

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: HUMAN SERVICES

DATE: JANUARY 27, 2012

COMMITTEE MEMBERS PRESENT: OTHERS PRESENT:

SUPERVISORS STRAINER
FRASIER
SOKOL
WOOD
LOEB
VANSELOW

CHRIS HUNSINGER, DIRECTOR, EMPLOYMENT & TRAINING ADMINISTRATION
CHRISTIE SABO, DIRECTOR, OFFICE FOR THE AGING
DENISE DiRESTA, DIRECTOR, VETERANS SERVICES
DANIEL G. STEC, CHAIRMAN
JOANN MCKINSTRY, ASSISTANT TO THE COUNTY ADMINISTRATOR
JOAN SADY, CLERK OF THE BOARD
KEVIN GERAGHTY, BUDGET OFFICER

COMMITTEE MEMBER ABSENT:

SUPERVISOR GIRARD

SUPERVISORS TAYLOR
THOMAS
MERLINO
MASON
DON LEHMAN, *THE POST STAR*
JOANNE COLLINS, LEGISLATIVE OFFICE SPECIALIST

Mr. Strainer called the meeting of the Human Services Committee to order at 10:45 a.m.

Motion was made by Mr. Wood , seconded by Mr. Sokol 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 Denise DiResta, Director of Veteran's Services, who addressed the need to transfer funds in the amount of \$15,000 to purchase a 12-capacity, handicapped accessible van from the Department of Social Services (DSS). She advised the van was inspected for a current market value of \$15,000, which was not included in her budget. Mr. Strainer suggested the use of Contingent Funds and JoAnn McKinstry, Assistant to the County Administrator, stated that Mr. Geraghty had approved the use of Contingent Funds for the purchase of the van. Ms. DiResta added that the prorated insurance amount of \$331 could be derived from her budget.

Regarding registration of the van, Ms. DiResta stated that once the van was registered to the Veteran's Department, the transaction would be forwarded to the State; therefore, she said, some additional time would be necessary. Mr. Strainer asserted that the current vehicle used by the Veteran's Services Office to transport Veterans to medical appointments was in significant disrepair and unsafe for use. Ms. DiResta explained that the DSS van was not in use by the DSS due to the new Medicaid transportation system implemented by the State in August 2011.

Motion was made by Mrs. Wood, seconded by Mrs. Frasier and carried unanimously to approve the request to transfer funds in the amount of \$15,000 to purchase the Social Services van as outlined and to refer same to the Finance Committee. *A copy of the request for Transfer of Funds is on file with the minutes.*

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 welcomed new Supervisors present and invited all Supervisors to visit the One Stop Center in the Northway Plaza.

Proceeding with Action Items, Mr. Hunsinger presented a request for Sharon Sano and Noreene

Tarantino, to attend the New York State Association of Training & Employment Professionals (NYATEP), in Syracuse, NY, from March 5 to 7, 2012, at a room rate of \$94 per night and a meal cost of \$56 per day. He noted the program included material related to the Summer Youth Employment Program.

Motion was made by Mr. Sokol, seconded by Mr. Loeb and carried unanimously to approve the request for travel as outlined above. Copies of the Authorizations to Attend Meeting or Convention are on file with the minutes.

Mr. Hunsinger presented a request to host the Saratoga- Warren-Washington Workforce Investment Board (WIB) quarterly meeting, on February 29, 2012, at an estimated total cost of \$566. He stated the venue had not yet been selected and he was evaluating locations and costs. He added that the cost to host the meeting was reimbursed by the State.

Motion was made by Mr. Loeb, seconded by Mr. Wood and carried unanimously to approve the request to host the tri-county quarterly WIB meeting as outlined above. *A copy of the request to Host Meeting or Conference is on file with the minutes.*

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

Ms. Sabo presented a request to extend the Title IIIIE Caregiver Program contract with NEC Care, Inc., for the one month period commencing December 1, 2011 and terminating December 31, 2011, for emergency respite services provided in the Town of Horicon, for a total amount not to exceed \$2,620.

Motion was made by Mr. Sokol, seconded by Mr. Wood and carried unanimously to approve the request to extend the contract as outlined above, and the necessary resolution was authorized for the February 17, 2012 Board Meeting. *A copy of the resolution request form is on file with the minutes.*

Ms. Sabo presented a request to reappoint Advisory Council members for 2012, for the period commencing January 1, 2012 and terminating December 31, 2012.

Motion was made by Mr. Vanselow, seconded by Mrs. Frasier and carried unanimously to approve the request to reappoint the Advisory Council as outlined, and the necessary resolution was authorized for the February 17, 2012 Board Meeting. *A copy of the resolution request form is on file with the minutes.*

Next, Ms. Sabo presented a request to extend the Health Insurance Information Counseling and Assistance Program (HIICAP) contract with the Greater Glens Falls Senior Center, for the period commencing April 1, 2012 and terminating March 31, 2013, for a total amount not to exceed \$11,500.

Motion was made by Mr. Sokol, seconded by Mrs. Wood and carried unanimously to approve the request to extend the contract as outlined above and the necessary resolution was authorized for the February 17, 2012 Board Meeting. *A copy of the resolution request form is on file with the minutes.*

Ms. Sabo presented a request to extend the contract with Catherine Keating-Stauch, for registered

dietician services, for the period commencing May 1, 2012 and terminating April 30, 2013, for a total amount not to exceed \$25,300. She noted the number of hours were decreased to offset an increase in the hourly wage.

Motion was made by Mr. Vanselow, seconded by Mrs. Frasier and carried unanimously to approve the request to extend the contract for dietician services as outlined above and the necessary resolution was authorized for the February 17, 2012 Board Meeting. *A copy of the resolution request form is on file with the minutes.*

Ms. Sabo presented a request to extend various Community Services contracts as per the attached Schedule "A", for the period commencing April 1, 2012 and terminating March 31, 2012, for a total amount not to exceed \$66,410.

Motion was made by Mrs. Wood, seconded by Mr. Sokol and carried unanimously to approve the request to extend the various Community Service contracts as outlined above and the necessary resolution was authorized for the February 17, 2012 Board Meeting. *A copy of the resolution request form is on file with the minutes.*

Pertaining to Personnel, Ms. Sabo presented a request to fill the vacant position of Nutrition Services Coordinator, annual salary of \$40,209, Employee No. 8826, due to retirement. Ms. Sabo advised that she anticipated the retiring staff person, Deborah Coalts would continue on a part-time basis until the full-time State mandated position was filled. She said it was a critical position with oversight of the entire nutrition program which included twelve sites and twelve staff.

Motion was made by Mr. Sokol, seconded by Mrs. Frasier and carried unanimously to approve the request to fill the position of Nutrition Services Coordinator 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.*

The final request presented by Ms. Sabo was a request for permission to employ Deborah Coalts as a consultant to the Nutrition Program, at a maximum of 20 hours per week, at an hourly wage of \$21, until the full-time Nutrition Services Coordinator was hired.

Motion was made by Mr. Vanselow, seconded by Mr. Loeb and carried unanimously to approve the request to retain the services of Deborah Coalts, on a part-time basis as outlined above and to refer same to the Personnel Committee. *A copy of the resolution request form is on file with the minutes.*

Pertaining to the Warrensburg mealsite relocation to Countryside Adult Home, Ms. Sabo advised she and Dee Park, Director of Countryside Adult Home (Countryside), had met with the New York State Department of Health (NYS DOH) regarding the matter. She apprised that Ms. Park felt it could take six months to obtain NYS DOH approval and noted the current Memorandum of Understanding (MOU) covered only the Warrensburg mealsite. Ms. Sabo advised that a mandate to boil water was in effect at the current Warrensburg mealsite. Mr. Geraghty suggested appealing to Senator Little to expedite the County's efforts to make Countryside a viable mealsite facility. Mr. Strainer agreed the time restraints were unacceptable. Ms. Sabo advised the Committee to address the issue involving the NYS DOH with Ms. Park as she was the primary contact for DOH matters at Countryside. She informed that OFA compliance was satisfactory and she pointed out that compliancy for Adult Nursing Home facilities was significantly more stringent. Ms. McKinstry raised the issue of food procurement procedures, and Ms. Sabo advised she had consolidated all ordering which yielded a savings for the OFA and would not increase the total cost to the County. Mrs.

McKinstry advised Ms. Sabo to communicate with the DSS to ensure the continuation of reimbursements and cost containment, and to provide the DSS with a copy of the contract, for the purpose of reimbursement review.

A discussion ensued and Ms. Sabo said she anticipated cost savings due to economies of scale; although, she said, exact figures were not available at this time. Mr. Vanselow asked how the mealsite timeline in the Town of Johnsbury would be affected once the meals were prepared at Countryside and Ms. Sabo informed she would discuss the matter with Paul Dusek, County Administrator. Ms. Sabo affirmed there would be no reductions in meals for seniors; however, she said, the change was expected to effect Town personnel. She added that scheduling changes may not be completed by April 2012.

In terms of the delays related to DOH compliance, Ms. Sabo said she felt the delay was attributed to the DOH's need to review how such a change would impact the residents as well as staffing. She stated that Ms. Park had been vigilant regarding the matter which included maintaining a correspondence file, while attending to daily facility operations, and noted she spoke with Ms. Park on a regular basis. Unfortunately, Ms. Sabo said, there was not another suitable mealsite in the Town of Warrensburg. Mr. Strainer stated he would schedule a meeting with Mr. Dusek, Ms. Sabo and Ms. Park who could share up-to-date information regarding the NYS DOH. Mr. Loeb stated he would speak to Suzanne Wheeler, Acting Commissioner of DSS.

Ms. Sabo summarized some nationwide, as well as local aging statistics, and Mr. Strainer commended Ms. Sabo for sustaining and increasing the number of meals provided on a reduced budget.

Ms. Sabo stated that Mr. Dusek recommended a special Committee meeting to discuss matters related to the mealsite reorganization, which would include the Towns of Johnsbury, Lake Luzerne, Bolton and Chestertown. Mrs. Wood and Mr. Merlino agreed a meeting would be beneficial. It was consensus of the Committee that the additional Human Services Committee Meeting (OFA only) be held on February 6, 2012 at 9:30 a.m.

As there was no further business to come before the Human Services Committee, on motion made by Mrs. Frasier and seconded by Mrs. Wood, Mr. Strainer adjourned the meeting at 11:42 a.m.

Respectfully submitted,

Joanne Collins, Legislative Office Specialist