

HEALTH & HUMAN SERVICES COMMITTEE MEETING MINUTES
September 11, 2019

The Health & Human Services Committee of the Broome County Legislature met on Wednesday, September 11, 2019 in the Legislative Conference Room, Sixth Floor, Edwin L. Crawford County Office Building, Binghamton, New York.

Members Present: J. Shaw (Chair), M. Hilderbrant, C. O'Brien, M. Kaminsky, S. Ryan.

Members Absent: None

Others Present: K. Medinosky, T. Survilla, K. Petrylak, K. White, DSS; L. Schuhle, T. Eaton, OFA; R. Kaufman, J. Phelps, Health Department; J. Knebel, G. Bucciarelli, OMB; C. Cramer, Executive.

The Health & Human Services Committee meeting was called to order by the Chair at 4:00 PM. Ms. O'Brien made a motion to move the agenda, seconded by Ms. Kaminsky.

The Committee took the following action with regard to the matters before it:

Before voting on the resolutions, the Chair requested all renewals, which are Resolutions #26, #27, #28, #30, #31, #32, #33, #34, #38, #40, #41, #42, #43, and #44, to be grouped together and voted on in a single vote. Ms. Kaminsky made a motion to consider the resolutions as one vote, seconded by Mr. Hilderbrant. The vote to consider the resolutions as one vote carried, Ayes-5, Nays-0. The resolutions grouped together carried, Ayes- 5, Nays- 0

#25 [RESOLUTION AUTHORIZING AMENDMENT TO THE AGREEMENT WITH NURSE CONNECTION, INC. AND NURSEFINDERS, LLC FOR TEMPORARY STAFFING SERVICES FOR THE WILLOW POINT REHABILITATION AND NURSING CENTER FOR 2019](#)

In response to a question from the Committee, Mr. LaClair stated the staffing at WPNRC is "more dire than ever." Supervisors are taking on additional responsibilities while supervising. Mr. LaClair attributes the staffing issue to a shortage of nurses not only in Broome County but throughout the Country. Mr. LaClair would like to incentivize nurses to prevent turnover, but the Unions that represent the nurses will not allow a small segment of nurses to receive incentives while other County-employed nurses do not receive incentives. Another issue is the salary/benefit differential between hospitals and nursing homes. Hospitals are able to offer a significantly higher salary to the same nurses WPNRC is looking to hire.

Carried. Ayes- 5, Nays- 0

#26 [RESOLUTION AUTHORIZING RENEWAL OF THE SNAP EMPLOYMENT AND TRAINING PROGRAM GRANT FOR THE DEPARTMENT OF SOCIAL SERVICES, ADOPTING A PROGRAM BUDGET AND AUTHORIZING AN AGREEMENT WITH BROOME COUNTY COUNCIL OF CHURCHES FOR SERVICES RELATED TO SAID PROGRAM FOR 2019-2020](#)

Carried. Ayes- 5, Nays- 0

#27 [RESOLUTION AUTHORIZING RENEWAL OF THE HOME ENERGY ASSISTANCE PROGRAM \(HEAP\) GRANT FOR THE DEPARTMENT OF SOCIAL SERVICES AND ADOPTING A PROGRAM BUDGET FOR 2019-2020](#)

Carried. Ayes- 5, Nays- 0

#28 RESOLUTION AUTHORIZING RENEWAL OF THE CHILD CARE AND DEVELOPMENT BLOCK GRANT FOR THE DEPARTMENT OF SOCIAL SERVICES AND ADOPTING A PROGRAM BUDGET FOR 2019-2020

Carried. Ayes- 5, Nays- 0

#29 RESOLUTION CONFIRMING APPOINTMENTS TO MEMBERSHIP ON THE BROOME COUNTY HEALTH ADVISORY BOARD

Ms. Kaminsky made a motion to amend this resolution, seconded by Mr. Hilderbrant. Mr. Richard Moose was previously listed as living in Potsdam. He has since changed his address and is now a Broome County resident. His new address is listed as 30 Richards Road, Chenango Forks, NY 13746. The resolution was amended to remove the 2nd, 3rd and 4th "Whereas" and the "Further Resolved" paragraphs.

Amendment Carried. Ayes- 5, Nays- 0

Resolution Carried as amended. Ayes- 5, Nays- 0

#30 RESOLUTION AUTHORIZING RENEWAL OF THE CHILD PASSENGER SAFETY PROGRAM GRANT FOR THE DEPARTMENT OF HEALTH AND ADOPTING A PROGRAM BUDGET FOR 2019-2020

Carried. Ayes- 5, Nays- 0

#31 RESOLUTION AUTHORIZING RENEWAL OF THE AGREEMENT WITH THE CHEMUNG COUNTY HEALTH DEPARTMENT FOR PROFESSIONAL SERVICES FOR THE DEPARTMENT OF HEALTH'S CANCER SERVICES PROGRAM OF THE SOUTHERN TIER FOR 2019-2020

Carried. Ayes- 5, Nays- 0

#32 RESOLUTION AUTHORIZING RENEWAL OF THE CANCER SERVICES PROGRAM OF THE SOUTHERN TIER GRANT FOR THE DEPARTMENT OF HEALTH AND ADOPTING A PROGRAM BUDGET FOR 2019-2020

Carried. Ayes- 5, Nays- 0

#33 RESOLUTION AUTHORIZING RENEWAL OF THE CREATING HEALTHY SCHOOLS AND COMMUNITIES PROGRAM GRANT FOR THE DEPARTMENT OF HEALTH AND ADOPTING A PROGRAM BUDGET FOR 2019-2020

Carried. Ayes- 5, Nays- 0

#34 RESOLUTION AUTHORIZING RENEWAL OF THE COMMUNITY CANCER PREVENTION IN ACTION PROGRAM GRANT FOR THE DEPARTMENT OF HEALTH AND ADOPTING A PROGRAM BUDGET FOR 2019-2020

Carried. Ayes- 5, Nays- 0

#35 RESOLUTION AUTHORIZING AN AGREEMENT WITH FOSTER MARTIN ADVERTISING FOR PROFESSIONAL ADVERTISING SERVICES FOR THE DEPARTMENT OF HEALTH'S COMMUNITY CANCER PREVENTION IN ACTION PROGRAM GRANT FOR 2019-2020

Carried. Ayes- 5, Nays- 0

#36 RESOLUTION AUTHORIZING AN AGREEMENT WITH VARIOUS VENDORS FOR SERVICES RELATED TO THE DEPARTMENT OF HEALTH'S CREATING HEALTHY SCHOOLS AND COMMUNITIES GRANT FOR THE FOR 2019-2020

Carried. Ayes- 5, Nays- 0

- #37 RESOLUTION AUTHORIZING AN AGREEMENT WITH VARIOUS VENDORS FOR SERVICES RELATED TO THE DEPARTMENT OF HEALTH'S COMMUNITY PREVENTION IN ACTION PROGRAM GRANT FOR 2019-2020
Carried. Ayes- 5, Nays- 0
- #38 RESOLUTION AUTHORIZING RENEWAL OF THE LEAD POISONING PREVENTION PROGRAM GRANT FOR THE DEPARTMENT OF HEALTH AND ADOPTING A PROGRAM BUDGET FOR 2019-2020
Carried. Ayes- 5, Nays- 0
- #39 RESOLUTION AUTHORIZING REVISION OF HEALTHY FAMILIES BROOME PROGRAM GRANT FOR THE DEPARTMENT OF HEALTH, ADOPTING A REVISED PROGRAM BUDGET AND AUTHORIZING AMENDMENT TO THE AGREEMENT WITH OUR LADY OF LOURDES MEMORIAL HOSPITAL INC. FOR 2019-2020
Carried. Ayes- 5, Nays- 0
- #40 RESOLUTION AUTHORIZING RENEWAL OF THE WOMEN, INFANTS AND CHILDREN (WIC) SUPPLEMENTAL FOOD PROGRAM GRANT FOR THE DEPARTMENT OF HEALTH AND ADOPTING A PROGRAM BUDGET FOR 2019-2020
Carried. Ayes- 5, Nays- 0
- #41 RESOLUTION AUTHORIZING RENEWAL OF THE CHILDREN WITH SPECIAL HEALTH CARE NEEDS PROGRAM GRANT FOR THE DEPARTMENT OF HEALTH AND ADOPTING A PROGRAM BUDGET FOR 2019-2020
Carried. Ayes- 5, Nays- 0
- #42 RESOLUTION AUTHORIZING RENEWAL OF THE EARLY INTERVENTION ADMINISTRATION PROGRAM GRANT FOR THE DEPARTMENT OF HEALTH AND ADOPTING A PROGRAM BUDGET FOR 2019-2020
Carried. Ayes- 5, Nays- 0
- #43 RESOLUTION AUTHORIZING RENEWAL OF THE HOME ENERGY ASSISTANCE PROGRAM (HEAP) GRANT FOR THE OFFICE FOR AGING AND ADOPTING A PROGRAM BUDGET FOR 2019-2020
Carried. Ayes- 5, Nays- 0
- #44 RESOLUTION AUTHORIZING RENEWAL OF THE AGREEMENT WITH THE TOWN OF UNION FOR A COMMUNITY DEVELOPMENT BLOCK GRANT FOR THE OFFICE FOR AGING FOR 2019-2020
Carried. Ayes- 5, Nays- 0
- #45 RESOLUTION AUTHORIZING RENEWAL OF THE NUTRITION SERVICES INCENTIVE PROGRAM (NSIP) GRANT FOR THE OFFICE FOR AGING AND ADOPTING A PROGRAM BUDGET FOR 2019-2020
Carried. Ayes- 5, Nays- 0
- #46 RESOLUTION AUTHORIZING AMENDMENT TO THE AGREEMENT WITH VARIOUS RESPITE SERVICE PROVIDERS FOR SERVICES RELATED TO THE OFFICE FOR AGING'S TITLE III-E FAMILY CAREGIVER PROGRAM FOR 2019
Carried. Ayes- 5, Nays- 0

#47 RESOLUTION AUTHORIZING AN AMENDMENT TO THE AGREEMENT WITH FAMILY & CHILDREN'S SOCIETY OF BROOME COUNTY AND HOMEMAKERS OF BROOME COUNTY FOR PERSONAL CARE/HOMEMAKER SERVICES FOR THE OFFICE FOR AGING'S UNMET NEED PROGRAM FOR 2019-2020

Carried. Ayes- 5, Nays- 0

#48 RESOLUTION AUTHORIZING AN AGREEMENT WITH RURAL HEALTH NETWORK OF SOUTH CENTRAL NEW YORK FOR THE LEASE OF SPACE FROM THE OFFICE FOR AGING FOR 2019-2024

Carried. Ayes- 5, Nays- 0

#49 RESOLUTION AUTHORIZING AN AMENDMENT TO THE AGREEMENT WITH TOWANDA PRINTING COMPANY FOR THE PRINTING OF THE OFFICE FOR AGING SENIOR NEWS MONTHLY NEWSLETTER

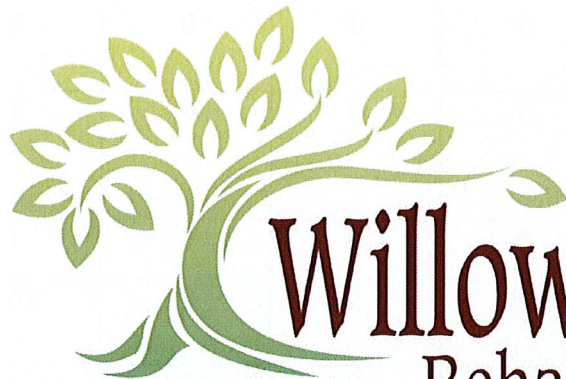
Carried. Ayes- 5, Nays- 0

#50 RESOLUTION AUTHORIZING AN AGREEMENT WITH THE VETERANS ADMINISTRATION FOR SERVICES RELATED TO THE OFFICE FOR AGING'S VETERANS ADMINISTRATION PROGRAM GRANT FOR 2019-2024

Carried. Ayes- 5, Nays- 0

The Chair introduced Environmental Health Director Josh Phelps to discuss the Health Department's role in testing local water supplies. Any public water supply within the County will be tested by the Health Department including municipal water systems and mobile home parks. Additionally, the Health Department tests the water at gas stations, restaurants and school districts. Any water that comes through the system needs to be treated. The Health Department conducts monthly water sample testing and performs yearly inspections. One Engineer and three Groundwater Management Specialists make up the water testing team. Mr. Phelps discussed how the Village of Endicott is in the early stages of replacing its infrastructure regarding the water system. When municipalities want to upgrade their systems, they must consult with the Environmental Health Department for approval. Mr. Phelps then discussed lead testing. Mr. Phelps says every school district in Broome County is tested and samples were taken from any place a child could access water. State Regulations are changing, and the Health Department has been complying, despite not receiving any additional funding for the program. Mr. Phelps discussed testing for lead in children who are ages one and two, which is required by the State.

There being no further business to come before the Committee at this time, a motion to adjourn was made by Ms. Kaminsky seconded by Mr. Hilderbrant. The meeting adjourned 4:59 PM.



Broome County

Willow Point

Rehabilitation & Nursing Center

Staffing Summary

August 2019

Currently Budgeted Staff
(August 2019)

	FT Staff	PT Staff	Temp Staff	FT Vacancies	PT Vacancies	Temp Vacancies	Total Positions
Account Clerk & Account Clerk Typist	1	1	0	1	0	0	3
Accountant	1	0	0	1	0	0	2
Admissions Coordinator	1	0	0	0	0	0	1
Associate Director of Clinical Care	1	0	0	0	0	0	1
Assistant Housekeeping Supervisor	1	0	0	0	0	0	1
Billing Specialist	1	0	0	0	0	0	1
Certified Nursing Assistants	83	24	15	30	9	2	163
Certified Nurse Aide Instructor	1	0	0	0	0	0	1
Charge Nurse & Senior LPN	16	0	0	1	0	0	17
Clerk	6	4	0	0	0	0	10
Clinical Care Coordinator	7	0	0	0	0	0	7
Custodial Worker	24	5	0	0	1	0	30
Deputy Nursing Home Administrator for Fiscal Services	1	0	0	0	0	0	1
Deputy Nursing Home Administrator for Health Services	1	0	0	0	0	0	1
Director of Nursing Home Social Services	1	0	0	0	0	0	1
Director of Therapeutic Recreation Services	1	0	0	0	0	0	1
Discharge Planner	1	0	0	0	0	0	1
Fiscal Manager	1	0	0	0	0	0	0
Food Service Director	0	0	0	1	0	0	1

Health Information Administrator	1	0	0	0	0	0	1
Health Information Technician	2	0	0	0	0	0	2
Housekeeping Supervisor	1	0	0	0	0	0	1
Infection Control Nurse	1	0	0	0	0	0	1
Keyboard Specialist	1	0	0	0	0	0	1
Laundry Worker	5	1	0	0	0	0	6
Leisure Time Activities Worker	7	0	0	0	0	0	7
Licensed Practical Nurse	20	5	9	3	13	4	54
Maintenance Mechanic	4	0	0	0	0	0	4
Maintenance Worker	1	0	0	0	0	0	1
MDS Coordinator	1	0	0	0	0	0	1
Nursing Home Administrator	1	0	0	0	0	0	1
Personnel Clerk	1	0	0	0	0	0	1
Personnel Coordinator	1	0	0	0	0	0	1
Principal Billing Specialist	0	0	0	1	0	0	1
Program Assistant	2	0	0	0	0	0	2
Registered Professional Nurse	3	4	4	0	5	2	18
Secretary	1	0	0	0	0	0	1
Senior Account Clerk	1	0	0	1	0	0	2
Senior Accountant	1	0	0	0	0	0	1
Senior Billing Specialist	2	0	0	0	0	0	2
Senior Clerk	0	0	0	1	0	0	1
Social Work Assistant	3	0	0	0	0	0	3
Staff Development Coordinator	1	0	0	0	0	0	1
Stores Clerk	1	0	0	0	0	0	1
Supervising Nurse I/II	5	2	0	0	0	2	9

Unit Aide	0	7	29	0	0	4	40
TOTAL	216	53	69	41	28	19	408
Current Employees			338	Current Vacancies		88	

82 Vacancies

326 Current Employees

426 Budgeted Positions

Overall Staffing as of August 31, 2019 – 76.53%

Current Nursing Staff

	Full Time Staff	Part Time Staff	Temporary & Per Diem Staff	Total Staff
Associate Director of Clinical Care	1	0	0	1
Certified Nursing Assistant	85	28	16	129
Charge Nurse/Senior LPN	16	0	0	16
Clinical Care Coordinator	7	0	0	0
Deputy Nursing Home Administrator for Health Services	1	0	0	0
Infection Control Nurse	1	0	0	0
Licensed Practical Nurse	18	4	9	31
MDS Coordinator	1	0	0	0
Nurse Assistant Trainee	0	0	8	8
Registered Professional Nurse	2	4	4	10
Supervising Nurse I/II	8	2	1	11
Unit Aide	0	7	29	36
Totals	129	40	68	237

Current Nursing Vacancies

	Full Time Vacancies	Part Time Vacancies	Temporary & Per Diem Vacancies	Total Vacancies
Associate Director of Clinical Care	0	0	0	0
Certified Nursing Assistant	30	9	2	41
Charge Nurse/Senior LPN	1	0	0	1
Clinical Care Coordinator	0	0	0	0
Deputy Nursing Home Administrator for Health Services	0	0	0	0
Infection Control Nurse	0	0	0	0
Licensed Practical Nurse	2	14	4	20
MDS Coordinator	0	0	0	0
Nurse Assistant Trainee	0	0	8	8
Registered Professional Nurse	0	5	2	7
Supervising Nurse I/II	1	0	2	3
Unit Aide	0	0	4	4
Totals	34	27	17	78

78 Nursing Vacancies

237 Current Nursing Employees

315 Budgeted Nursing Positions

Overall Nursing Staffing as of August 31, 2019 – 75.24%

Current Direct Care Staff

	Full Time Staff	Part Time Staff	Temporary & Per Diem Staff	Total Staff
Certified Nursing Assistant	85	28	16	129
Charge Nurse/Senior LPN	16	0	0	16
Licensed Practical Nurse	18	4	9	31
Registered Professional Nurse	2	4	4	10
Supervising Nurse I/II	8	2	1	11
Totals	129	38	30	197

Current Direct Care Vacancies

	Full Time Vacancies	Part Time Vacancies	Temporary & Per Diem Vacancies	Total Vacancies
Certified Nursing Assistant	30	9	2	41
Charge Nurse/Senior LPN	1	0	0	1
Licensed Practical Nurse	2	14	4	20
Registered Professional Nurse	0	5	2	7
Supervising Nurse I/II	1	0	2	3
Totals	34	27	10	71

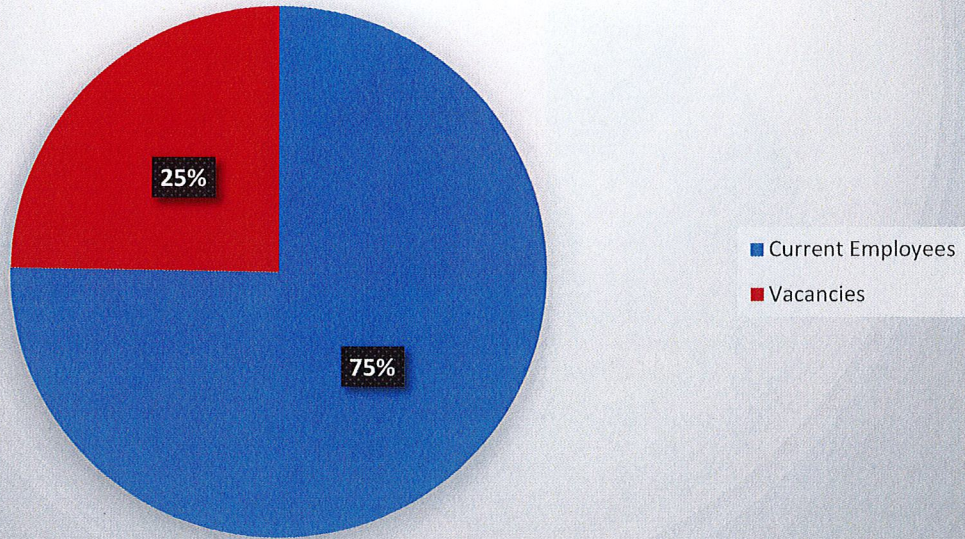
71 Direct Care Vacancies

192 Current Direct Care Employees

263 Budgeted Direct Care Positions

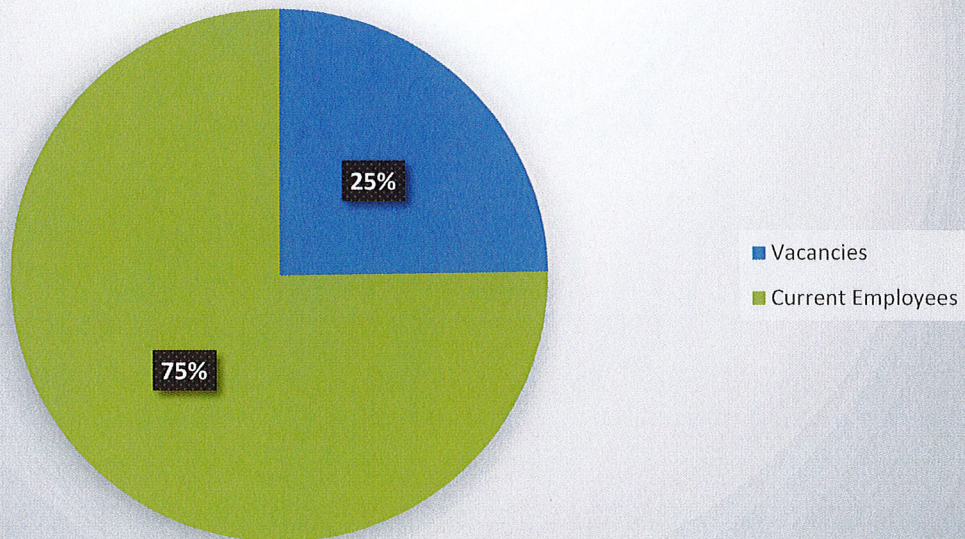
Overall Direct Care Staffing as of August 31, 2019 – 73.00%

Facility-Wide Staffing



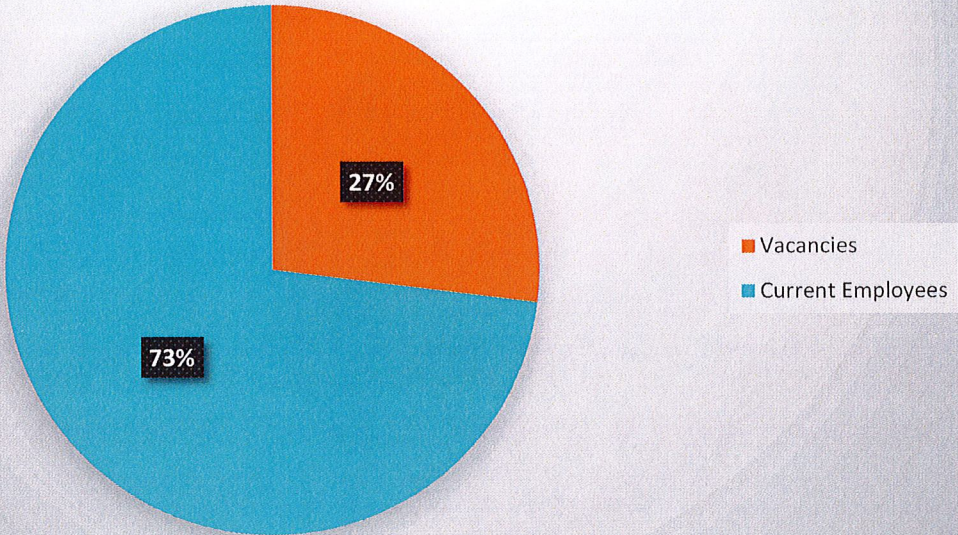
82 Vacancies
326 Current Employees
426 Budgeted Positions
Overall Staffing as of August 31, 2019 – 76.53%

Nursing Staffing



78 Nursing Vacancies
237 Current Nursing Employees
315 Budgeted Nursing Positions
Overall Nursing Staffing as of August 31, 2019 – 75.24%

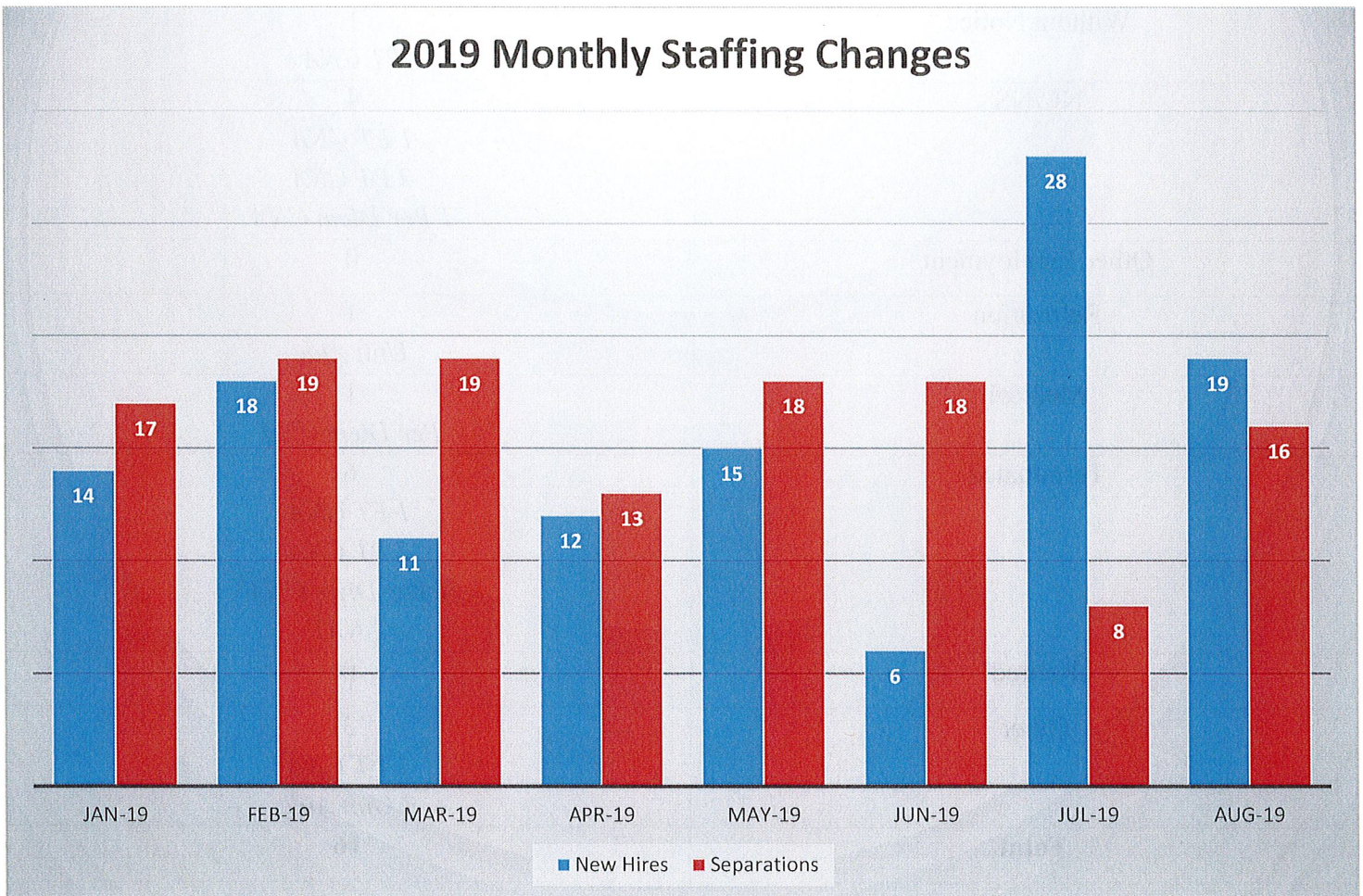
Direct Care Staffing



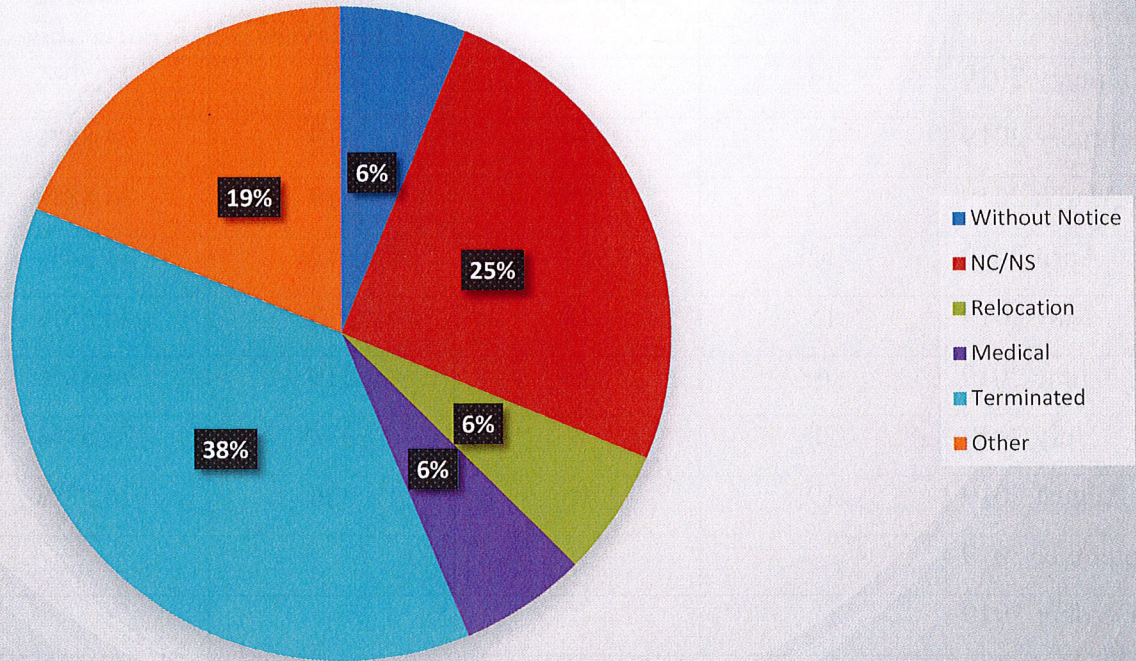
71 Direct Care Vacancies
192 Current Direct Care Employees
263 Budgeted Direct Care Positions
Overall Direct Care Staffing as of August 31, 2019 – 73.00%

Monthly Staff Changes

	New Hires	Separations	Number of Employees	Staffing Percentage	Rate of Turnover
January 2019	14	17	331	77.70%	5.14%
February 2019	18	19	319	74.88%	5.96%
March 2019	11	19	319	74.88%	5.96%
April 2019	12	13	312	73.24%	4.17%
May 2019	15	18	318	74.65%	5.66%
June 2019	6	18	319	74.88%	5.64%
July 2019	28	8	322	75.59%	2.48%
August 2019	19	16	326	76.53%	4.91%
September 2019					
October 2019					
November 2019					
December 2019					

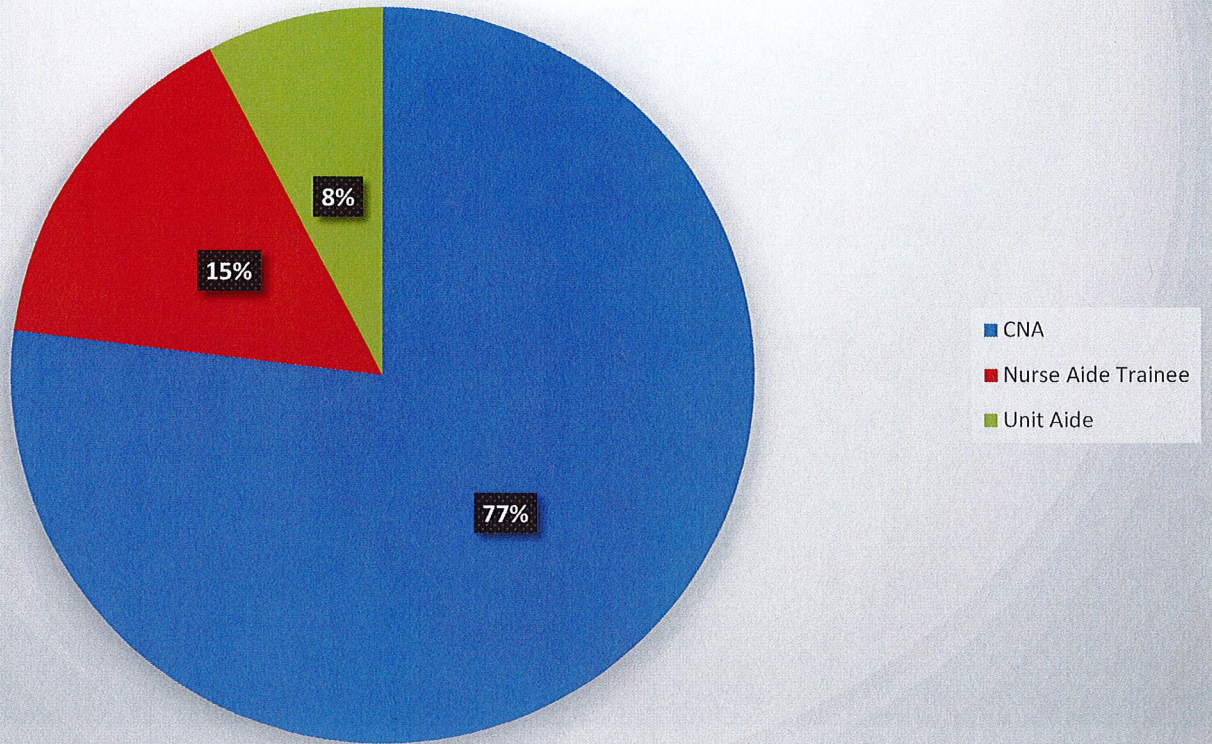


Separations by Reason



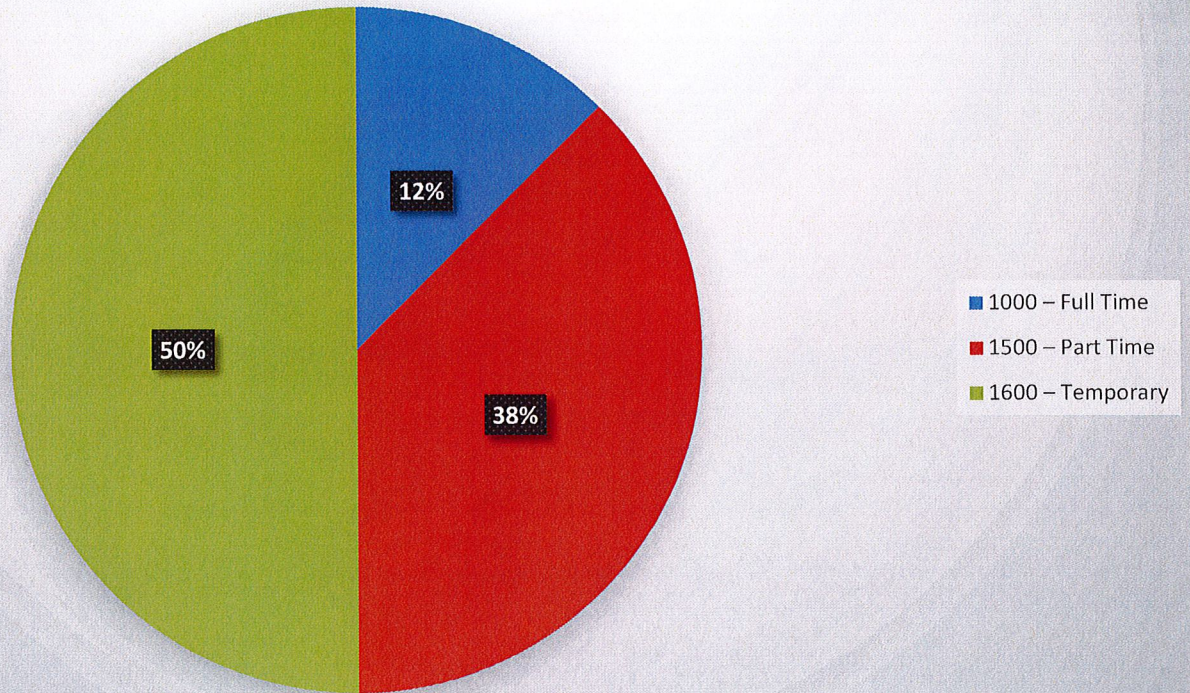
Separations by Reason	Number of Employees
With Notice	0
Without Notice	1 <i>PT CNA</i>
NC/NS	4 <i>1 FT CNA 2 PT CNA 1 Per Diem CNA</i>
Other Employment	0
Relocation	1 <i>Unit Aide</i>
Medical	1 <i>Per Diem CNA</i>
Terminated	6 <i>1 FT CNA 2 PT CNA 1 Per Diem CNA 2 NAT</i>
Retired	0
Other	3 <i>1 FT CNA 2 Unit Aide</i>
Total	16

Separations by Title



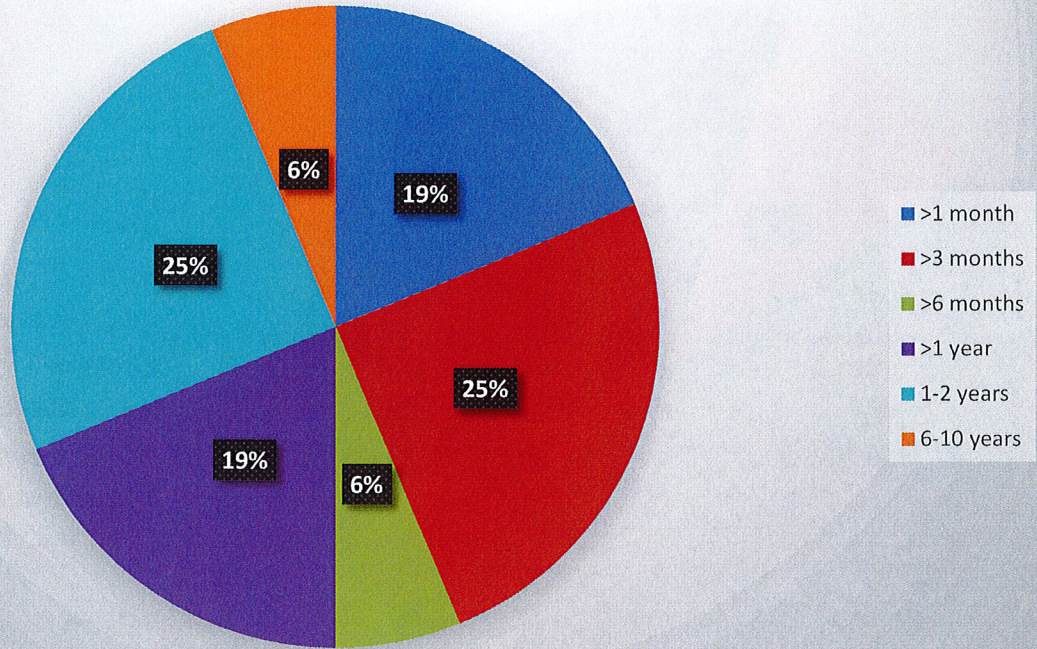
Separations by Title	Number of Employees
CNA	10 <i>1000 (FT): 2</i> <i>1500 (PT): 5</i> <i>1600 (Temp): 3</i>
Nurse Aide Trainee	2 <i>1600 (Temp): 2</i>
Unit Aide	1 <i>1600 (Temp): 1</i>

Separations by GL Line Type



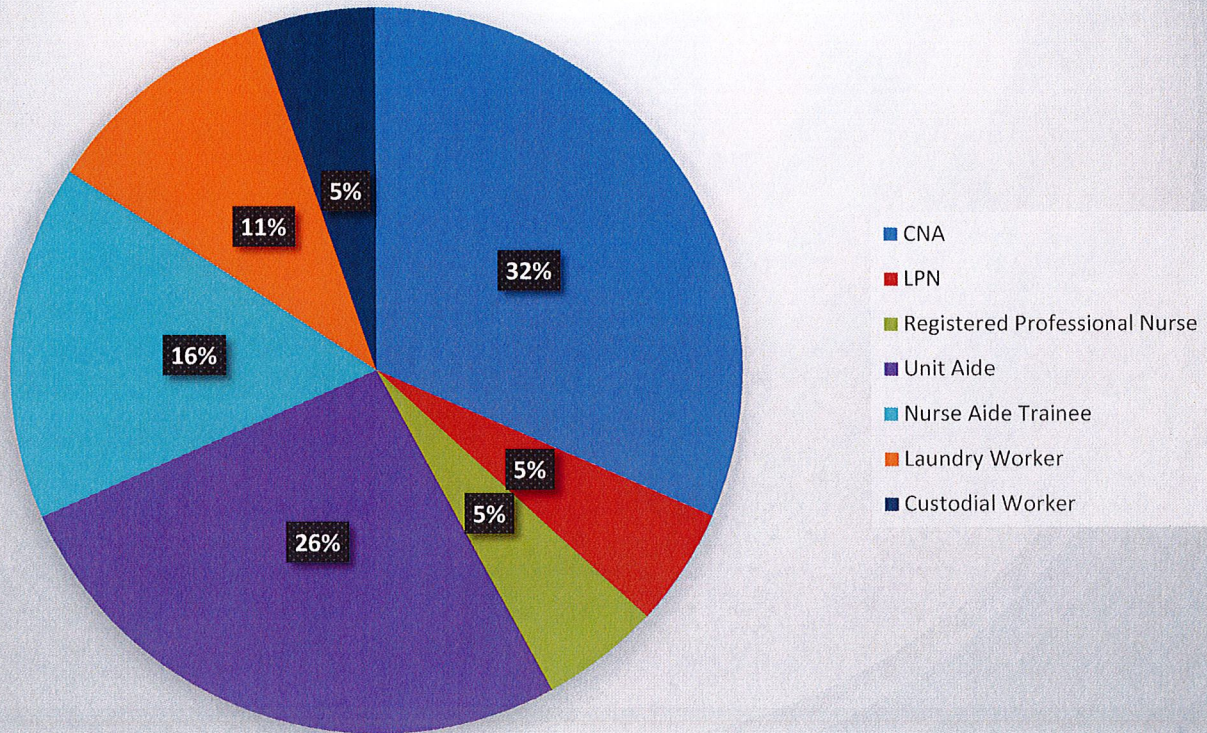
Separations by GL Line Type	Number of Employees
1000 - Full Time	2 <i>CNA</i>
1500 - Part Time	6 <i>CNA</i>
1600 - Temporary	8 3 <i>CNA</i> 2 <i>NAT</i> 3 <i>Unit Aide</i>

Longevity at Separation



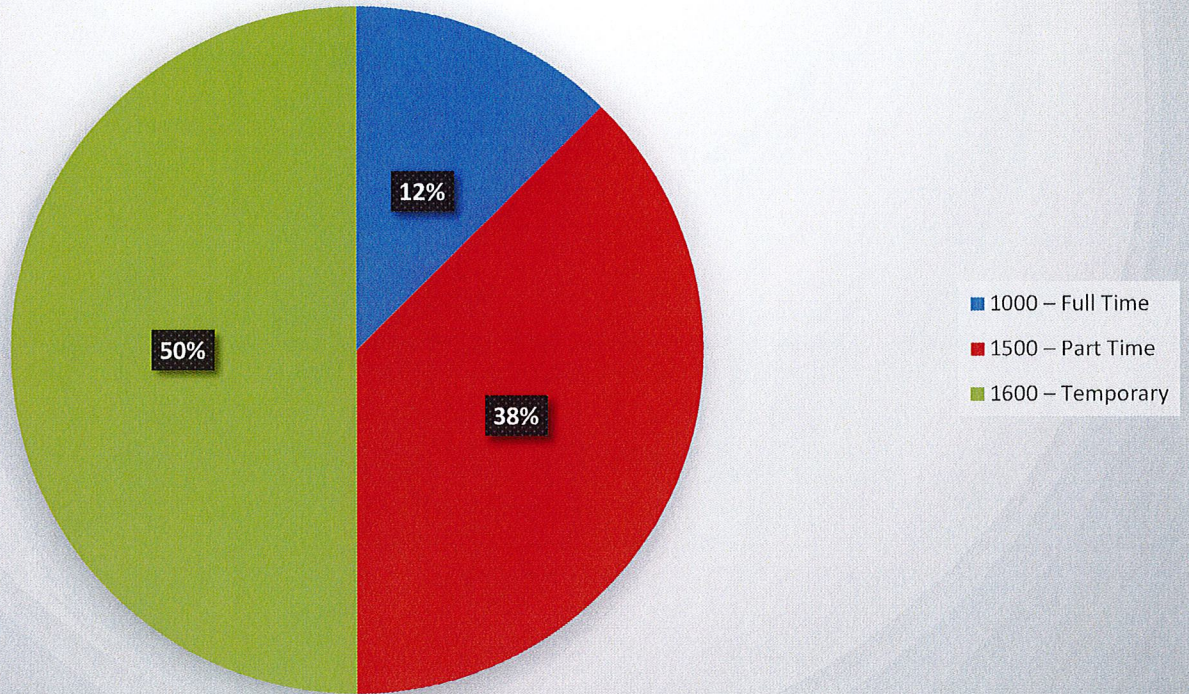
Longevity at Separation	Number of Employees
>1 month	3 <i>1 NAT, 1 PT CAN, 1 Per Diem CNA</i>
>3 months	4 <i>1 NAT, 1 FT CNA, 2 Unit Aide</i>
>6 months	1 <i>1 FT CNA</i>
>1 year	3 <i>2 PT CAN, 1 Per Diem CNA</i>
1-2 years	4 <i>2 PT CAN, 1 Unit Aide, 1 Per Diem CNA</i>
3-5 years	0
6-10 years	1 <i>1 PT CNA</i>
11-15 years	0
16-20 years	0
21+ years	0

New Hires by Title



New Hires by Title	Number of Employees
CNA	6 <i>1 Full Time 4 Part Time 1 Temporary</i>
LPN	1 <i>1 Full Time</i>
Registered Professional Nurse	1 <i>1 Full Time</i>
Unit Aide	5 <i>1 Part Time 4 Temporary</i>
Nurse Aide Trainee	3 <i>3 Temporary</i>
Laundry Worker	2 <i>1 Full Time 1 Part Time</i>
Custodial Worker	1 <i>1 Part Time</i>

Hires by GL Line Type



Hires by GL Line Type	Number of Employees
1000 - Full Time	4 <i>1 CNA, 1 LPN, 1 RN, 1 Laundry Worker</i>
1500 - Part Time	7 <i>4 CNA, 1 Unit Aide, 1 Laundry Worker, 1 Custodial Worker</i>
1600 - Temporary	8 <i>1 CNA, 4 Unit Aide, 3 NAT</i>

NAT Class - Start Date 8/14/19

Total Hired	Total Started	Total Didn't Start	Total Separated	Total Passed Exam	Total Failed Exam
8	8	0	1 (Term, 11d)	N/A	N/A

NAT Class - 2019 to Date

Total Hired	Total Started	Total Didn't Start	Total Separated	Total Passed Exam	Total Failed Exam
40	40	0	18	20	2

