

Health and Human Services Committee
Regular Meeting Minutes
Wednesday, December 8, 2010 3:30 PM
Scott Heyman Conference Room

Approved 1/12/11

Attendee Name	Title	Status
Frank Proto	Chair	Present
Will Burbank	Member	Present
James Dennis	Member	Present
Kathy Luz Herrera	Member	Excused
Nathan Shinagawa	Member	Present

Staff: B. Grinnell-Crosby, Public Health; L. Holmes, Office for the Aging; A. Hendrix, Youth Services;
P. Carey, D. Mengel, D. Bodnar, Social Services; K. Schlather, Human Services Coalition

Legislator: M. Robertson, Chair

Guest: Patricia Baxter, Danby Resident

Call to Order

Chair Proto called the meeting to order at 3:40 p.m.

Changes to Agenda

The resolution entitled “Amendment to Mental Health Services Board Bylaws Language” (ID # 2360) and Ms. Hovaguimian’s application to the Substance Abuse Subcommittee were withdrawn.

Chair Proto added three appointments to the agenda (Hendrix, DePol, and Firman).

Ms. Baxter was introduced to the Committee and staff.

Minutes Approval

It was MOVED by Mr. Burbank, seconded by Mr. Shinagawa, and unanimously adopted by voice vote by members present, to accept the minutes of November 10, 2010, as submitted. MINUTES APPROVED.

Report from the Chair

Mr. Proto said it is important for Committee members to have a full understanding of the budget process and make any appropriate suggestions. He asked that any member that has not completed the budget survey do so as soon as possible.

Mr. Proto said he will plan to hold a Committee meeting on January 12th to take any necessary actions, unless the 2011 Committee is in place

County Administrator

Mr. Mareane reported receiving the State Health Department report on Medicaid takeover. He has an executive summary available for those who would like to review it. The report shows Mr. McMahon’s pension projections, indicating that the County should stay at the twenty percent rate through 2015.

In response to Mr. Proto’s question about the State budget cuts, Mr. Mareane said it is a 1.1 percent reduction, however, since there is still a gap in their budget it may be reduced further. Some of the larger governments are trying to project next year’s budget. Since 2/3 of the State’s budget is in the form of local assistance they are determining what proportional cut might be expected. He noted that New York City is expecting a \$2 billion loss of assistance. He said it is necessary to be aware of what

will be coming out of Albany this year. Normally there are deep cuts in the first year of a new administration. Mr. Mareane said department heads have been very good at providing feedback of potential shortages.

Mr. Mareane has requested departments to provide an updated program impact assessment form based on the approved 2011 budget.

Health Department

Resolution (DOC ID: 2355): Authorizing Changes in Charge Structure - Tompkins County Home Health Care - Health Department

Ms. Crosby said the New York State information regarding Medicaid is not available yet. She anticipates receipt in the near future, which may result in a slight revision to the resolution.

RESULT:	RECOMMENDED [UNANIMOUS]
MOVER:	Nathan Shinagawa, Member
SECONDER:	James Dennis, Member
AYES:	Frank Proto, Will Burbank, James Dennis, Nathan Shinagawa
EXCUSED:	Kathy Luz Herrera

WHEREAS, Tompkins County’s accounting consultant, Michael McCarthy, CPA, of McCarthy & Conlon, LLP, has recommended changes in the Certified Home Health Agency fee structure to maximize Medicaid and Medicare revenues, and

WHEREAS, New York State currently promulgates rates on the day the County Legislature approves them and it is therefore, desirable for Tompkins County to adopt the 2011 rates in December 2010 for implementation on January 1, 2011, and

WHEREAS, all changes proposed were made to align charges with actual costs per unit of service as determined during Mr. McCarthy’s most recent review of our financial and statistical data, now therefore be it

RESOLVED, on recommendation of the Health and Human Services and Budget and Capital Committee, That the Tompkins County Health Department implements the charge structure below, as recommended by Michael McCarthy, CPA, in order to maximize Medicaid, Medicare and other third party revenues.

2011 Tompkins County Home Health Care Fee Schedule

	<u>2008</u>	<u>2009</u>	<u>2010</u>	<u>2011</u>
Skilled Nursing	\$175.00	\$175.00	\$215.00	\$242.00
High Tech Nursing	\$200.00	\$200.00	\$240.00	\$275.00
Physical Therapy	\$115.00	\$115.00	\$155.00	\$162.00
Speech Therapy	\$120.00	\$120.00	\$120.00	\$120.00
Occupational Therapy	\$115.00	\$115.00	\$118.00	\$127.00
Home Health Aide	\$45.00/hr	\$48.00/hr	\$53.00/hr	\$53.00/hr
	\$90.00/visit	\$96.00/visit	\$96.00/visit	\$96.00/visit

RESOLVED, further, That the Department sets the per hour Nursing Administrative Charge at eighty-eight dollars (\$88.00) per hour, for services as appropriate (i.e. rabies post exposure, hypertension screening clinics, immunization administration, etc.).

SEQR ACTION: TYPE II - 20

* * * * *

Note: The fees are established to maximize dollars from Medicaid, Medicare and other third party payers. The department maintains the use of a sliding fee scale for those patients paying for services out of pocket. In addition we have negotiated agreements with a number of insurance providers and accept payment in full from them. The department continues to maintain the ability to waive a fee in special circumstances.

The following are allowable costs used to determine our average cost per visit:

Administration Costs: Salary and Fringe Benefits for administrators, directors, supervisors and others, Contractual services including Care at Home, Software Support/Maintenance, Cost Reporting Services, etc.), Supplies, Telephone, etc., Depreciation, POM (Plant, Operations, and Maintenance), Transportation and In-direct Costs.

Direct Services Costs: Salary and Fringe Benefits, Contractual Arrangements, Drugs, Depreciation, POM (Plant, Operations, and Maintenance) and Transportation.

* * * * *

Resolution (DOC ID: 2356): Appropriation from Contingent Fund – Public Health Director Search Expenses – Health Department

Mr. Mareane said the position is widely advertised and he has reached out to the Onondaga County Health Director for recommendations as well.

RESULT:	RECOMMENDED [UNANIMOUS]
MOVER:	Will Burbank, Member
SECONDER:	James Dennis, Member
AYES:	Frank Proto, Will Burbank, James Dennis, Nathan Shinagawa
EXCUSED:	Kathy Luz Herrera

WHEREAS, the department has incurred unbudgeted expenses related to the first search for the Public Health Director, and

WHEREAS, a second search is currently under way with additional expenses to be incurred, and

WHEREAS, funds are not available in the operating budget to cover these unanticipated costs, now therefore be it

RESOLVED, on recommendation of the Health and Human Services and Budget and Capital Committees, That the Director of Finance is hereby authorized and directed to make the following budget appropriation:

FROM:	A1990.54440	Contingent Fund	\$4,751
TO:	A4010.54400	Program Expense	\$4,751

* * * * *

Certified Home Health Aide Discussion (DOC ID: 2371)

Ms. Crosby said the Request for Proposals have been sent out and are available for review online. The responses are due by December 16th and it is hoped to move quickly through the review process and start the work the first of January, receive the draft report by March 1st, and the final report completed by March 15. Many of the vendors who will submit a proposal are the ones who do cost reporting and will be focused on that aspect of their work in February. The review team will consist of the County Administrator, County Director of Finance, Public Health Director, Director of Patient Services, Home Care Community Health Nurse Supervisor, and Senior Account Clerk Typist.

Mr. Mareane clarified the work is not relating to a sale of the CHHA, it is to review the operation and advise ways to improve the finances of this program.

Mr. Shinagawa said he heard that Schuyler County is selling its CHHA and that they had a study similar to the one we are requesting. Mr. Mareane said he believes it was not Schuyler County but Madison County who did a study. Cortland County just sold their CHHA, but he does not know if a study was done. Ms. Crosby said there is a mix of what is happening throughout the State. Livingston County is considering doing a study. Tompkins County's study is based on one completed by Washington County, who had used Genesee County as a guideline. She has a map available showing what other counties are doing and will make it available. Mr. Shinagawa said some counties have kept their CHHA following studies, however, are still considering other options.

In response to Mr. Burbank's question of who would do the work, Ms. Crosby said there are four or five that are accounting firms, three that the County has used previously and would contract the clinical piece. Other firms would be contracted for the compliance. There will be a form to review specific items in the bid and will also look at previous experience.

Mr. Mareane said the County would not base it on low bid. One area of importance is the coding for billing; the use of subcontractors is expected.

Mr. Proto asked if there are any studies that could be viewed or if it is proprietary information. Ms. Crosby said other counties might be willing to share their reports. She will be having a conference call to speak about what would happen if the County opted to stop providing the services. She noted staff will have a great deal of work to do associated with the study.

* * * * *

Budget Adjustment (DOC ID: 2358)

This information was provided for information only.

* * * * *

Budget Transfer (DOC ID: 2357)

Ms. Crosby explained the adjustments are the result of the State being late filing contracts to the County.

State Reimbursements

Ms. Crosby reported the fourth quarter of 2009 reimbursement, between four and five thousand dollars, was received last week with a 1.1 percent reduction. There have not been any 2010 Article 6 payments.

Transportation Services

Ms. Crosby said there would be a survey of all clients to determine if Tompkins Consolidated Area Transportation services to the building would help rather than having the clients walking from the bus stop.

* * * * *

Youth Services

Ms. Hendrix reported things are going well with her transitioning into the position.

Resolution (DOC ID: 2351): Appropriation from Contingent Fund - Terminal Pay Youth Services Department

RESULT:	RECOMMENDED [UNANIMOUS]
MOVER:	Nathan Shinagawa, Member
SECONDER:	Will Burbank, Member
AYES:	Frank Proto, Will Burbank, James Dennis, Nathan Shinagawa
EXCUSED:	Kathy Luz Herrera

WHEREAS, the Youth Services Department had their Director retire effective November 19, 2010, and

WHEREAS, the Fiscal Policy of Tompkins County allows for terminal pay from the Contingent Fund, now therefore be it

RESOLVED, on recommendation of the Health and Human Services and Budget and Capital Committees, that the Director of Finance is hereby authorized and directed to make the following budget appropriation:

FROM:	A1990.54400	Contingent Fund	\$23,785
TO:	A7020.51000220	Youth Bureau Director	\$16,929
	A7020.58800	Fringes	\$ 6,856

SEQR ACTION: TYPE II – 20

Budget Transfer - Youth Services 11/24/10 (DOC ID: 2349)

This information was provided for information only.

Recreation Partnership

Mr. Proto reported on attending the Recreation Partnership meeting last week and discussing the intermunicipal contract. Since the contract expires in 2012 work will begin the lengthy process of renewal. Ms. Hendrix said the goal is to have the contract complete by mid-2011. Mr. Proto noted the provision within the contract that requires a 6- to 8-month advance notice of non-renewal.

Mental Health Department

Appointments

It was MOVED by Mr. Dennis, seconded by Mr. Burbank, and unanimously adopted by voice vote by members present, to recommend the following appointments to the full Legislature. Mr. Shinagawa was temporarily out of the room.

Mental Retardation/Development Disability Subcommittee

Lisa Maurer – Community Member – term to expire 12/31/14

Substance Abuse Subcommittee

Ron Schoneman – Community Member – term to expire 12/31/14

Greg Firman – Community Member – term to expire 12/31/12

Meredith DePol – Community Member – term to expire 12/31/12

Amie Hendrix – Community Member – term to expire 12/31/13 * pending move to Tompkins County

Mental Health Services Board

Harmony Ayers Friedlander – term to expire 12/31/14

Minutes
Health and Human Services Committee
Wednesday, December 8, 2010

Arpi Hovaguiman – term to expire 12/31/14
Ellen O'Donnell – term to expire 12/31/14

Office for the Aging

Budget Adjustment - Community Living Program (DOC ID: 2284)

Ms. Holmes said this is a two-year grant for work done with the Department of Social Services regarding consumer-directed home care. The original grant required a local match, however, the Federal government now has the additional funding and is providing full funding that will be used for the services.

RESULT:	RECOMMENDED [UNANIMOUS]
MOVER:	Nathan Shinagawa, Member
SECONDER:	Will Burbank, Member
AYES:	Frank Proto, Will Burbank, James Dennis, Nathan Shinagawa
EXCUSED:	Kathy Luz Herrera

Revenue Acct	Title	Amt	Approp Acct	Title(s)
6773.44772	Federal Revenue	\$8,334	6773.54400	Program Expenses
Explanation: Revenue increase for Community Living Program.				

Budget Adjustment – Revenue Increase in III-E (DOC ID: 2293)

This information was provided for information only.

Budget Adjustment – III-C Revenue Increase (DOC ID: 2292)

This information was provided for information only.

Resolution (DOC ID: 2316): Authorizing a Multiple-Year Contract with Venesky & Company, for the Preparation of a Cost Allocation Plan for the Years 2010-2012

RESULT:	RECOMMENDED [UNANIMOUS]
MOVER:	James Dennis, Member
SECONDER:	Nathan Shinagawa, Member
AYES:	Frank Proto, Will Burbank, James Dennis, Nathan Shinagawa
EXCUSED:	Kathy Luz Herrera

WHEREAS, Federal OMB Circular A-87 requires the preparation of an annual indirect cost report in order to recover indirect cost reimbursement for certain Federally assisted programs, and
WHEREAS, the firm of Venesky & Company, is unique in its specialized practice in the area of Federal and State program cost reporting, and
WHEREAS, over the past three years with the assistance of Venesky & Company, the Indirect Cost Reports have generated \$3,338,067 in reimbursement as compared to the consultants fees totaling

Minutes
Health and Human Services Committee
Wednesday, December 8, 2010

\$38,700, and

WHEREAS, the Finance Director has recommended that it would be in the best interest of the County to renew the Cost Allocation agreement with Venesky & Company, because of cost and time efficiencies developed as a result the consultant's familiarity with the County's operations, now therefore be it

RESOLVED, on recommendation of the Health and Human Services and the Budget and Capital Committees, That the Departments of Finance, Health, and Social Services are authorized to enter into a multi-year contract with Venesky & Company, for the preparation of an annual cost report for the years 2010-2012, at a fee of \$12,900 annually.

SEQR ACTION: TYPE II-20

Note: The contract renewal is at the same terms as the previous agreement and breaks down as follows:
DSS - \$8,500, Finance - \$3,400, Health - \$1,000.

* * * * *

Appointments

It was MOVED by Mr. Dennis, seconded by Mr. Shinagawa, and unanimously adopted by voice vote by members present, to recommend the following appointments to the full Legislature:

PERS Advisory Board

Wilfred Drew – client – term to expire 12/31/12

Office for the Aging Advisory Board

Leroy Wollney term to expire 12/31/13

Ardie Bennett – term to expire 12/31/13

Mr. Proto noted that a number of applications are for reappointment and that some individuals have been on advisory boards for a number of years. He said he has not heard from Committee members the concerns that are heard at the Planning, Development, and Environmental Quality Committee. He is glad that there are people willing to serve on advisory boards. Mr. Proto said Mr. Lane hoped to have Government Operations Committee review advisory board appointments in 2011.

Department of Social Services

Ms. Carey reported there is a leveling off of temporary assistance cases and an increase in Medicaid and food stamps. She also said the HEAP program has also begun. She has not seen an impact of individuals running out of unemployment yet. Due to increased caseloads and decreased staffing her department is now making appointments one month ahead rather than the 1.5 to 2 weeks.

With regard to the State taking over the Medicaid Administration, she has received information of how it is intended to work and a schedule of steps that will happen over the next three to four years. She said it is ambitious and does not believe it will all happen in the timeframe provided. A great many of the proposed changes are based around a new computer system. Although a new computer system would be worthwhile for the program it may take up to five years to be operational. In addition, there are some items regarding health care reform and what the State is doing. The State will have to shift its focus on how to implement health care reform and taking over Medicaid may assist in the changes.

The State is planning a meeting with Commissioners in February to provide information on what they will be doing during these changes. She said Medicaid staff are concerned with what the changes may mean and she has been informing them it is very early in the process and not to be concerned at this time.

In response to Mr. Burbank's question as to why the State is taking over the Medicaid administration, Ms. Carey said the State Legislature requested this happen. She said there is nothing at this time to indicate the State's takeover of this area of Medicaid will save money. There may be efficiencies by doing so, however, she believes it is driven by the State's concern that people who are Medicaid eligible are not receiving the services due to the different ways each County operates and it is an attempt to standardize services. Ms. Carey said if the Department of Health wants standardization they should provide instructions to be followed by each county.

In response to Mr. Proto's question whether the Counties would have to give something in return he was told they would not.

Ms. Holmes said the State is speaking of Medicaid paying for long-term care services and is looking to regionalize assessment centers rather than having it county based. They speak of having a point-of-entry system for long-term care, which is already created through the New York Connects program. She finds it ironic they are planning to create something they have already created. She said Offices for the Aging partner with the State and it pulls down Federal grant money.

Ms. Carey said the Department of Health had counties fill out surveys indicating how services are provided; they are unfamiliar with what counties do at the local level. She is part of a subcommittee looking at the juvenile justice system in the State. The group is looking at PINS and juvenile delinquent youth with a goal over the next two to three years of developing a different manner to work with these children. It is developing a social intervention model versus the criminal model.

Monthly Statistics - 2010 October (DOC ID: 2350)

This information was provided for information only.

* * * * *

Independent Transportation Network Everywhere (DOC ID: 2294)

Mr. Mengel presented information about "Independent Transportation Network (ITN) Everywhere", an innovative program for developing grassroots community transportation services in rural and small urban areas. ITN Everywhere's key elements are time banking of volunteer credits, self-financing personal transportation accounts, and emphasis on sustainability. The program will create incentives for ride-sharing, support trip reservation logistics for volunteer driver services, and enable community agencies, groups and faith-based organizations to coordinate their use of vans to serve local mobility needs. The company is based out of Portland, Maine, and solicited communities with a population under 200,000 to assist in developing a model. It was noted there is no cost to the County and that the program would start up similar to how Gadabout services began in 1976 with local agency involvement. Gadabout would be the local non-profit local sponsor for the program who will work with ITN Everywhere for a period of eighteen months to determine if their model of software and other elements could be adapted in our environment.

Ms. Holmes spoke of how volunteers can offer rides to others and receive credits that can be used at a future date by other individuals who have a transportation account in the system. In addition, older individuals not able to continue driving can donate their vehicle for credits. The model is paying a fee for the service if no credits exist. She also noted that the ITN Classic program that operates for larger communities became self-sufficient after five years of public funding. Mr. Mengel said this is the only business he knows of that takes sustainability seriously.

In response to Mr. Burbank's question on staffing for the program, Ms. Holmes said it would be a mix of volunteers and some paid staff. In addition, there would be a fleet of vehicles as well as some

private vehicles.

Ms. Carey expressed appreciation to Gadabout for stepping forward to be the lead agency for this program.

In response to Mr. Shinagawa's question on the Way to Go program, Mr. Mengel explained it is a one-stop comprehensive mobility and education program. Mr. Burbank spoke of attending a Way to Go workshop that made him think of the cost to maintain a vehicle and alternative options available.

* * * * *

Resolution (DOC ID: 2337): Authorizing Participation in ITNEverywhere Mobility Management Project

Mr. Proto spoke of Tompkins Consolidated Area Transit (TCAT) discussing this program. Although this is only a study, if there is a plan for vehicles, donated or otherwise, there needs to be a plan for space. Presently there is very limited space and TCAT is looking at expansion. He also spoke of a news release of the new Veterans Administration facility in Freeville and the need for volunteers to provide medical transportation from Cortland to Freeville. Mr. Mengel said he has been in touch with the Disabled American Veterans in Syracuse as well as the Finger Lakes Independence Center regarding the request.

RESULT:	RECOMMENDED [UNANIMOUS]
MOVER:	Nathan Shinagawa, Member
SECONDER:	Will Burbank, Member
AYES:	Frank Proto, Will Burbank, James Dennis, Nathan Shinagawa
EXCUSED:	Kathy Luz Herrera

WHEREAS, Tompkins County has a long history of developing community transportation services and support programs through collaborative planning, and

WHEREAS, the Tompkins County Coordinated Public Transit- Human Services Transportation Plan Committee and the Ithaca-Tompkins County Transportation Council (ITCTC) identified need for more flexible, affordable transportation options for people of all ages, primarily in rural and small urban areas, which could potentially be served through a combination of volunteer driver, ridesharing, car-sharing, and related services, and

WHEREAS, in July, 2010, ITNAmerica, (ITN: Independent Transportation Network) a national not-for-profit mobility services corporation, based in Portland, Maine, solicited up to four New York State communities, under 200,000 population, to collaborate on a development project called ITNEverywhere, to create a business model and software infrastructure for volunteer transportation in small urban and rural areas, and to prepare a landscape analysis of transportation needs and underutilized assets in local communities, and

WHEREAS, since August 2010, a local steering committee including: ITCTC, County Office for the Aging, Department of Social Services, Finger Lakes Independence Center, Ithaca Carshare, Cornell Cooperative Extension of Tompkins County (Way2Go) and GADABOUT have worked to evaluate the desirability of participating in ITNEverywhere, and

WHEREAS, the Board of Directors of GADABOUT Transportation Services, Inc. agreed to be the local sponsoring agency for ITNEverywhere on November 18, 2010, and

WHEREAS, the cost of participating in ITNEverywhere is \$50,000, which will be paid for by a \$25,000 grant from the Harry and Jeannette Weinberg Foundation and \$25,000 from the 2008 Federal Transit Administration grant NY-90-X606, now therefore be it

RESOLVED, on recommendation of the Planning, Development and Environmental Quality and the Health and Human Services Committees, Tompkins County agrees to participate in the

Minutes
Health and Human Services Committee
Wednesday, December 8, 2010

ITNEverywhere development project with ITNAmerica.

RESOLVED, further, to pay \$25,000 to ITNAmerica using Federal Transit Administration JARC (Job Access and Reverse Commute) mobility management project funds from grant NY-90-X606, County Budget A5631 Transportation Planning, and to oversee the project as the FTA grant recipient.

RESOLVED, further, the County Administrator, or designee, is authorized to execute necessary agreements with ITNAmerica and local steering committee participants to advance the project.

SEQR ACTION: TYPE II-20

Explanation:

The resolution authorizes Tompkins County to join with a local consortium of agencies to work with ITNAmerica, (of Portland, ME) on the ITNEverywhere development project to adapt a business plan for volunteer transportation services in rural and small urban areas. The project will produce a landscape analysis of how to integrate transportation alternatives in Tompkins County. ITNEverywhere would use existing and new volunteer transportation services to connect with TCAT buses and other operators. In this period of contraction of public funding, it is essential to maximize the use of volunteer transportation services developed at the outset to be sustainable.

Tompkins County would furnish ITNAmerica with \$25,000 from the FTA Section 5307 grant NY-90-X606 for this mobility management project.

* * * * *

Human Services Coalition

Ms. Schlather reported receiving a letter from David Scovronick, Director of the Drop-In Center, who expressed thanks for the County's financial support to the Center that enabled the center to remain open. Mr. Proto noted the Ithaca Journal had an item in the legal section relating to the IACC Daycare closure; Ms. Schlather said their decision to close the center was the best action for them.

Adjournment

On motion, the meeting adjourned at 5:05 p.m.

Respectfully submitted by Karen Fuller, Deputy Clerk