

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: SOCIAL SERVICES

DATE: JANUARY 29, 2009

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| COMMITTEE MEMBERS PRESENT: | OTHERS PRESENT: |
| SUPERVISORS TESSIER | REPRESENTING THE DEPARTMENT OF SOCIAL |
| SHEEHAN | SERVICES: |
| BENTLEY | KATHY BAKER, FISCAL MANAGER |
| KENNY | FREDERICK MONROE, CHAIRMAN |
| MERLINO | HAL PAYNE, COMMISSIONER OF ADMINISTRATIVE & |
| STRAINER | FISCAL SERVICES |
| COMMITTEE MEMBERS ABSENT: | JOAN SADY, CLERK OF THE BOARD |
| SUPERVISOR O'CONNOR | KEVIN GERAGHTY, BUDGET OFFICER |
| | SUPERVISOR PITKIN |
| | SUPERVISOR TAYLOR |
| | SUPERVISOR SOKOL |
| | TODD LUNT, HUMAN RESOURCES DIRECTOR |
| | JOANNE COLLINS, LEGISLATIVE OFFICE SPECIALIST |

Mr. Tessier called the meeting of the Social Services Committee to order at 9:31 a.m.

Motion was made by Mr. Bentley, seconded by Mr. Strainer and carried unanimously to approve the minutes of the December 5, 2008 Committee meeting, subject to correction by the Clerk of the Board.

Privilege of the floor was extended to Kathy Baker, Fiscal Manager for the Department of Social Services (DSS), who distributed copies of the agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Commencing the agenda review, Mrs. Baker referred the Committee members to the overtime report included with the agenda. Hal Payne, Commissioner of Administrative & Fiscal Services, stated that as per his request, the DSS was in the process of compiling a list of overtime for the past year, and he noted that overtime had declined significantly in the last 6 months.

Mrs. Baker apprised that Agenda Item 2 was a request to enter into a contract to hire a consultant for the Point of Entry (POE) NY Connects Project, following the results of the Requests for Proposal (RFP). Mrs. Baker noted that eighteen proposals had been sent by the Purchasing Department, with a February 12, 2009 deadline. She stated the annual contract amount was \$50,000 and the position was fully grant funded through the Office for the Aging. Mr. Payne apprised that the purpose of this new State mandated program was to serve as a guidance function to screen and assess all individuals entering the DSS for direction to the appropriate program offices.

Mrs. Baker apprised that although the DSS claimed the funds, the Office for the Aging received the funding. Mr. Payne explained that Sheila Weaver, Commissioner for the DSS had been asked to hire a consultant, and Mrs. Baker noted that the individuals responsible for the application review process included Candace Kelly, Director of the Office for the Aging; John

Schroeter with CASA; Mrs. Weaver; and a representative from the Public Health Department.

Motion was made by Mr. Kenny, seconded by Mr. Sheehan and carried unanimously to accept the lowest bid and award the contract for consulting services for the POE New York Connects Program, for the period February 9, 2009 through January 31, 2010 as outlined above and the necessary resolution was authorized for the February 20, 2009 Board meeting. *A copy of the resolution request form is on file with the minutes.*

Mrs. Baker presented Agenda Item 4, a request to enter into a contract with Adirondack Manor for the Assisted Living Program, which was entirely funded by Medicaid. Mrs. Baker stated that Mrs. Weaver had confirmed that the program had been approved by the State. Mr. Payne expounded that The Adirondack Manor, which had been an adult care facility, would become an assisted living facility and accept Medicaid benefits, unlike other assisted living facilities in the area, such as The Glen at Highland Meadows and The Landing.

Motion was made by Mr. Kenny, seconded by Mr. Bentley and carried unanimously to approve the request to enter into a contract with Adirondack Manor for the period February 1, 2009 through January 31, 2010 as outlined above and the necessary resolution was authorized for the February 20, 2009 Board meeting. *A copy of the resolution request form is on file with the minutes.*

Next, Mrs. Baker requested to enter into a contract with the Bonadio Group for Medicaid Fraud Services and she stated the contract was entirely funded under the Medicaid cap. She stated that the Bonadio Group would process one case at no charge, and she noted the client that was in question owned a home valued at approximately \$500,000, and asserted that the DSS staff was not qualified to process such a case. Mr. Kenny questioned if there were other companies who could performed similar work and Mr. Payne stated that he would defer the question to Julie Pacyna, Purchasing Agent.

Continuing, Mrs. Baker presented several in-State travel requests for necessary training, which she outlined as follows:

1. The Institute for Temporary Assistance Training program to be held on January 12 - 16, 2009 and January 26 - 30, 2009 in Albany, NY, at a room rate of \$50 per night.
Employee(s) to attend: Nicole Yell, Joanna Brierton, and Denise Mahlstedt;
2. Medicaid New Worker Institute Training to be held on January 12 - 16, 2009 and January 26 - 30, 2009 in Albany NY, at a room rate of \$55.50 per night.
Employee (s) to attend: Diane Perry;
3. CPS (Child Protective Services) Response Training to be held February 2 - 6, 2009 and February 23 - 27, 2009 in Albany, NY, at a room rate of \$50.00 per night and a meal cost of \$13 per day.
Employee(s) to attend: Patrick Hayack, Tracy Terry and Elizabeth Devit;
4. New York Public Welfare Association (NYPWA) Winter Conference to be held January 28 - 30, 2009 in Albany NY, with a meal cost of \$13 per day.
Employee(s) to attend: Sheila Weaver, Harold McGee, Douglas Herschleb, Maureen Schmidt, and Doris Gonnelly.

Motion was made by Mr. Kenny, seconded by Mr. Sheehan and carried unanimously to approve all of the travel requests, as outlined above. *Copies of the Authorization to Attend Meeting or Convention forms are on file with the minutes.*

Mrs. Baker presented Agenda Item 7, a request to authorize payment to the Youth Bureau for the Community Optional Preventive Services (COPS) Program, in the amount of \$12,441.90, for the months of October through December 2008 for which the funding had been terminated on September 30, 2009 on a retroactive basis. Mrs. Baker stated that, according to Mrs. Weaver, the money was in the Budget and would be non-reimbursable once paid; however; she said, the contract stated that the cost would be waived if funding were depleted.

Mr. Geraghty asked if the necessary funds were available for the COPS program and Mrs. Baker stated that it could not be determined at this time; however, she said, it appeared that funds were not available and noted that the State had reduced funding on a retroactive basis. Mr. Payne noted that the County was apprised of the retroactive funding reduction in December when the Governor's proposal was released.

Mr. Payne noted that other Counties had transferred the Youth Bureau programs to the DSS, who would administer the Youth Block Grant, and proceed on a month to month basis until funding was depleted. Mr. Geraghty inquired about the status of the actual work completed and Mrs. Baker stated that a contractor hired by the Youth Court completed the work and therefore funds were expended from the Youth Court budget. Subsequently, she stated, Youth Court had turned to DSS for reimbursement. She said she had received the bills for preventive services; however, she stated, she could not ascertain the details until the bill was set up for payment. She added that to the best of her knowledge, funds were not available.

Mr. Payne apprised that funds were available for approximately six months; however, he added, another issue resulting from the funding cuts was the inability of the State Court security officials to provide staff for the evening Youth Court sessions, thus requiring the Warren County Supervisors Board Room.

A discussion ensued.

Motion was made by Mr. Kenny, seconded by Mr. Bentley and carried unanimously to approve payment to the Youth Bureau for the COPS Program in the amount of \$12,441.90 as outlined above and the necessary resolution was authorized for the February 20, 2009 Board meeting. *A copy of the resolution request form is on file with the minutes.*

Mrs. Baker next addressed the State Training School charges in the amount of \$384,755.33 which included the first quarter of 2008 and the retroactive rate increase from 2002-2005. She stated it was 100% locally funded and noted that although part of the total amount requested had been appropriated, there was a shortfall of \$159,755.33 plus an additional amount of approximately \$225,000 for the remainder of 2008.

Mrs. Baker apprised that youth had been placed in the facilities, and the County was fiscally responsible for the beds even when they were not filled.

A discussion ensued and Mrs. Baker reported that a bill had not yet been received and therefore, she would not request authorization for payment at this time. She said this was informational only for the benefit of the Committee.

Agenda Item 9, Mrs. Baker stated, was a request to increase the amount and renew the contract with Information Technology (IT), for a total amount not to exceed \$197,000, and she added, there were available funds in the 2009 Budget. Mr. Payne asked if State funding had been received for the same and Mrs. Baker replied affirmatively.

A discussion ensued.

Motion was made by Mr. Bentley, seconded by Mr. Sheehan and carried unanimously to approve the request to increase the contract amount and extend the contract with IT for the period January 30, 2009 through February 1, 2010 as outlined above and the necessary resolution was authorized for the February 20, 2009 Board meeting. *A copy of the resolution request form is on file with the minutes. (Note: Resolution No. 103 of 2006 stated that the Commissioner of the Department of Social Services is authorized to execute all future agreements with the Information Technology Department, to the extent allowed by budget appropriations, in a form approved by the County Attorney.)*

Returning to the issue of Medicaid Fraud Services, Mr. Payne apprised the Committee that Mrs. Pacyna was in the process of identifying other service providers in this regard and would require one month to complete the work.

Motion was made by Mr. Strainer, seconded by Mr. Bentley and carried unanimously to table action on the request to enter into a contract for medicaid fraud services, pending further research by the Purchasing Department.

Continuing, Mrs. Baker presented Agenda Item 10, a request for permission to serve as the lead agency for the County for the new Youth Programs Block Grant which is a consolidation of the current youth programs and juvenile detention services by the Executive Budget with an effective date of January 1, 2009. She stated that the Block Grant would include Youth Development Delinquency Prevention (YDDP/SDPP), Alternatives to Detention, Alternatives to Residential Placement, Secure and Non-Secure Detention and would result in an overall funding reduction of 24.5% as mandated by the State.

A discussion ensued with regard to funding reductions and the need to eliminate programs and Mr. Kenny recommended that the County operate within the fiscal limitations of the grant. Mrs. Baker noted that the Courts controlled detention home placement and therefore, she said, such was prohibitive to the Departments efforts to implement cost saving strategies.

Motion was made by Mr. Bentley, seconded by Mr. Strainer and carried unanimously to approve the request authorizing DSS to serve as the Lead Agency for the new Youth Programs Block Grant as outlined above and the necessary resolution was authorized for the February 20, 2009 Board meeting. *A copy of the resolution request form is on file with the minutes.*

Mrs. Baker presented a request to amend Resolution No. 839 of 2008; which authorized the Warren County Youth Bureau to enter into a Memorandum of Understanding (MOU) with the DSS to provide preventative services using the New York State Community Optional Preventative (COPS) funds, to change the termination date of the agreement to March 31, 2009 and to reduce the amount of the agreement to \$15,000.

Motion was made by Mr. Kenny, seconded by Mr. Strainer and carried unanimously to approve the request to amend Resolution No. 839 of 2008 as outlined above and the necessary resolution was authorized for the February 20, 2009 Board meeting. *A copy of the resolution request form is on file with the minutes.*

Pertaining to Personnel, Mrs. Baker presented Agenda Item 12, a request to fill the vacant position of Keyboard Specialist, base salary of \$23,390, to perform imaging and other related duties in the Department.

Motion was made by Mr. Strainer, seconded by Mr. Bentley and carried unanimously to approve the request to fill the vacant position of Keyboard Specialist as presented and to forward same to the Personnel Committee. *A copy of the Request to Fill Vacant Position is on file with the minutes.*

Mrs. Baker requested an executive session to discuss the employment history of a particular employee.

Motion was made by Mr. Strainer, seconded by Mr. Sheehan and carried unanimously to declare an executive session pursuant to Section 105(f) of the Public Officers Law.

Executive session was declared from 10:05 a.m. to 10:16 a.m.

Upon reconvening, Mr. Tessier announced that no action was necessary pursuant to the executive session.

Mrs. Baker presented a request to reclassify the position of Keyboard Specialist to the position of Community Services Assistant, base salary of \$33,912 and delete the Keyboard Specialist position, base salary of \$23,390.

Motion was made by Mr. Bentley, seconded by Mr. Strainer and carried unanimously to authorize the reclassification as outlined above and to refer same to the Personnel Committee. *A copy of the resolution request form is on file with the minutes.*

The final Personnel Agenda Items 15, and 16 presented by Mrs. Baker were requests to fill the following positions:

- Community Services Assistant, base salary of \$33,912; and
- Caseworker, base salary of \$40,171, due to a resignation.

Motion was made by Mr. Kenny, seconded by Mr. Bentley and carried unanimously to approve the requests to fill the vacation positions of Community Services Assistant and Caseworker

contingent upon settlement of the employee action, as outlined above and to forward same to the Personnel Committee. *Copies of the Notices of Intent to Fill Vacant Positions are on file with the minutes.*

The purpose of Agenda Item 17, Mrs. Baker reported, was to apprise the Committee that a bill was received from Medicaid Management Information Systems (MMIS) with a shortfall of \$267,426 due to the fact that there were 53 weeks in 2008.

Concluding the Agenda review Mrs. Baker stated that Frank Morehouse, Superintendent of Buildings & Grounds, had planned to share comparative data with the Committee at the February meeting. Mrs. Baker apprised that Paul Dusek, County Attorney, would address the vehicle liability issue(s) at the next Committee meeting. Mrs. Baker noted that the DSS staff used County vehicles whenever possible which, she stated, was in the best interest of the Department. She reported that she would continue to research the matter.

Mr. Payne apprised that part of the economic stimulus package included Medicaid payments, and he stated, according to information received from the New York State Association of Counties (NYSAC), the State would pay 54.9% as compared to 50% percent and that the percentage would be based on the current unemployment rate which was currently at 1.5%.

Mr. Merlino inquired if all Departments produced a year end report reflecting spending trends and Mr. Geraghty expounded that all Departments had been asked to complete an information sheet for each program with a due date of February 15, 2009. The sheet, he stated, included information such as recipient impact, cost, and reimbursements.

Mr. Tessier stated that early intervention programs had a significant impact on the County in terms of cost and Mr. Payne apprised that part of the stimulus package included turning the responsibility back to the schools, and they would receive funding for the same.

As there was no further business to come before the Social Services Committee, on motion by Mr. Bentley and seconded by Mr. Sheehan, Mr. Tessier adjourned the meeting at 10:20 a.m.

Respectfully Submitted,

Joanne Collins, Legislative Office Specialist