

## WARREN COUNTY BOARD OF SUPERVISORS

**COMMITTEE: HUMAN SERVICES**

**DATE: NOVEMBER 28, 2011**

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**COMMITTEE MEMBERS PRESENT: OTHERS PRESENT:**

SUPERVISORS STRAINER  
GIRARD  
VANNESS  
SOKOL  
BENTLEY  
WOOD

CHRIS HUNSINGER, DIRECTOR, EMPLOYMENT & TRAINING ADMINISTRATION  
CHRISTIE SABO, DIRECTOR, OFFICE FOR THE AGING  
JOAN SADY, CLERK OF THE BOARD  
SUPERVISOR-ELECT, WILLIAM MASON  
THOM RANDALL, ADIRONDACK JOURNAL  
JOANNE COLLINS, LEGISLATIVE OFFICE SPECIALIST

**COMMITTEE MEMBER ABSENT:**

SUPERVISOR CHAMPAGNE

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Mr. Strainer called the meeting of the Human Services Committee to order at 10:50 a.m.

Motion was made by Mrs. Wood, 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 Chris Hunsinger, Director of the Employment & Training Administration (ETA), who distributed copies of the agenda to the Committee members; a copy of which is on file with the minutes.

Mr. Hunsinger presented a request for a transfer of funds from WIA Dislocated Worker - Training, to WIA Adult - Training, in the amount of \$12,000, to cover training costs. He noted it was allowable to transfer up to 30% in this manner.

Motion was made by Mr. Girard, seconded by Mr. Bentley and carried unanimously to approve the request for a transfer of funds as outlined above and to refer same to the Finance Committee. *A copy of the request for a Transfer of Funds is on file with the minutes.*

Regarding personnel, Mr. Hunsinger presented a request to fill the vacant position of ETA Counselor, annual salary of \$31,289, Employee No. 9444, due to retirement. He stated there would be a savings from longevity.

Motion was made by Mr. Sokol, seconded by Mr. Bentley and carried unanimously to approve the request to fill the position of ETA Counselor as outlined above and to refer same to the Personnel Committee. *A copy of the Notice of Intent to Fill Vacant Position is on file with the minutes.*

Mr. Hunsinger presented a request for authorization to appoint Denise Brucker, who represented SUNY (State University of New York) Adirondack, a partner agency, to the WIB (Workforce Investment Board).

Motion was made by Mr. Girard, seconded by Mr. Sokol and carried unanimously to approve the request to appoint Denise Brucker to the WIB and the necessary resolution was authorized for the December 16, 2011 Board Meeting. *A copy of the resolution request form is on file with the minutes.*

Privilege of the floor was extended to Christie Sabo, Director of the Office for the Aging, who distributed copies of the agenda to Committee members; a copy of which is on file with the minutes.

Ms. Sabo presented a request to extend the contract with various subcontractors for Title III-B funding as outlined in Schedule "A", for the period commencing January 1, 2012 and terminating December 31, 2012, for a total amount not to exceed \$58,374. Ms. Sabo explained that Committee approval was required for any changes in contract terms or amounts. In the case of Title III-B funds, she said, the total amount had been reduced due to a decrease in services.

Concurrently, Ms. Sabo presented a request to extend the contract with various subcontractors for Title III-E funding - Family Caregiver Support, as outlined on Schedule "A", for the period commencing January 1, 2012 and terminating December 31, 2012, for a total amount not to exceed \$70,300. She noted that case management services were no longer included in the contract.

Motion was made by Mr. VanNess, seconded by Mr. Sokol and carried unanimously to approve the requests to extend both contracts as outlined above and the necessary resolutions were authorized for the December 16, 2011 Board Meeting. *Copies of the resolution request forms are on file with the minutes.*

The next Action Item, Ms. Sabo stated, was a request for a transfer of funds within various Nutrition, Community Services, SNAP (Safety Net Assistance Program), EISEP (Expanded In Home Services for the Elderly, and POE (Point of Entry) codes, for a total amount of \$19,029.

Motion was made by Mr. VanNess, seconded by Mr. Bentley and carried unanimously to approve the request for a transfer of funds as outlined above and to refer same to the Finance Committee. *A copy of the request for a Transfer of Funds is on file with the minutes.*

Ms. Sabo requested approval to submit the OFA Four Year Plan for the period from 2012 through 2016 which included the 2012 Budget, to the New York State Office for the Aging.

Motion was made by Mrs. Wood, seconded by Mr. Bentley and carried unanimously to approve the request to submit the Four Year Plan for 2012 - 2016 as outlined above and the necessary resolution was authorized for the December 16, 2011 Board Meeting. *A copy of the resolution request form is on file with the minutes.*

Next, Ms. Sabo requested approval to submit an application for the Medicare Improvements for Patients and Providers Act (MIPPA)/Aging & Disability Resource Center (ADRC) Grant, for the period commencing September 30, 2011 and terminating September 29, 2012, for a total amount not to exceed \$22,953. She noted that the majority of MIPPA funds were used for salaries.

Motion was made by Mr. Girard, seconded by Mr. Sokol and carried unanimously to approve the MIPPA/ADRC Grant application as outlined and the necessary resolution was authorized for the December 16, 2011 Board Meeting. *A copy of the resolution request form is on file with the minutes.*

Concluding her agenda review, Ms. Sabo requested approval to submit the New York Connects (NYConnects) Program Grant application, for the period commencing October 1, 2011 and terminating September 30, 2012, for a total amount not to exceed \$85,880. She noted that although the program was budgeted through the OFA, it was administered by the Department of Social Services (DSS).

Motion was made by Mr. Bentley, seconded by Mr. VanNess and carried unanimously to approve the NYConnects Grant application as outlined and the necessary resolution was authorized for the December 16, 2011 Board Meeting. *A copy of the resolution request form is on file with the minutes.*

Mr. Strainer inquired about the status of the meal site relocation in the Town of Warrensburg and asked the probability of completion in early 2012. Ms. Sabo advised that because it was necessary to give thirty days notice, it would not be completed in January. JoAnn McKinstry, Assistant to the County Administrator, stated that she would obtain a status update from Martin Auffredou, County Attorney, to report back to the Committee.

As there was no further business to come before the Human Services Committee, on motion made by Mr. Bentley and seconded by Mrs. Wood, Mr. Strainer adjourned the meeting at 10:59 a.m.

Respectfully submitted,

Joanne Collins, Legislative Office Specialist