNING CONTINUING DAY TREATMENT IN PAINTED POST LOCATED ON WATER STREET; AND FIRE ALARM SERVICE TECHNOLOGY – FIRE ALARM MAINTENANCE/MONITORING AT HORNELL CLINIC LOCATED ON SENECA ROAD SUBJECT TO REVIEW AND APPROVAL BY THE LAW DEPARTMENT MADE BY MR. NICHOLS. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Dr. Anderson presented his 2008 provider contracts for approval.

MOTION: APPROVING THE FOLLOWING 2008 PROVIDER CONTRACTS FOR THE OFFICE OF COMMUNITY SERVICES: HORNELL CONCERN ($105,753.00); FAMILY SERVICE SOCIETY ($71,674.00); SCAP – HOSPITAL DIVERSION ($31,698.00); SCAP – FORENSIC HOUSING ($56,139.00); CATHOLIC CHARITIES ($236,471.00); CATHOLIC CHARITIES – HOMELESS ($14,279.00); KINSHIP FAMILY & YOUTH SERVICES ($293,087.00); PATHWAYS ($23,355.00); STEUBEN ARC – SHELTERED WORKSHOP ($287,097.00); STEUBEN ARC – PSYCHIATRIC REHABILITATION ($166,554.00); FINGER LAKES PARENT NETWORK ($498,194.00); DEPAUL DETOX SERVICES – VA ($82,394.00); CAYUGA ADDICTION RECOVERY – STEPS ($25,000.00); CATHOLIC CHARITIES – ALCOHOL AND SUPPORT ($55,000.00) AND CORNELL COOPERATIVE EXTENSION ($200,000.00) SUBJECT TO REVIEW AND APPROVAL BY THE LAW DEPARTMENT MADE BY MR. SWACKHAMER. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. Medical Records – Dr. Anderson informed the committee that over the past six weeks, when they have been sending out requests for records they have been incurring charges and this is something that is occurring on a more frequent basis. Mr. Alger asked do the physicians request our records? Dr. Anderson replied yes and no. We are always the one wanting to do the collaboration, so typically we are doing the majority of the requesting.

D. Personnel

1. Tuition Aid Requests – Mrs. Smith presented tuition aid requests for two caseworkers in the Department of Social Services, Diane McAllister and Teri Brown. Both individuals are taking one course entitled “Concentration Field Education Placement III”. Mrs. Smith stated that these courses are job related and she is recommending approval.

MOTION: APPROVING THE TUITION AID REQUESTS FOR DIANE McALLISTER, CASEWORKER, DEPARTMENT OF SOCIAL SERVICES AND TERI BROWN, CASEWORKER, DEPARTMENT OF SOCIAL SERVICES TO EACH TAKE ONE COURSE ENTITLED “CONCENTRATION FIELD EDUCATION PLACEMENT III” MADE BY MR. RYAN. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

E. Public Health & Nursing Services

MOTION: APPROVING THE 2008 CONTRACT RENEWALS FOR PUBLIC HEALTH AND NURSING SERVICES MADE BY MR. NICHOLS. SECONDED BY MR. SWACKHAMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS’ LAW, ARTICLE 7§ 105.1.F. THE MEDICAL, FINANCIAL, CREDIT OR EMPLOYMENT HISTORY OF A PARTICULAR PERSON OR CORPORATION, OR MATTERS LEADING TO THE APPOINTMENT, EMPLOYMENT, PROMOTION, DEMOTION, DISCIPLINE, SUSPENSION, DISMISSAL OR REMOVAL OF A PARTICULAR PERSON OR CORPORATION MADE BY MR. SWACKHAMER. SECONDED BY MR. RYAN. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. STACHNIK. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: TO ADJOURN MADE BY MR. SWACKHAMER. SECONDED BY MR. STACHNIK. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature

NEXT MEETING SCHEDULED FOR
**PLEASE NOTE CHANGE** Wednesday, January 2, 2008 @ 8:30 a.m. **PLEASE NOTE CHANGE**

Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON on Wednesday, December 26, 2007.
STEUBEN COUNTY HEALTH AND EDUCATION COMMITTEE
Special Meeting
Monday, December 17, 2007
9:15 a.m.
Legislative Committee Conference Room
Steuben County Office Building
Bath, New York

**MINUTES**

COMMITTEE: Kenneth E. Isaman, Chair
Robert V. Nichols, Vice Chair
Gary D. Swackhamer
Thomas Ryan

STAFF: Mark R. Alger
David McCarroll
Carol Whitehead
Frederick H. Ahrens, Jr.
Robert W. Anderson, Ph.D.

LEGISLATORS: Philip J. Roche, Esq.
Donald B. Creath
Patrick F. Donnelly
Dan Farrand
Francis L. Gehl
John Walsh

ABSENT: David Stachnik

OTHERS: Lawrence Crossett, Legislator-Elect

I. CALL TO ORDER

Mr. Isaman called the meeting to order at 9:15 a.m.

II. DEPARTMENTAL REPORTS/REQUESTS

A. Health Care Facility

1. Budget Transfer – Mr. McCarroll requested authorization to transfer $71,5000 from nursing salaries and transferring to various line items within the budget to cover year-end expenses.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO TRANSFER $71,5000 FROM NURSING SALARIES LINE ITEMS AND APPROPRIATING TO VARIOUS LINE ITEMS WITHIN THE BUDGET TO COVER YEAR-END EXPENSES MADE BY MR. NICHOLS. SECONDED BY MR. RYAN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. Employee Recognition – Mr. McCarroll informed the committee that this year they did not hold their annual recognition dinner. He requested authorization to use $1,200 out of the Employee Recognition line item to purchase turkeys for all of the employees.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO EXPEND $1,200 FROM THE EMPLOYEE RECOGNITION LINE ITEM TO PURCHASE TURKEYS FOR ALL OF THEIR EMPLOYEES MADE BY MR. NICHOLS. SECONDED BY MR. RYAN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

B. Office of Community Services

1. Management Meeting – Dr. Anderson informed the committee that they held their annual management meeting in November to discuss new regulations at the Taylor Farm Bed & Breakfast in Prattsburgh. He requested authorization to pay for that meeting with county funds. The total cost is $175.00.
MOTION: AUTHORIZING THE DIRECTOR OF COMMUNITY SERVICES TO PAY $175.00 OUT OF HIS BUDGET FOR A MANAGEMENT MEETING HELD IN NOVEMBER AT THE TAYLOR FARM BED & BREAKFAST IN PRATTSBURGH MADE BY MR. NICHOLS. SECONDED BY MR. RYAN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS’ LAW, ARTICLE 7§ 105.1.F. THE MEDICAL, FINANCIAL, CREDIT OR EMPLOYMENT HISTORY OF A PARTICULAR PERSON OR CORPORATION, OR MATTERS LEADING TO THE APPOINTMENT, EMPLOYMENT, PROMOTION, DEMOTION, DISCIPLINE, SUSPENSION, DISMISSAL OR REMOVAL OF A PARTICULAR PERSON OR CORPORATION MADE BY MR. NICHOLS. SECONDED BY MR. RYAN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: INCREASING DR. KHAN’S SALARY TO $119.00 PER HOUR MADE BY MR. NICHOLS. SECONDED BY MR. RYAN. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: TO ADJOURN MADE BY MR. RYAN. SECONDED BY MR. NICHOLS. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Respectfully Submitted by:

Amanda L. Chapman
Senior Stenographer
Steuben County Legislature