

**HUMAN SERVICES COMMITTEE MEETING MINUTES
TUESDAY, AUGUST 7, 2018
9:00 A.M.**

PRESENT: B. Donohue, M. Walker, D. Babbitt Henry, M. Falk, I. Coyle, H. Grant, S. Hillier, J. Gunther

ABSENT: D. Mahus, I. Davis

PRESENT AFTER MEETING CALLED TO ORDER: D. LeFeber

Human Services Chair Brenda Donohue asked Springwater Supervisor Deborah Babbitt Henry to lead the Pledge of Allegiance.

DEPARTMENT OF HEALTH – JENNIFER RODRIGUEZ

Action Item(s) To Be Reported

1. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACT(S) FOR THE LIVINGSTON COUNTY DEPARTMENT OF HEALTH – ECLINICAL WORKS, WARREN’S COMMERCIAL CLEANING

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract(s) for the Livingston County Department of Health, and any future amendments to said contract, according to the term(s) designated, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
eClinical Works	8/1/18- termination	\$750.00 - One time set up
Westborough Executive Park 2 Technology Drive Westborough, MA 01581		\$25.00 -Per Provider, Per Month
For: State Mandate interface with Rochester RHIO		

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
New York State Family Planning Grant	0%	Yes X No

Director’s Comments: This contract provides for a state mandate to interface with Rochester RHIO mandate.

Warren’s Commercial Cleaning	9/1/18-8/31/19	\$138.00/month
454 North Main Street Warsaw, NY 14569		
For: Janitorial Services for Warsaw WIC Clinic		

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
New York State WIC Grant	0%	Yes X No

Director’s Comments: This contract provides for janitorial services in the WIC clinic in Warsaw, NY.

Ms. Rodriguez reported that the first contract is for the State Mandate interface with Rochester RHIO and the second is for janitorial services for the Warsaw WIC Clinic

Motion: Mr. Falk moved and Mrs. Walker seconded to approve the foregoing resolution.....Carried.

2. AMENDING THE 2018 LIVINGSTON COUNTY SALARY SCHEDULE: DEPARTMENT OF HEALTH

RESOLVED, that the 2018 Livingston County Salary Schedule is amended as follows:

Department of Health:

- Convert one 4/5 Supervising Public Health Nurse position to a full-time position at the salary of \$30.61 per hour, effective 9/2/18.

Director’s Comments: This position change is entirely Title X grant funded, zero county cost. Due to increase

in clinics at SUNY Geneseo.

Ms. Rodriguez explained that this resolution will convert a 4/5 Public Health Nurse position to a full-time position to leverage staffing gaps due to an upcoming retirement. This position change is entirely Title X grant funded

Motion: Mrs. Walker moved and Mrs. Babbitt Henry seconded to approve the foregoing resolution....Carried.

Pre-approved Informational Item(s) To Be Reported

- Discussion of Social Host Law –

Ms. Rodriguez passed out a social host law fact sheet and social host ordinance FAQ. She explained that Social Host started in 2009, in Geneseo we adopted it as an ordinance and some of our neighboring counties do have a social host law and have seen some success. She reviewed the history of Social Host and explained that it is holding adults responsible for knowingly hosting an event where underage drinking is occurring. You are not identifying who is providing alcohol you are identifying where the minors are consuming the alcohol. Usually minors won't give up who provided them with the alcohol so this makes whoever is hosting an event liable. There was further discussion on social host law data. The committee requested that Ms. Rodriguez gather more information on how effectiveness of this law will be measured as well as gather more data from other municipalities that adopted this law to see what their data trends are.

Informational Item(s) Written Only

- Continue to focus on a Chronic Disease Prevention initiative entitled Be Well in Livingston (Nunda)- enhancing capacity of steering committee meetings, developing and implementing strategic plan for 2018-2019, Community Kick Off Event in 2018 in collaboration with Keshequa Action Partnership- new initiative led by Nunda Mayor, develop and implement media and outreach plan for 2018- Be Well banner and window clings are being placed throughout the community, Get Healthy with the Mayor initiative (*see attached below*), Americana Day Celebration in Nunda - highlighted and utilized Historical Walking Trail created by GVHP Be Well and the Nunda Historical Society.
- Beginning Community Health Assessment process using MAPP process in collaboration with UR Medicine I Noyes Health and GVHP, - community survey currently being conducted with media and outreach efforts, CHA Leadership Team met on July 17 to discuss MAPP process/next steps.
- Coordinating reaccreditation efforts- virtual site visit to be scheduled by PHAB on December 14, 2018.
- Responded to algae issue in Conesus Lake- implemented to include health alert on website, press release to media, and notification of partners.
- After Action Report completed regarding FL Exercise in April with list of strengths and areas of improvement.
- SHAPE weight watchers with 20 attendees with 384 pounds lost from April 2018 to July 9, 2018, coordinating smoking cessation classes at two county locations, and developed and distributed SHAPE newsletter.
- Enhanced Lead Poisoning Prevention Program website page on the LCDOH website
- Safe Harbours/ Human Trafficking- implementing media and outreach plan, coordinating training in September for community partners.
- Media and outreach efforts: Lead and Children with Special Health Care Needs, Bat Rabies, Physical Fitness and Fight the Bite/West Nile Virus.
- Assisting with grant applications in collaboration with GVHP regarding Be Well (Chronic Disease Prevention/CHIP).
- Conducting outreach at SUNY Geneseo Orientation regarding RHC services.
- Discussions with URMC regarding Cancer Services Program Grant transition.
- Communicable Disease and Surveillance team was part of a multistate involving 90 people from 26 states salmonella investigation related to raw turkey. While Livingston County only had one case, it demonstrates

how a simple communicable disease investigation could turn into something larger. The team also provided Hepatitis A prophylaxis to two Livingston County residents who had a direct link to a case in Minnesota.

- Early in July, Environmental Health sent out nearly 300 letters to homeowners in the vicinity of Conesus Lake who may be eligible to receive up to \$10,000 in funding to replace or repair their septic system. This is made possible by a \$75,000 annual allocation to Livingston County for such through the Environmental Facilities Corporation. Applications for the funding are being received and processed.

DEPARTMENT OF SOCIAL SERVICES – DIANE DEANE

Action Item(s) To Be Reported

1. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACT(S) FOR THE LIVINGSTON COUNTY DEPARTMENT OF SOCIAL SERVICES: AVON CENTRAL SCHOOL, DANSVILLE CENTRAL SCHOOL & LIVONIA CENTRAL SCHOOL

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract(s) for the Livingston County Department of Social Services, and any future amendments to said contract, according to the term(s) designated, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
Avon Central School 191 Clinton St. Avon NY 14414 For: School Based Preventive Case Management	9/1/18-8/31/19	\$45,000.00

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
60% Federal/State Preventive Funding; Schools pay local share of 40%	0%	Yes X No

Director's Comments: This program is continuing with some minor changes. We have removed the mileage and incidental expenses from this contract, updated the language defining preventive services to match regulations, and changed the language regarding onsite casework staff to match field work expectations.

Dansville Central School 284 Main St. Dansville NY 14437 For: School Based Preventive Case Management	9/1/18-8/31/19	\$45,000.00
---	----------------	-------------

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
60% Federal/State Preventive Funding; Schools pay local share of 40%	0%	Yes X No

Director's Comments: This program is continuing with some minor changes. We have removed the mileage and incidental expenses from this contract, updated the language defining preventive services to match regulations, and changed the language regarding onsite casework staff to match field work expectations.

Livonia Central School 40 Spring St. Livonia NY 14487 For: School Based Preventive Case Management	9/1/18-8/31/19	\$45,000.00
--	----------------	-------------

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
60% Federal/State Preventive Funding; Schools pay local share of 40%	0%	Yes X No

Director's Comments: This program is continuing with some minor changes. We have removed the mileage and incidental expenses from this contract, updated the language defining preventive services to match regulations, and changed the language regarding onsite casework staff to match field work expectations.

Ms. Deane explained that these contracts are renewals for case worker services. \$45,000 is a not to exceed

number.

Motion: Mr. Falk moved and Mrs. Walker seconded to approve the foregoing resolutionCarried.

Informational Item(s) Written Only

1. Statement of Appropriations (Monthly) (June) – Attached
2. Statistics (Monthly) (June)

Temporary Assistance Cases (TA):	June	% Change from Jan 1
Family Assistance	274	-6.48%
Safety Net	261	-16.35%
Total	535	-11.57%

Medicaid Cases (MA):		
Community	1630	-1.33%
Chronic Care	234	-3.31%
Foster Care	148	-3.27%
SSI	1273	0.00%
Total	3285	-1.05%

Livingston County Citizens receiving some form of Medicaid service:

Cases In Transit	29
NYSOH	6948
Livingston County DSS	4779
Total	11756

Food Stamp Only Cases:	2237	-6.32%
SSI Food Stamp Cases:	838	1.58%
Child Care Cases:	146	-2.01%

Clients thru the lobby (Unduplicated #):	697
Total # of individuals served by reception staff:	1441

Housing - Homeless Caseload:

Diversions	22
Housed	34
Total	56

Total Nights	468
Singles	409
2 Adults	9
Families	50

Total Clients in Temp. Housing at end of month	16
Clients entering Temp. Housing & remaining in the month	12

Section 8 Vouchers Leased Up:	520
--------------------------------------	-----

Child Support:	
Caseload Count	3,350

Dollars Collected \$652,457

Protective Services for Adults (PSA):	67	26.42%
<u>Financial Mgmt</u>	46	
<u>Home Mgmt</u>	41	
<u>Personal Care</u>	27	
Level I	7	
Level II	19	
Level I pending	1	
<u>Guardianship Cases</u>	6	
Awaiting discharge	3	
Pending	0	
Assessment assists	91	
Preventive Services:	68	-2.86%
<u>Probation caseload</u>	42	75.00%
<u>School based consults</u>	231	
<u>School based active</u>	4	
<u>TASA (Case Management for Pregnant/Parenting Teens) Active</u>	0	
Child Protective Services (CPS):		
New Assignments	41	
Foster Care	71	
Foster Children - DSS Custody	37	2.78%
Adoptions	0	

3. Employees hired, resigned or retired in July:

Mary Casaceli	Hired	Sr. Typist	7/2/18	Livonia
Colleen Jackson	Hired	Director of Admin. Services	7/10/18	Penfield
Kim Schifino	Promoted	Sr. Caseworker	7/15/18	Avon
Nickie LoVerde	Promoted	Caseworker Trainee	7/22/18	Piffard
Michelle Gause	Hired	Caseworker Trainee	7/23/18	Livonia
Donna Mankoff	Hired – Temp/PT	Senior Caseworker	7/23/18	Mt. Morris

4. Two new Directors have been hired. Colleen Jackson, Director of Administrative Services started July 10 and Amy Skinner, Social Services Division Director will begin on August 13. Thank you to Brenda Donohue who participated in the interview and selection process.

OFFICE FOR THE AGING – SUE CARLOCK

Action Item(s) To Be Reported

1. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING MEMORANDUM OF UNDERSTANDING FOR THE LIVINGSTON COUNTY OFFICE FOR THE AGING – GENESEO MIGRANT CENTER/GENESEEE VALLEY EDUCATIONAL CENTER

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following Memorandum of Understanding for the Livingston County Office for the Aging, and any future renewals to said contract for the Livingston County Office for the Aging, according to the term(s) designated, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
Geneseo Migrant Center	Date of execution –	.20 per word for translation
Genesee Valley Educational Center	June 30, 2019	\$30.00 per hour for
3 Mt. Morris – Leicester Road	subject to renewal	interpretation + mileage at
Leicester, NY 14510		IRS approved rate
For: Translation and Interpretation		

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
State and Federal Funding	0 - 25%	Yes X No

Director's Comments: Needed to ensure effective service to individuals whose primary language is not English. Geneseo Migrant Center is one resource for this purpose. The agency only pays upon usage.

Mrs. Carlock reported that they are required to have the ability to communicate with people who don't speak English as well as translate materials to other languages, including Sign Language. The agency only pays upon usage.

Motion: Mrs. Babbitt Henry moved and Mr. Falk seconded to approve the foregoing resolutionCarried.

2. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING SIGN LANGUAGE INTERPRETING SERVICES AGREEMENT FOR THE LIVINGSTON COUNTY OFFICE FOR THE AGING – CENTER FOR DISABILITY RIGHTS

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following Services Agreement for the Livingston County Office for the Aging, and any future renewals to said contract for the Livingston County Office for the Aging, according to the term(s) designated, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
Center for Disability Rights	Date of execution –	Rate Schedule
CDR Interpreting Services	ongoing	
497 State Street		
Rochester, NY 14608		
For: Sign Language Interpretation Services		

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
State and Federal Funding	0 - 25%	Yes X No

Director's Comments: Needed to ensure effective service to individuals who are deaf and hard of hearing and in need of an interpreter. Rates compare favorably with other providers.

Motion: Mrs. Babbitt Henry moved and Mrs. Walker seconded to approve the foregoing resolution....Carried.

3. AMENDING A PORTION OF RESOLUTION 2014-160

WHEREAS, Resolution No. 2014-160 authorized the Chairman of the Board of Supervisors to sign a contract with Cornell Cooperative Extension of Livingston County for Registered Dietician Services for the Livingston County Office for the Aging at a rate of \$30.00 per hour, and

WHEREAS, the personnel costs for the contractor have increased annually and the hourly rate has stayed the same since 2014; and

WHEREAS, the parties have agreed upon a rate increase effective August 1, 2018; now therefore be it

RESOLVED, that the Chairman of the Board of Supervisors is hereby authorized to sign a contract amendment for the Livingston County Office for the Aging, according to the term designated, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
Cornell Cooperative Extension of Livingston County	8/1/18-5/31/19	\$35.00/hour

3 Murray Hill Drive
 Mt. Morris, NY 14510
 For: Registered Dietician Services

<i>Funding Source</i> Federal (IIC2, IIC1) CSI, WIN	<i>Local Share</i> 0% - 25%	<i>Budgeted?</i> Yes X No
--	--------------------------------	------------------------------

Mrs. Carlock stated that the 2014 resolution for registered dietician services didn't include provisions for a rate increase. When we discussed extending the contract for another year the question came up about a rate increase. After doing research it was found that Orleans and Genesee County pay \$36 per hour, Wyoming County pays \$40 per hour and some other Counties pay up to \$55 per hour for registered dietician services. She explained that she would like to propose an increase to \$35 per hour.

Motion: Mrs. Walker moved and Mr. Falk seconded to approve the foregoing resolutionCarried.

4. AMENDING A PORTION OF RESOLUTION 2015-13

WHEREAS, Resolution No. 2015-13 authorized the Chairman of the Board of Supervisors to sign a lease contract with Dansville United Methodist Church for space for the Congregate Nutrition Program for the Livingston County Office for the Aging at a rate of \$6,000 (six thousand dollars) per year to be paid in 12 equal monthly installments of five hundred dollars (\$500.00), and

WHEREAS, the annual rate has been the same since 2015 and the Contractor is amendable to an increase at this time;

RESOLVED, that the Chairman of the Board of Supervisors is hereby authorized to sign a contract amendment for the Livingston County Office for the Aging, according to the term designated, subject to review by the County Attorney and County Administrator:

<u>Contractor</u> Dansville United Methodist Church 5 Chestnut Avenue Dansville, NY 14437 For: Congregate Meal Program space	<u>Term</u> 8/1/18-12/31/18 with options for annual renewals until 12/31/20	<u>Amount</u> \$530.00/month
---	--	---------------------------------

<i>Funding Source</i> IICI	<i>Local Share</i> 10%	<i>Budgeted?</i> Yes X No
-------------------------------	---------------------------	------------------------------

Mrs. Carlock explained that the above contract was originally signed in 2015 for the congregate meal program. Since then there has been several improvements done to the facility; consequently she would like to increase the monthly rent from \$500 per month to \$530 per month.

Motion: Mrs. Walker moved and Mrs. Babbitt Henry seconded to approve the foregoing resolution...Carried.

Informational Item(s) Written Only

Program Updates:

Served Client Summary

Livingston
 01/01/2018 and 06/30/2018
 Report Run Date: 07/19/2018

NAPIS Service Type Summary

NAPIS Service Type	Total Units	Total Units Jan- June 2017

Caregiver Services	207.00	251.00
Case Management	1,088.50	849.50
Congregate Meals	12,391.00	12,784.00
Health Promotion Services	613.00	420.00
Home Delivered Meals	24,750.00	24,640.00
Information & Assistance	902.25	745.25
Legal Services	128.90	107.50
Nutrition Counseling	12.00	15.00
Nutrition Education	2,499.00	2,541.00
Personal Care	2,713.00	1,781.5
PERS – Personal Emergency Response System	3,068.00	3,179.00
Transportation	2,522.00	3,045.00

New programming:

The first Explore Your Future Training series is being offered in August 2018.

The first Aging Mastery Program (AMP) series is being offered in September 2018.

Senior Law Day is being planned for October 2018

Program Updates:

Two Tai Chi for Arthritis classes are anticipated for Fall 2018.

Medicare 101 was offered July 11, 2018.

Foodlink Shelf Stable Food was distributed to all Senior Nutrition program participants this month.

Senior Nutrition Farmers Market Vouchers, along with program information, have been distributed at 13 locations throughout the country. Three additional locations were added this year. Over 300 booklets have been issued to date at a value of \$6,000 to be spent at participating local Farmer’s Markets and stands.

WORKFORCE DEVELOPMENT – RYAN SNYDER

Pre-approved Informational Item(s) To Be Reported

1. Community Center Feasibility Study Results with Bill Bacon and Sue Carlock

Mr. Snyder explained that in 2017 a steering committee was formed to explore the development of a community center and/or more recreational opportunities for the County. The committee consists of over 25 members with representatives from the private sector, public schools as well as the senior community.

Bill Bacon stated that for the most part a community center will benefit the quality of life aspect in our area. A project like this tends to favor a public lead initiative because it cannot offer a high enough return on investment. The public sector can operate the facility on a break even scale.

Mr. Snyder explained that a consultant was hired from Johnson Consulting and a study was done to gain a clear understanding as to who would utilize a community center, what demand it would fill, what type of events we could attract, and how other communities, of comparable size and market, have done this. A survey was done to try and answer these questions and almost 2,000 responses were received. It was found a large population in our county need a place to gather, including a large population of retiree’s as well as 24 and under who could use a community center for after school activities as well as educational opportunities. 45% of responders felt sports

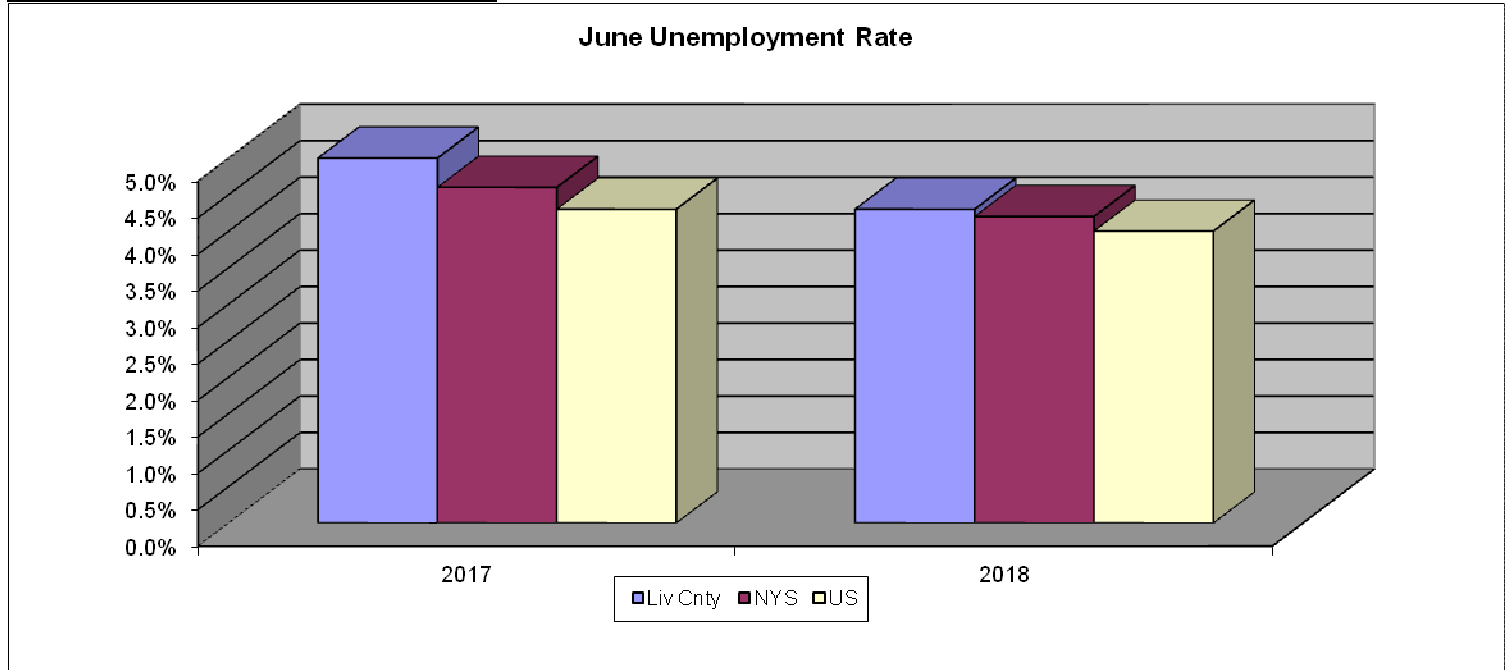
and recreation are a top community need and 85% supported using public funds to develop a project. 77% stated they would pay a fee and 80% said they would travel more than 5 miles to use the facility. Overall, there was overwhelming support for the concept from county residents.

Sue Carlock provided information on the responses she received from the senior community. She explained that there was overwhelming support for the concept as it would fill a top need for seniors. She added that she couldn't believe the number of survey responses they received from the senior community.

Mr. Snyder explained that the study also concluded that our market is not currently oversaturated and a new community center, with amenities for all age groups, is a high demand from the local perspective. Mr. Snyder further explained the expert's opinion on the size and scope a center in our community could support. It was recommend that we have an approximate 43,000-56,000 square foot indoor facility with a combination of 1 or 2 indoor courts, indoor walking track, 1 turf field, fitness center, a multi-use community space as well as an opportunity for retail partnerships. The cost estimated for the project is around 8.5 – 15 million. He further explained the experts findings as far as prime locations and it was determined that the property at Hamptons Corners would be an optimal location.

There was further discussion on location and partnership options for a community center. The committee agreed that they would like to have the consulting company do a presentation at an upcoming Board of Supervisors meeting to include the entire Board on the discussion and next step options.

Informational Item(s) Written Only



Unemployment for Livingston County in June of 2018 was 4.3%, which is a significant decrease from the same period in the prior year (5.0%). The unemployment rate for Livingston County remained slightly above the state and national averages during these periods.

Department Activity Report

Activity	June 2018
Positions with Openings	189
Total Openings (including multiple vacancies)	313
Workshop Participants	45
Adults/Youth in Training	21

Public Assistance Entries to Employment	11
ESOL Students in Education	15

CSBG Delegate Agency Report - FFY 2018

Contractor: Catholic Charities

Benchmark	Goal	1	2	YTD	% of goal
Emergency Housing Payments	45	8	14	22	49%
Emergency Utility Payments	55	7	10	17	31%
Emergency Food	50	27	0	27	54%

Contractor: Chances and Changes

Benchmark	Goal	1	2	YTD	% of goal
Emergency Shelter	40	2	4	6	15%
Emergency Shelter - Homeless	36	13	2	15	42%
Emergency Housing Financial Assistance	40	32	8	40	100%
Emergency Utility Payments	30	8	8	16	53%
Jemison - Enter Employment	10	3	2	5	50%

Contractor: Noyes

Benchmark	Goal	1	2	YTD	% of goal
Eligible for Subsidy - Elderly	90	71	9	80	89%
Eligible for Subsidy - Disabled	15	12	0	12	80%
Full Subsidy	5	6	0	6	120%

Contractor: GPOC

Benchmark	Goal	1	2	YTD	% of goal
On-Site Exams	80	22	22	44	55%
Pre-Employment Physicals	25	1	3	4	16%
Health Care for Chronic Conditions	30	11	16	27	90%
Health Care for Children	15	1	0	1	7%

Program Report

Fall Job Fair - Job Fair Committee is planning for a fall event 9/19 at the Lakeville Training Grounds
 CSBG Local Share - NYS has eliminated the 25% local share match for the CSBG program
 Summer Employment - 52 low income youth started employment at 32 sites throughout the County
 Hands on Careers - 5 youth participated in a work crew at Murray Hill building trails and landscaping
 CNA Training - applications for the fall CNA training program will be collected between 7/23 and 8/10
 Literacy West - opened an office on Chapel Street in Mt. Morris and will be offering free literacy programs

CENTER FOR NURSING & REHABILITATION – FRANK BASSETT

Action Item(s) To Be Reported

1. **AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACT(S) FOR THE LIVINGSTON COUNTY CENTER FOR NURSING AND REHABILITATION– CORETACTICS, INC.**

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract(s) for the Livingston County Center for Nursing and Rehabilitation, and any future amendments to said contract, according to the term(s) designated, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
-------------------	-------------	---------------

Coretactics, Inc.
 250 Osborne Road
 Albany, NY 12205

N/A

\$225.00/hr., 50% during
 travel plus expenses. Not to
 exceed \$5,000.00.

For: Consulting services to assist with MDS 3.0 coding review, CMS Quality Measures, CMS Five Star Rating and other quality and reimbursement matters.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
Operating Budget	N/A	Yes X No

Director's Comments: The Centers for Medicare and Medicaid Services (CMS) updated the Nursing Home Compare website on 7/25. The CNR declined from 3-star to 2-star for Quality Measures. A 2-star status indicates below average performance. Director Bassett proposes retaining CoreTactics, a healthcare consulting firm, to assess the accuracy of Minimum Data Set submissions and to provide training to the MDS Coordinators and licensed nurses regarding MDS coding requirements and approaches to improve the Quality Measure star rating. Increasingly, insurers and other payers are moving towards the use of quality measures in contracting and rate negotiation decisions.

Motion: Mrs. Babbitt Henry moved and Mrs. Walker seconded to approve the foregoing resolution...Carried.

2. AWARDING BID FOR THE LIVINGSTON COUNTY CENTER FOR NURSING AND REHABILITATION FOR MEDICAL SUPPLIES – HEALTH SYSTEM SERVICES, LTD.

WHEREAS, after the proper legal advertisement seeking bids for Medical Supplies, two bids were received and opened on July 20, 2018, now, therefore, be it

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is authorized to sign the following contract, which is hereby accepted as the lowest responsible bid, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
Health System Services, Ltd. 6867 Williams Road Niagara Falls, NY 14304	09/01/18-08/31/21, w/ two 1-year renewals ending 8/31/23	Fee Schedule

For: Provision of Medical Supplies for Non-Medicare Part A Covered Residents

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted?</i>
Operating Budget	N/A	X Yes No

Director's Comments:

The contract pricing is firm for three years. The term provides for two additional one (1) year terms, at the County's sole option ending August 31, 2023.

Mr. Bassett explained that two bids were received, one of which was non-responsive, for provision of medical supplies for non-medicare part A covered residents. The contract pricing is firm for three years. The term provides for two additional one (1) year terms.

Motion: Mr. Falk moved and Mr. LeFeber seconded to approve the foregoing resolutionCarried.

Pre-approved Informational Item(s) To Be Reported

1. FINANCIAL/OPERATIONAL UPDATES: Mr. Woodruff reviewed the current occupancy, cash flow and budget variance reports. While we are under budget for Medicaid, we are over budget for private pay. We are under budget for overall operations. We did see Garden of Life occupancy increase and we are over budget.

- a.) Occupancy - As of July 27, 2018 occupancy was 90.3% for the month, YTD 92.2%. -
- b.) Cash Flow - The CNR's Cash Flow Report as of July 20, 2018 reflects \$23,106,808 in reserves.
- c.) Budget Variance - The May 2018 budget variance report will be distributed and discussed at the committee meeting.

Mr. Woodruff further explained that the plan corrections referenced for the SOD that was received June 11th, was accepted. They expected resurveying from the Department of Health after 8/8, however; they came in this morning so they will resurvey a response with the hope of being placed back into substantial compliance. They did receive a letter from the Department of Health yesterday indicating that they will be imposing a CMP, similar to what was received from CMS. The amounts and more information are unclear.

Informational Item(s) Written Only

1. Reports - Absenteeism, Mandation, FMLA, Payroll Performance, Work Related Injuries, Report Card
2. Current FT Nursing Assistant vacancies are: Night Shift – 11, Evening Shift – 8, Day Shift – 4.
3. Nurse Recruitment – The CNR is actively recruiting qualified applicants.
There are currently 5 Full Time and 2 Part Time evening shift LPN and 1 Part Time day shift vacancies.
There are currently 3 Full Time RN day shift vacancies.
4. EPC Project Activities – 1. Lighting System Upgrade: a tentative schedule for September has been established, with an estimated completion time of four weeks. 2. Boiler Replacement - The boilers have been tied into the closed water loop system; the natural gas has been connected; the circulating pumps have been installed and the electric has been installed to the boilers. 3. Chiller Replacement- discussion of scope for replacement with engineering has been initiated, a schedule is in process of being developed. 4. Plate Heat Exchanger - August is the tentative schedule for the addition of heat exchanger plates, which will facilitate cooling in the chiller, when it is off cycle. 5. Cooling Tower – initial discussions has been entered regarding scope of work. 6. Dialysis Extension Clinic – The demolition phase of the project is complete. Electrical circuits and associated components are being installed. The majority of the walls have been erected.
5. Director of Fiscal Services recruitment – The CNR is continuing the candidate search for qualified applicants.
6. Personal Care Assistants (PCA's) – The PCA's have made an immediate resident and operational impact on Neighborhood throughout the Center. All 17 of the newly created PCA items have been filled; some new hires are awaiting processing and orientation.
7. The Plan of Correction has been accepted by the NYS-DOH. The Center anticipates an on-site visit to assess compliance of plan after 08/08/18.
8. The Center received a Civil Monetary Penalty (CMP) from the Centers for Medicare and Medicaid Services (CMS), in the amount of \$10,805.00 in response to the Abbreviated Survey, completed on 06/11/18. The Center has waived the right to appeal this matter, resulting in a 35% reduction of this fine.
9. The Center hosted the Red Cross for a blood drive on August 2, 2018.
10. The Center will be celebrating its Annual Carnival on August 22, 2018. The event will highlight an antique car show, games, entertainment, and a chicken barbeque. All Residents, families and guests are invited to attend.

OTHER BUSINESS

1. The County Administrator introduced Joe Guenther, the new Administrative Intern and explained the projects he will be working on in the County Administrator's office.

ADJOURNMENT

Mrs. Walker moved and Mrs. Babbitt Henry seconded to adjourn the meeting at 10:14 a.m.

Respectfully submitted,

Ashley Scutt
Secretary to the County Administrator