

MINUTES

HEALTH AND MEDICAL SERVICES COMMITTEE

Monday, August 1, 2022 10:00 a.m.

Present: Supervisors Robusto, Groat, Bender, Brady, Chatfield, Metler and Eygnor, County Administrator Rick House, Fiscal Assistant Brian Sams, Director of Mental Health Jim Haitz, Deputy Director of Mental Health Ed Hunt, Nursing Home Administrator Jeffrey Stalker, Nursing Home Comptroller Barbara Keefe, Public Health Director Diane Devlin, Deputy Director Kerry VanAuken, Principal Account Clerk Heather Loucks and Supervisor of Children with Special Needs Lisa Odell. Supervisor Miller was not present for the meeting.

Minutes from the July 5th Committee meeting were approved as written.

Financial/performance reports for the Mental Health Department were distributed with the agenda. Through the first six months of the year the Department received revenue of \$6.64 million and had expenses of \$4.59 million. Mr. Haitz said the Department is having an exceptional strong performance with over \$2 million of revenue over expenses. The Department had two new revenue sources in 2022 that were not included in the budget, as they were not known. The first is an underpayment settlement from Excellus Insurance Company for \$650,000, the second was an IGT payment of \$350,000.

The following transmittals were presented for the Mental Health Department:

--Authorization for the Chairman of the Board to sign a contract with the Wayne County Veterans Service Agency to establish a Peer Support Program. The Mental Health Department received \$100,000 in State funding for the program, which will be administered by the County's Veterans Agency. The two County Departments will work together to develop a structure for the new program. Approved 4-0.

--Authorization to amend the budget due to receipt of additional State Aid totaling \$12,267. Additional funds will be used to expand services provided to the Mental Health Department by ARC of Wayne. Approved 4-0.

Mental Health is anticipating resignations from two full-time physicians, which will occur at the end of the year. This is in addition to the two part-time physicians that left earlier this year. Mr. Haitz said this will create a strain on medical/psychiatric services. The Department will continue recruitment efforts and may need to utilize Locums services if they are unable to hire staff. Director Haitz wanted the Board to be aware of this impending situation as the Department may ultimately need to pause accepting referrals for new patients if they are unable to bring on the necessary medical staff. He also appraised the Committee of a potential future need to add

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a Nurse Practitioner to the staff. Supervisor Groat stated the need for Mr. Haitz to keep the Human Resource Director, County Administrator and Chairman of the Board up to date on his staffing concerns.

Prior to the meeting, Committee members were provided with a copy of the Nursing Home's audit for the year ending December 31st 2021. Bonadio Representatives Rich Leicht and Randy Shepard noted the Facility's 2020 cost data report was used for comparison purposes in the audit. Also present for the presentation was County Treasurer Patrick Schmitt and County Auditor Kristen Scott. Some audit hi-lights:

- Cash on Hand: Increased due to investments that matured during the year and were not reinvested by the end of the year. The Facility is in strong financial state.
- Accounts Receivable: Gross accounts receivable increased due to an increase in outstanding Medicaid balance from November and December 2021. The payment has yet to be received from Medicaid for this time period.
- Capital Assets: The Facility depreciated \$244,000 during the year.
- Investments: Decreased due to investments that matured during the year and haven't been reinvested.
- Bonds Payable: Reduction primarily due to debt repayment.
- Third-Party Reserves: Significant components of current year balance include estimated amounts related to potential roll forward of the base year audit offset by an outstanding appeal. Appeals were received for prior year activities. Other payments received during the year were reviewed.
- IGT: \$3.1 million was received by the Facility, an amount determined by the State Department of Health and County participation levels. The amount received was lower than the prior year; it is anticipated this number will increase in 2022.
- Occupancy Rate: 90% in 2021.
- Operating Expenses: Decreased from the previous year to \$3 million. In 2021 the Facility received additional funding for employee COVID testing and \$730,000 in additional bad debt expense.
- Net Position: \$32,776,742, up \$1.7 million.
- Minimum Staffing Requirements: Mr. Leicht stated all Nursing Homes in the State are required to maintain 3.5 hours of nursing care per resident day, with no less than 1.1 hours of care from a licensed nurse and no less than 2.2 hours of care from a certified nurse's aide. 75% of a facility's revenue must be spent on resident care. The State has a formula for implementing/enforcing this.

During their audit Bonadio auditors observed deficiencies in Medicaid billing, as there was a significant decline in cash receipts in early 2022 for outstanding Medicaid balances due from the end of the 2021. Nursing Home Management told auditors inquiries were made to the State for reimbursement; however, there was a change in personnel in the Nursing Home's billing

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department, and due to their inexperience, the filing of claims is questioned. Nursing Home Management requested the State Department of Health waive the 90-day bill submission requirement for these claims due to noted personnel circumstances; however, due to the uncertain outcome of the request, Bonadio recorded a material audit adjustment for the allowance of uncollectable accounts against outstanding Medicaid receivables in the amount of \$650,000.

Auditors recommended: 1) Nursing Home Management develop and implement a policy of communication and immediate response for this type of situation so timely action is taken to resolve any irregularity in the billing and cash receipts cycle. Mr. Leicht stressed the need to make immediate contact with the State Department of Health when such issues occur. 2) The audit also recommended a system of cross-training be implemented in the Nursing Home so finances are not reliant upon one individual. 3) The last recommendation was an evaluation of staff currently performing billing for the Nursing Home to make sure they are knowledgeable and/or trained to perform the task. Management at the Nursing Home responded saying their Compliance Officer has worked directly with billing staff to navigate, document and correct all Medicaid billing issues in a timely manner. The Facility has also cross-trained billing staff in all billing processes and established a Deputy Health Services Comptroller position. At this time Medicaid billing at the Nursing Home is up to date. Ms. Keefe stated the Facility is advocating claims from December 2021 were filed in a timely manner.

Supervisor Groat stated the need to fully staff the Nursing Home so County residents can once again be admitted. He questioned the pay rate needed so the Facility could break even on operational expenses. Mr. Stalker said the Union recently approved Nursing Home staff working 12-hour shifts if preferred; it is hoped this will help with recruitment and retention.

Monthly financial reports for the Nursing Home were reviewed by Ms. Keefe. The Facility had \$7.95 million in revenue in the first six months of the year and \$8.66 million in expenses. The cash balance at the Nursing Home at the end of June was \$7 million, with \$26.9 million in short term investments. Facility revenues are down reflecting the lower occupancy rate.

Mr. Stalker noted there were 71 vacant positions at the Nursing Home at the end of July, 31 of this number are full-time Certified Nursing Assistants. Efforts continue to fill vacancies. A new Director of Nursing will begin later this month. Overall Medicare 5-Star rating for the County's Nursing Home is 3 stars. The Nursing Home had one admission during the month and is keeping within the State's staffing mandate.

The following transmittals were presented for the Nursing Home:

--Authorization to set the salary for the Director of Nursing at \$95,034. Mr. Stalker noted how this salary was reviewed and set by County's pay plan committee. Approved 4-0.

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--Authorization to set the salary for the Assistant Director of Nursing at \$84,852. Approved 4-0.

Mrs. Devlin stated Lisa Odell and Heather Loucks, have been in contact with Cortland County regarding their successful in-house operated speech/physical/occupational therapies and special education for their Early Intervention Program. Mrs. Odell explained Cortland County perform their services on a full-time employee basis; each therapist performed 27-35 visits per week. However, they are replacing full-time staff members with part-time as retirements and resignations occur. She noted part-time employment attracts retired persons and those who work at other facilities full-time and want another source of income. The employees in Cortland's program work remotely, so not to be wasting time coming into the office daily. The State reimburses core evaluations at \$367 and individual services at \$63. Mrs. Odell said she believes Wayne County hired four part-time Therapist and one full-time Supervisor they could make an in-house program work.

Mrs. Loucks compared the cost for Wayne County to have an in-house Early Intervention Program with four part-time Therapist and both a part-time and full-time Supervisor. Both ways the County spends less money than it would by contracting with the Roosevelt Center for this service, and having extreme difficulty in finding individuals to perform core evaluations within the 45-day timeframe the State gives. The cost of a contract with Roosevelt was included in the Department's 2022 budget and in the 2023 budget, even though they cannot fulfil services. Cortland County also provided Wayne County with job descriptions for the positions they have for staff of their in-house Early Intervention Program.

The monthly activities report for the Public Health Department was reviewed.

- Immunizations: Six adults, 11 children and 13 COVID immunization shots were given during July.
- Communicable Diseases: The local Department was made aware of 48 reportable diseases requiring investigation.
- Lead: During the past month two children were suspected of high lead levels.
- TST Clinic: Four tests were given; however, there was no need for referrals.
- Rabies: The next drive-thru clinic is scheduled for August 20th at the Sodus Medical Center. The Department received reports of 28 animal bites with concern of rabies in July, eight specimens were submitted for tests and six returned negative. At this time seven individuals are receiving rabies post-exposure treatment.
- Adult Use Cannabis: 223 cannabis cultivator licenses have been approved by the State, three of these are in Wayne County. It is illegal to sell or gift cannabis in exchange for another good, or grow it at your home. The State's Office of Cannabis Management has provided little direction on enforcement of the rules and regulations they established for cannabis cultivators. Concern was noted regarding a business in the County that is currently "gifting" marijuana when paying for a club membership. This is illegal. It was also noted that one establishment, there are marijuana plants growing in a back room.

Mrs. Devlin said the local municipality should call the police on the individual as growing marijuana plants is illegal at this time. She also noted, each town and village can look into making changes in their zoning laws regarding the growth and distribution of cannabis. The local Public Health Department is available to provide educational sessions on cannabis use to any municipality that request it.

- Monkey pox: The State declared a State of Emergency on this issue July 28th due to the increased number of diagnosed cases. The disease is transmitted through close contact. At this time, Wayne County does not have any vaccine to help prevent the disease; however, Monroe County does.
- Public Health Education: Two bicycle helmets were distributed, two car seats inspected and two new car seats issued, two presentations were made on extreme heat and the HEAP Cooling Program and one on managing high blood pressure.
- CHA Updates: At the last meeting evidence based interventions were chosen for the established priorities and focus areas. The first priority is to promote well-being and prevent mental and substance use disorders, the second to prevent chronic disease. Low income is the disparity chosen.
- COVID-19: The 7-day positive rate in Wayne County is 6.8%; the CDC has designated Wayne County as being at medium risk for transmission of COVID-19. There have been 24,754 total COVID cases reported in the County, as of today's date five individuals were in the hospital being treated for COVID. To date there have been 158 COVID related deaths in the County. COVID vaccination clinics at the Public Health Department are being held by appointment; however, walk ins will still receive the vaccination upon request.
- Financial: Mrs. Loucks reported \$84,785 has been claimed through the Public Health Fellowship Corps Grant and \$5,751 received, \$1,005,810 claimed through the COVID ELC tracing grant and \$289,310 received and \$1.5 million claimed under the COVID ELC school opening grant and \$1.4 million received. COVID reimbursement claims are running approximately eight months behind submission. The Department's 2023 budget reflects reduced COVID administrative billing and COVID costs to claim to grants. Mrs. Devlin noted the County is mandated to provide services under Pre-K Children with Handicapping Conditions and the Early Intervention Programs. Pre-K transportation and tuition increases are directly affecting the Department's 2023 budget with an increase of \$772,000. The proposed County cost of the Public Health budget, after State Aid reimbursement, is \$311,000. This figure includes the change for staff to a 37.5 hour work week. Mrs. Devlin said she would like to add a Public Health Program Coordinator position to the 2023 budget. She requested discussion time with Mr. House for further vetting purposes. If approved, she will seek approval from the Committee to add to the Public Health 2023 budget. The Coordinator position will specifically work on CHA and CHIP development, current CHIP activities, and re-accreditation efforts.

Mrs. Devlin presented a transmittal requesting authorization to amend Board Resolution No. 406-19 in relation to extending the expiration date on a contract with ARC of Wayne until the end of 2022. Approved 4-0.

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Mrs. Odell questioned where the Committee stood on the establishment of an in-house Early Intervention Program, stating this program would take months to establish and the contract with ARC of Wayne for this service is only through the end of 2022. She noted the amount of time it will take to get an in-house program operational, noting State approval for the action is required. It was agreed a proposed in-house Early Intervention Program Plan would be brought before the Committee next month.

The meeting adjourned at 12:11 p.m. The next meeting of the Health and Medical Services Committee is scheduled for Tuesday, September 6th at 11:30 a.m.