

**MINUTES**  
**HEALTH AND MEDICAL SERVICES COMMITTEE**  
**February 5, 2014**

**MEMBERS PRESENT:**

Ralph Angelo  
Todd Campbell  
Dianne Crowley  
Pamela Helming  
Norman Teed

**OTHERS PRESENT:** Mary Beer, Mary Gates, Diane Johnston,  
John Garvey, Andrea Schoeneman, Judah Todd (Yudi) Polatoff  
Supervisor Sheppard

Supervisor Hilton declared necessarily absent.

Vice Chairperson Angelo called the meeting to order at 8:30 AM.

**1. APPROVAL OF MINUTES** – A motion to approve the minutes of the January 15, 2014 meeting was made by Supervisor Helming, seconded by Supervisor Crowley and carried.

**2. HEALTH FACILITY**

a. **Update:** Director Polatoff shared that he has been rounding with county maintenance staff and is impressed with their responsiveness. They have been increasing admissions and are currently at a census of 85. He, along with the Director of Nursing, are scheduled to meet with staff as part of ongoing communications on 2/6/14 and a family meeting is to be scheduled within the next 2-3 weeks.

Mr. Garvey shared that he is pleased with the transition to date. A building inventory was performed and security of three doors was found to be an issue and maintenance staff are addressing for resident safety. In addition, Gabe Sebbag and Heshy Neuman from the Centers joined him at a meeting with FFThompson's Director of Nursing and Director of Social Work to dialogue about accepting referrals. The meeting was well received and a meeting is planned for Geneva General and Clifton Springs hospitals.

Mary Gates shared that the transition for Centers to take over billing for the Health Facility has begun. An initial meeting has been held and all is on target for a 2/1/14 transition.

b. **Resolution: Renewal of Quote for the Purchase of Linens at the Ontario County Health Facility** - Mary Gates presented the resolution for the renewal of the quotes for linen services for Encompass Group and Standard Textile Co. at the same rates as previously quoted. The resolution was amended to reflect the correct amount spent annually for the purchase of linens to \$87,000. A motion to approve the corrected resolution was made by Supervisor Crowley, seconded by Supervisor Helming and carried.

c. **Resolution: Authority to Extend Participation in the Seagate Premier Purchasing Program** - Mary Gates presented this resolution to authorize participating in the Seagate Premier Purchasing Program at no cost which provides for favorable pricing. A motion to approve the resolution was made by Supervisor Teed, seconded by Supervisor Helming and carried.

- d. **Resolution: Authorizing Professional Service Contract – Ability Network, Inc.** - Mary Gates shared that this resolution is to meet the requirement of contracting with a provider to allow access to Medicare and Medicaid electronic billing. The county has utilized this company for several years under the name of Ivans, Inc. This resolution will allow Mr. Garvey to sign an agreement recognizing the acquisition. A motion to approve the resolution was made by Supervisor Teed, seconded by Supervisor Campbell and carried.
- e. **Resolution: Ontario County Health Facility 2014 Activities Petty Cash Fund** - Mary Gates presented the resolution for the Health Facility Petty Cash Fund which is utilized to fund resident activities. She explained that a Typist does handle this function and it is audited quarterly. A motion to approve the resolution was made by Supervisor Helming, seconded by Supervisor Crowley, and carried
- f. **Budget Transfer Request – Re-establish Transition Budget** - Mary Gates requested approval of a budget transfer of \$67,557.22 for funds that were not spent in 2013 but are needed for 2014. A motion to approve the resolution was made by Supervisor Helming, seconded by Supervisor Campbell and carried
- g. **Resolution: Authorization for Health Facility Management Retention Plan** - Mr. Garvey presented a resolution for retention incentives for four management staff that were not covered under CSEA General Unit's retention incentive. He explained that these employees are critical to the operation of the Health Facility and include the Director of Nursing, two Nurse Managers and the MDS Coordinator. This resolution has been supported by the Management Compensation Committee and will be presented to the Personnel Committee and Finance Committee. The incentive reflects past practices of the county and proposes one week of payment for every year of service as long as they stay employed at the county until the sale of the facility is completed. A motion to approve the resolution was made by Supervisor Helming, seconded by Supervisor Crowley, and carried.

### 3. MENTAL HEALTH/SUBSTANCE ABUSE SERVICES

- a. **Discussion – Lakeview Mental Health Services and Rochester Rehabilitation Merger.** Director Johnston shared that she was notified from Lakeview that the anticipated merger with Rochester Rehab that was addressed in the Mental Health Proposal from Rochester Rehab will not be taking place, that negates the submitted proposal. She further stated that she, Mary Beer and Mr. Garvey met and discussed next steps regarding the provision of Mental Health services. At this time it is recommended to undergo a community mental health services assessment to look at all services in the community. Mr. Garvey stated that it is imperative that the county meets its obligation to this population and that we seek efficient methods for providing services to the clinic, DDS, the jail, probation and services provided in the community and assure access to services. The Community Services Board also supports moving forward with an assessment. Director Johnston has begun to extract data to begin the journey of having a comprehensive assessment.
- b. **Resolution: Amendment to Agreement with Finger Lakes Addictions Counseling and Referral Agency for Alcoholism Clinic Services** - Director Johnston presented the resolution for amending the Finger Lakes Addictions Counseling Agreement to include the finances for providing the additional

professional services resulting from taking over Turnings Substance Abuse Clinic. The additional funding of \$117,119 will be adjusted to the current contract not to exceed \$748,213. A motion to approve the resolution was made by Supervisor Teed, seconded by Supervisor Helming, and carried.

#### 4. PUBLIC HEALTH

- a. **Resolution: Ontario County Healthy Meeting Policy** - Director Beer proposed a resolution for a healthy meeting policy. This policy is recommended as part of recommendations from the Ontario County Health Collaborative for the Community Health Improvement Plan to address accelerating obesity and hypertension rates of our population. The partners in the collaborative are also implementing healthy meeting policies. Director Beer pointed out that the policy does not restrict items, unhealthy choices can be provided; however, it seeks to always provide participants with healthy choices. It was clarified that the policy refers to county business. Others that might utilize our space for a meeting are not held to the policy; however, should be encouraged to also provide healthy choices. A motion to approve the resolution was made by Supervisor Crowley, seconded by Supervisor Campbell, and carried.
- b. **Resolution: Authority to Renew Contract – Dr. Baktash Bootorabi d/b/a Ontario Radiology** - Director Beer presented the resolution to renew the contract for radiology services for the TB program. There is no increase in cost. A motion to approve the resolution was made by Supervisor Teed, seconded by Supervisor Crowley, and carried.
- c. **Informational: Professional Advisory Committee Meeting Minutes – 10/23/13** - Director Beer presented the minutes from the PAC meeting. The Health and Medical Services Committee need to be apprised of the quality improvement activities of the department for oversight as the governing body responsibilities. The committee supported the minutes and no action was required.

#### 7. COUNTY ADMINISTRATOR UPDATE –

- Mr. Garvey shared that he was pleased with the leadership of Directors Johnston and Beer in examining the mental health needs of the county.
- He also shared that there had been a delay in implementing the Cancer Services Screening contract between the state and Clifton Springs Hospital and Clinic. The state had not executed the contract as of 10/31/13, leaving the citizens of Ontario, Yates, and Seneca Counties underserved. Mr. Garvey reached out to Senator Nozzolio and Assemblyman Kolb who immediately addressed and the contract was executed.
- Supervisor Teed inquired as to the retention of CSEA staff during this transition and Mr. Garvey shared that retention has been within normal activity. There is more of an issue at this time with disabilities but this is not unusual. Overall, the staff has been reacting very positively to the leadership of Director Polatoff.
- Supervisor Campbell asked whether the representation from the Health and Medical Services Committee on the board of S2AY Rural Health Network was

resolved. Supervisor Crowley volunteered after last month's meeting and has received the schedule and background information from S2AY.

As there was no additional business to discuss, a motion to adjourn was made by Supervisor Campbell, seconded by Supervisor Crowley and carried. Meeting adjourned at 9:20 a.m.

Respectfully submitted,

Mary L Beer, Director  
Ontario County Public Health