

**WARREN COUNTY BOARD OF SUPERVISORS**

**COMMITTEE: HUMAN SERVICES**

**DATE: JULY 2, 2008**

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**COMMITTEE MEMBERS PRESENT: OTHERS PRESENT:**

SUPERVISORS	BENTLEY	CANDACE KELLY, DIRECTOR OF THE OFFICE FOR THE AGING
	GIRARD	
	VANNESS	DEBORAH COALTS, NUTRITION COORDINATOR OF THE OFFICE FOR THE AGING
	SOKOL	
	SIMMES	MARGARET SING SMITH, DIRECTOR OF THE YOUTH BUREAU
	TAYLOR	
		WILLIAM RESSE, DIRECTOR OF EMPLOYMENT & TRAINING ADMINISTRATION

**COMMITTEE MEMBER ABSENT:**

SUPERVISOR	STEC	SHARON SANO, SENOR COUNSELOR OF EMPLOYMENT & TRAINING ADMINISTRATION
		FREDERICK MONROE, CHAIRMAN
		JOAN SADY, CLERK OF THE BOARD
		KEVIN GERAGHTY, BUDGET OFFICER
		CHARLENE DiRESTA, LEGISLATIVE OFFICE SPECIALIST

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Mr. Bentley called the meeting of the Health Services Committee to order at 9:30 a.m.

Motion was made by Mr. Sokol, seconded by Mr. VanNess and carried unanimously to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

Privilege of the floor was extended to Candace Kelly, Director of the Office for the Aging (OFA), who distributed copies of the agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Ms. Kelly requested authorization to amend the current contract with BJ Queen Enterprises, LLC for repairs to equipment at the Hamilton County meal sites to increase the amount of the contract by \$7,500, from \$3,750 to \$11,250. She said that more equipment had broken down and had needed repairs than had been originally anticipated. Mr. VanNess questioned if Hamilton County reimbursed Warren County for this expense and Ms. Kelly responded affirmatively.

Motion was made by Mr. VanNess, seconded by Mr. Sokol and carried unanimously to amend the current contract with BJ Queen Enterprises, LLC, as outlined above. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the July 18, 2008 Board meeting.*

Ms. Kelly requested to amend the 2008 County budget to increase estimated revenues and appropriations in the amount of \$10,000, to reflect the receipt of additional Federal SNAP (Supplemental Nutrition Assistance Program) funds.

Motion was made by Mr. VanNess, seconded by Mr. Sokol and carried unanimously to amend the 2008 County budget, as outlined above and to forward same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

Ms. Kelly requested to amend the 2008 County budget to increase estimated revenues and appropriations in the amount of \$7,562, to reflect the receipt of additional USDA (United States Department of Agriculture) Commodity Foods funds.

Motion was made by Mr. VanNess, seconded by Mrs. Simmes and carried unanimously to amend the 2008 County budget, as outlined above and to forward same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

Ms. Kelly thanked Mr. Girard, Mr. Taylor, Francis O'Keefe, County Treasurer, Hal Payne, Commissioner of Administrative & Fiscal Services and the staff of the Warren County Buildings & Grounds Department for their assistance with the volunteer picnic. She added that the Buildings & Grounds staff had gone to the Knights of Columbus to install additional outlets for the event.

Mr. Bentley noted that the Committee would need to enter into an executive session, in order to discuss the employment history of a particular person.

Motion was made by Mr. Sokol, seconded by Mr. VanNess and carried unanimously that executive session be declared pursuant to Section 105 (f) of the Public Officers Law.

Executive session was declared from 9:33 a.m. to 9:54 a.m.

The Committee reconvened and Mr. Bentley advised that no action was necessary pursuant to the executive session.

Ms. Kelly apprised that the increase in the Internal Revenue Services mileage reimbursement rate to 58.5 cents per mile would have an impact on the OFA budget, due to the fact that she had budgeted for 48.5 cents per mile. She noted that the total amount of funds expended on transportation for the OFA in 2007 had been approximately \$100,000.

Discussion ensued.

Ms. Kelly and Deborah Coalts, Nutrition Coordinator of the Office for the Aging, exited the meeting at 9:56 a.m.

Privilege of the floor was extended to Margaret Sing Smith, Director of the Youth Bureau, who distributed copies of the agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Ms. Smith apprised that the Youth Bureau had applied for a Junior Tennis Foundation grant and had been awarded \$800 and she added, this was the third year that the Youth Bureau had been awarded grant funding that allowed them to initiate and maintain tennis programs. She explained that the \$800 would be divided, as follows: \$300 to the Town of Johnsbury Youth Recreation Program; \$300 to the Town of Warrensburg Youth Recreation Program and \$200 to provide tennis instruction scholarships for the City of Glens Falls. She advised that she was requesting authorization for a contractual agreement with the Towns of Johnsbury and Warrensburg and the City of Glens Falls for the tennis programs.

Ms. Smith showed the Committee the new tennis rackets and balls that were used in the Youth Tennis Programs. She explained that the ball was specifically designed to bounce no higher than the waist of a youth and the tennis racket was much lighter than previous models. She added that the tennis nets were portable, which made it easier to move them from site to site.

Motion was made by Mr. VanNess, seconded by Mr. Sokol and carried unanimously to authorize an agreement between the Warren County Youth Bureau and the Town of Johnsbury, the Town of Warrensburg and the City of Glens Falls for tennis instruction programs, as outlined above. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the July 18, 2008 Board meeting.*

Ms. Smith apprised that the Junior Tennis Foundation grant funding also allowed for a free workshop, which had been offered on June 29, 2008 and had involved training for a new tennis program called Quick Start Tennis. She added that Quick Start Tennis was intended for ages six and up. She advised that the Towns of Queensbury and Warrensburg would be teaching Quick Start Tennis, the purpose of which was to enable the youths to feel successful at tennis.

Ms. Smith stated that they would be visiting several recreation programs this summer that would receive funding and are free to youths. She added that they would be working on the Children and Families Services Plan update, which was due at the conclusion of the summer. She apprised that the Glens Falls Golden

Eagles had donated free tickets to baseball games for youth and families. She added that she had disbursed the tickets between 28 agencies and organizations. She stated that she had applications available for the City of Glens Falls Tennis Scholarships and added that additional applications were available through the Glens Falls Recreation Department. Mr. Taylor asked what age group the scholarships were intended for and Ms. Smith responded that they were for ages 8 through 18.

Ms. Smith noted that she had already made adjustments to the budget based on the 2% reduction in State Aid. She added that the Warren County Youth Board would discuss ways in which to be fair when deciding which programs the reductions would effect.

Chairman Monroe thanked Ms. Smith for her work on determining where adjustments to the budget were needed to compensate for the 2% reduction in State Aid.

Ms. Smith exited the meeting at 10:10 a.m.

Privilege of the floor was extended to William Resse, Director of Employment & Training Administration, who distributed copies of the agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Mr. Resse requested to amend the 2008 County budget to increase estimated revenues and appropriations in the amount of \$165,869, to reflect the receipt of additional Federal WIA (Workforce Investment Act) funds.

Motion was made by Mr. Girard, seconded by Mr. Taylor and carried unanimously to amend the 2008 County budget, as outlined above and to forward same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

Mr. Resse requested a transfer of funds, in the amount of \$46,000 in order to adjust the budget for the beginning of the fiscal year, which started on July 1, 2008, as follows:

From Codes:

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| ▶ 40 6293.0310 220 WIA Youth-Office Equipment | \$12,000 |
| ▶ 40 6293.0310 470 WIA Youth Contract         | \$34,000 |

To Codes:

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|---|----------|
| ▶ 40 6293.0310 110 WIA Youth-Salaries-Regular | \$22,000 |
| ▶ 40 6293.0310 810 WIA Youth-Retirement       | \$6,000  |
| ▶ 40 6293.0310 860 WIA Youth Hospitalization  | \$18,000 |

Motion was made by Mr. Taylor, seconded by Mr. Simmes and carried unanimously to approve the transfer of funds, as outlined above and to forward same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

Mr. Resse requested authorization to open a charge account at Hannaford. He said that Hannaford had a new policy which would require a resolution in order to open and use the new charge account.

Motion was made by Mr. Girard, seconded by Mr. VanNess and carried unanimously to authorize the Director of the Employment & Training Administration to open a charge account at Hannaford. *A copy of the resolution request form is on file with the minutes and the necessary resolution was authorized for the July 18, 2008 Board meeting.*

Mr. Resse apprised that there was a regional transformation grant which made small amounts of funding available to the counties for assessment activities and he added, Warren County should receive approximately \$9,000. He stated that there was another regional grant which pertained to internships and would award each of the local counties approximately \$10,000 for a paid employer internship program.

Mr. Resse advised that Warren, Washington and Saratoga Counties had participated in a grant application, with Saratoga County as the grant recipient and had received \$50,000 for assessment, skill set analysis and the e-learning program. He stated that the Warren County One-Stop Career Center would participate in pilot programs through the New York State Department of Labor. He added that one of the pilot programs pertained to the process for determining which people on unemployment insurance would qualify for a program that allowed them to attend classes while continuing to collect unemployment benefits. He apprised that New York State had mandated a new customer flow that pertained to the types of services that were received by customers and the steps that were involved in the process, in particular the one-on-one interviews and the degree of assessment.

Mr. Resse stated that the employee who had taught the GED (General Education Degree) Program would be resigning as of July 2, 2008. He said that he had discussed with the County Attorney's Office the possibility of entering into a contract with the former employee to continue teaching the GED Program. He added that the Program would restart in September and the position was necessary. He advised that he had considered filling the vacant position at a lower level and contracting for the GED Program; however, he added, he would make a request at a later date, once all of the options had been explored.

Sharon Sano, Senior Counselor of Employment & Training Administration, apprised that orientation for the Summer Youth Program had been held on June 30, 2008 and July 1, 2008. She said there had been approximately 50 adolescents in attendance between the ages of 14 and 20. She added that Ms. Smith had assisted with the orientation, which had been held for five hours each day.

Ms. Sano advised that the Operation Food Chain Program had begun on July 2, 2008 and added that the Program was operated in conjunction with the Community Action Agency; BOCES (Board of Cooperative Educational Services); the City of Glens Falls Parks & Recreation Department; the New York State Department of Education and the Department of Agriculture. She said that the Community Action Agency had provided a grant for the purchase of the food and the Employment & Training Administration provided the instruction, transportation and wages that were necessary. She invited members of the Committee to come watch the Operation Food Chain Program in action and added that she would make arrangements for anyone who requested a visit. She stated that Chef Charles Jones was fantastic with the youths in the Program. Mr. Girard noted that he attended a dinner once a year that Operation Food Chain hosted during the budget process at BOCES and he added, the Program did an amazing job in hosting the dinner. Mr. Resse stated that Operation Food Chain was the one program where it was necessary to contract with BOCES for the services of the instructor and he added that the Program had been ongoing for more than 20 years.

Mr. Resse apprised that there were two members of the Workforce Investment Board whose term had expired and he would need to find replacements. He advised that the policy for staff supervision and oversight in the One-Stop Career Center had been reviewed by Todd Lunt, Director of Human Resources, and the County Attorney's Office. He said that the State had a policy for their workers and he wanted to adopt the same policy for County workers. He said that once the policy was reviewed and approved he would request a resolution to adopt the policy.

As there was no further business to come before the Human Services Committee, on motion made by Mr. VanNess and seconded by Mr. Sokol, Mr. Bentley adjourned the meeting at 10:30 a.m.

Respectfully submitted,

Charlene DiResta, Legislative Office Specialist