

**COMMITTEE MEETING
INDIAN LAKE, NY
THURSDAY
APRIL 14, 2011**

Members present:

Bill Farber, Barry Hutchins, Clark Seaman, and John Frey

**HEALTH AND HUMAN SERVICES
10:00 AM**

Also present: Beth Ryan and Pete Klein

Beth reviewed the Annual Report for 2010 that Karen completed. Beth's question was what would the Board like to see in the Annual Report. Beth felt the 2010 Annual Report was lacking numbers. Bill stated he feels it needs to promote the agency as well as numbers. After some discussion it was decided to keep the current promotional piece and add a section with the numbers in the back.

Monies - fringe through COLA. Beth feels that we are not capturing our entire fringe that we could through COLA. That is the reason why they set up the COLA the way they did this year.

Beth stated that she had Mike McCarthy come and review the 2011 State Aid Application with her and Kristen. In reviewing the Application they did identify that we are entitled to \$30,000.00 from 2010. Money had been backed out for the Personal Care Program. They contacted the State and the State will be sending that \$30,000.00 to us. Social Services operates the Personal Care Program not us, so we are entitled to that money.

Revisions were then made on the 2011 State Aid Application with the Maintenance in Lieu of Rent. \$15,000.00 was backed out of the 2010 Application, so we will also be getting that in addition to the \$30,000.00.

Mike also increased the percentage of our in-direct cost to adjust our revenue offset. In-direct cost is the cost the County provides to the Nursing Service.

Administration costs for Public Health and the Certified Home Health Agency need to be adjusted. Mike suggested that we change some administrative things under the Certified Home Health Agency.

Beth then wanted to talk about staffing. She has a nurse that needs a title change from a CHHA Nurse to a Public Health Nurse. To be a Public Health Nurse you need a bachelors degree which this particular nurse does have. It was decided that Beth needs to write a resolution for the May Board meeting.

Beth stated she still needs a CHHA nurse. They have three right now, but Avis will be transferring over to Public Health so that will leave only two. Beth also wants a Health Educator for keeping up the website, preparing for events, etc. She would like someone who is computer savvy.

It was decided to advertise for both a Registered Nurse and a Health Educator.

Beth Waldron still does not have a title. Kim was researching this with other Counties. Discussion continued on either it should be Assistance Director of Patient Services or Deputy Director of Patient Services. It was decided Beth Waldron's title should be Deputy Director of Patient Services.

Beth reported the Adirondack Rural Health Network contract has lapsed for \$5,000.00. It was suggested that Beth write a resolution to continue with the Network.

Beth reviewed office space changes that they have started doing. Bill did offer the Building or Highway employees to help move desks, filing cabinets etc, but not to wait too long, because they will be getting busy with the warm weather coming.

Up Coming Events – These are new programs.

- Ask the Nurse – Is a questions/answer session. It will be offered in every Town. It will be a different topic every month.
- Morning Out With Mommy & Me – It is going to focus on immunizations, nutrition and activities.
- Immunization Clinics – We haven't had any clinics in at least a year and a half. Dr. Rider in Long Lake is very interested in doing this again.

The Sheriff's Office contacted Beth in regards to co-sponsoring a program called Proper Disposal of Medications. She will be meeting with them to coordinate an event in the Speculator area on April 30th.

Bio-Terrorism/Emergency Preparedness – Joyce is retiring at the end of June and the funding is now flowing through Don Purdy. Beth wants to know where this will leave the program. Bill suggested she setup a Central Government and Health and Human Services meeting to meet with Don and any of the Supervisors to decide who is going to do what. Beth will set this up and let everyone know.