

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: SOCIAL SERVICES

DATE: FEBRUARY 27, 2009

COMMITTEE MEMBERS PRESENT: OTHERS PRESENT:

SUPERVISORS	TESSIER	SHEILA WEAVER, COMMISSIONER, DEPARTMENT OF
	O'CONNOR	SOCIAL SERVICE
	SHEEHAN	FREDERICK MONROE, CHAIRMAN
	BENTLEY	HAL PAYNE, COMMISSIONER OF ADMINISTRATIVE &
	KENNY	FISCAL SERVICES
	MERLINO	JOANN MCKINSTRY, DEPUTY COMMISSIONER OF
	STRAINER	ADMINISTRATIVE & FISCAL SERVICES
		JOAN SADY, CLERK OF THE BOARD
		KEVIN GERAGHTY, BUDGET OFFICER
		SUPERVISOR THOMAS
		AMY BARTLETT, FIRST ASSISTANT COUNTY ATTORNEY
		TODD LUNT, HUMAN RESOURCES DIRECTOR
		JOANNE COLLINS, LEGISLATIVE OFFICE SPECIALIST

Mr. Tessier called the meeting of the Social Services Committee to order at 11:47 a.m.

Motion was made by Mr. Bentley, seconded by Mr. Kenny and carried unanimously to approve the minutes of the January 29, 2009 Committee meeting, subject to correction by the Clerk of the Board.

Privilege of the floor was extended to Sheila Weaver, Commissioner 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.*

Mrs. Weaver addressed the Overtime report for which the figures had increased in January and February due to the distribution of Home Energy Assistance Program (HEAP) benefits; however, she stated, the overall figure was down from last year.

Mrs. Weaver presented authorization requests for employees to attend meetings or conventions as follows:

1. The New York State Nurse's Association SCREEN training to be held on April 29, 2009, in Latham NY, with a meal cost of \$13 per day.
Employee (s) to attend: Cemanda Roberts;
2. The New York State Police Academy Sex Offense Seminar, to be held on May 18 - 22, 2009, in Albany, NY, with a meal cost of \$23.85 per day.
Employee(s) to attend: Meaghan Gorman, Betsey Johnson;
3. PSA (Protective Services Adult) New Worker Institute, to be held April 27 - May 1, 2009, and May 11 - 13, 2009, in Albany, NY, at a room rate of \$44.50 per night, and a meal cost of \$13 per day.
Employee(s) to attend: Elizabeth Devit;

4. Welfare To Work Caseload Management User Training, to be held July 7 & 8, 2009, in Albany, NY, at a room rate of \$48.50 per night and a meal cost of \$13 per day.
Employee(s) to attend: Janet Trackey; and
5. GPS/MAPP Leader Certification (Training for Foster Parents), to be held April 21 - 24, 2009 and May 4 - 8, 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: Anne O'Neil, Chris Hanchett.

Motion was made by Mr. Strainer, seconded by Mr. Bentley and carried unanimously to approve all of the training requests as outlined above. *Copies of the Requests to Attend Meeting and Convention are on file with the minutes.*

Mr. Merlino entered the meeting at 11:50 a.m.

Mrs. Weaver presented Agenda Item 3, a request to amend Resolution Nos. 100 and 111 of 2009 to reduce the base salary of the Community Services Assistant from \$33,912 to \$29,199, to add Grade 8 to the title, and to correct the base salaries of the Senior Account Clerk and Account Clerk positions to remove the inclusion of longevity.

Motion was made by Mr. Bentley, seconded by Mr. Strainer and carried unanimously to approve the request to amend Resolution Nos. 100 and 111 of 2009 as outlined above, and to refer same to the Personnel Committee. *A copy of the resolution request form is on file with the minutes.*

Continuing the Agenda review, Mrs. Weaver presented a request to amend Resolution No. 132 of 2009 to include the information regarding the low bidder for the Long Term Care Coordinator to implement the NY Connects Program. Mrs. Weaver apprised that discussions were currently underway with the County Attorney regarding this contract. Amy Bartlett, First Assistant County Attorney, stated that she had spoken to Paul Dusek, County Attorney, and noted past issues with the Internal Revenue Service (IRS) and she cautioned that her Office would proceed in a manner to prevent such conditions from recurring. She further explained that it would be necessary to confirm that the work would be completed by an independent contractor versus an employee. Mr. Tessier recommended that the item be tabled pending additional information.

Proceeding to Agenda Item 5, Mrs. Weaver apprised the Committee of an internship planned for DSS whereby Stephanie Gordon, a student from the State University of New York (SUNY) at Oneonta, would join the Preventive Services unit. She noted the internship provided educational opportunities and was non-compensatory. Hal Payne, Commissioner of Administrative & Fiscal Services, stated that the County had agreements with various institutions in this regard. Mrs. Bartlett noted that the confidentiality agreement had been completed.

Mr. Tessier stated that Agenda Item 6 would be addressed last, and Mrs. Weaver presented Agenda Item 7, a request to award a contract to the low bidder for Medicaid Fraud Services, which was 100% funded under the Medicaid Cap. The RFP (Request for Proposal) was issued on February 5, 2009, she said.

Motion was made by Mr. Sheehan, seconded by Mr. Bentley and carried unanimously to approve the request to award the contract to the low bidder for Medicaid Fraud Services, as outlined above, and the necessary resolution was authorized for the March 20, 2009 Board meeting.

Agenda Item 8, as presented by Mrs. Weaver, was a request to enter into a renewal contract for Home Energy Assistance Program for HEAP recipients and Weatherization Referral and Energy Packaging (WRAP) with Warren-Hamilton Counties Action Committee for Economic Opportunity, Inc., in the amount of \$10,000 which was Federally funded.

Motion was made by Mr. Strainer, seconded by Mr. Merlino and carried unanimously to approve the request to renew the contract with Warren-Hamilton Counties Community Action Committee for Economic Opportunity, Inc., as outlined above, and the necessary resolution was authorized for the March 20, 2009 Board meeting. *A copy of the resolution request form is on file with the minutes.*

Pertaining to pending items, Mrs. Weaver referred the Committee to the 2008 vehicle report prepared by Frank Morehouse, Superintendent of Buildings, which compared vehicle cost and usage for leased and purchased vehicles for the DSS. Mrs. Weaver apprised that based on the data, the purchased vehicles proved a cost savings of \$2,600 after reimbursement.

Regarding the use of vehicles to transport individuals, Mrs. Weaver stated that she had issued a memo advising all staff to use a County vehicle when transporting clients.

Mrs. Weaver stated that the outreach program facility in the Town of Johnsburg or Warrensburg would remain pending at this time.

Lastly, Mrs. Weaver stated that she had met with Hal Payne, Commissioner of Administrative & Fiscal Services, and Dr. John Ruge, President and Chief Executive Officer for the Hudson Headwaters Health Network, to discuss the possibility of establishing a contract with a local Medical Doctor for the purpose of administering methadone treatment locally in a Hudson Headwaters Health Network satellite site and she added that the planning phase had begun. Mr. Payne noted that both Essex and Washington Counties were interested in the use of the facility which would significantly ease transportation issues.

Mrs. Weaver requested an executive session to discuss the employment history of a particular person.

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

Executive session was declared from 11:59 a.m. to 12:10 p.m.

Committee reconvened, Mr. Tessier announced that no action was necessary pursuant to the executive session.

Mr. Payne commended Mrs. Weaver for an excellent staff attendance record, and noted there was only one employee tardy, by one minute, for the two week period. Further, he stated, the expediency of both the delivery of firewood and the delivery of emergency home heating funds was excellent.

In closing, Mrs. Weaver stated that one goal for the year was to set up supervisory staff training. She said the State had approved training held in the County up to two days per month for seven months, which would eliminate the need for lodging or meals. She asserted that the cost for training using State facilities was \$1,000 per day, versus a \$17 fee for training held locally.

Mr. Strainer apprised of the positive feedback received with regard to training sessions that were conducted by Jeff Farley, Director of the Adirondack Regional Business Incubator. Mr. Payne stated that Mrs. Weaver had been advised of the positive results of the training and he stated that more information would be compiled for review in April.

As there was no further business to come before the Social Services Committee, on motion by Mr. Kenny and seconded by Mr. Strainer, Mr. Tessier adjourned the meeting at 12:15 a.m.

Respectfully Submitted,

Joanne Collins, Legislative Office Specialist