

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: HUMAN SERVICES

DATE: MAY 25, 2012

COMMITTEE MEMBERS PRESENT:

SUPERVISORS STRAINER
GIRARD
FRASIER
SOKOL
WOOD
VANSELOW

OTHERS PRESENT:

CHRIS HUNSINGER, DIRECTOR, EMPLOYMENT & TRAINING ADMINISTRATION
SHARON SANO, SENIOR COUNSELOR
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
SUPERVISORS THOMAS
CONOVER
DON LEHMAN, *THE POST STAR*
NICOLE LIVINGSTON, SECOND DEPUTY CLERK

COMMITTEE MEMBER ABSENT:

SUPERVISOR LOEB

Mr. Strainer called the meeting of the Human Services Committee to order at 11:15 a.m.

Motion was made by Mrs. Wood, seconded by Mrs. Frasier 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 an agenda to the Committee members; a copy of which is on file with the minutes.

Mr. Hunsinger presented a request to amend the 2012 County Budget in the amount of \$656,211 to reflect the receipt of Federal Workforce Investment Act (WIA) Funds. He advised that the Windows (XP) operating system would be discontinued in 2014 thereby necessitating an appropriation for office equipment to replace the computers in the Department.

Motion was made by Mr. Sokol, seconded by Mrs. Wood and carried unanimously to approve the request to amend the 2012 County Budget as outlined above and to refer same to the Finance Committee. *A copy of the request to Amend County Budget is on file with the minutes.*

Mr. Hunsinger requested permission to host the Annual Summer GED Awards Ceremony to be held at the One Stop Center, at an estimated total cost of \$400. Sharon Sano, Senior ETA Counselor, noted an increase in the number of GED recipients this year.

Motion was made by Mr. Girard, seconded by Mrs. Wood and carried unanimously to approve the request to host the Annual GED Ceremony as outlined. *A copy of the Request to Host Meeting or Conference is on file with the minutes.*

Concluding his agenda review, Mr. Hunsinger summarized the June calendar of events which included activities held at the One Stop Center and he noted the New York State Department of Labor (NYS DOL) would conduct the interviews for those receiving extended unemployment benefits.

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

Ms. Sabo presented a request which pertained to the position of Mealsite Manager for The Cedars, to amend the Table of Organization to change the hours and benefit status from 35 hours per week with benefits, to 30 hours per week without benefits. She advised the annual salary would change from \$20,743 to \$17,768, respectively. She advised the current substitute staff person had expressed interest in the 30 hour per week position.

Motion was made by Mr. Girard, seconded by Mrs. Frasier and carried unanimously to approve the request to amend the Table of Organization as outlined, and to refer same to the Personnel Committee.

Next, Ms. Sabo requested permission for herself, Cindy Cabana and Susan Dornan to attend ACUU (Aging Concerns Unite Us) training, in Albany, NY on June 5 and 6, 2012. She advised overnight stays were not necessary and the total costs were included in the budget. Ms. Sabo added that the training was mandatory for herself, and the two staff would each attend one day.

Motion was made by Mr. Vanselow, seconded by Mrs. Frasier and carried unanimously to approve the request for travel as outlined. *Copies of the Authorizations to Attend Meeting or Conventions are on file with the minutes.*

Pertaining to the Warrensburg mealsite, Ms. Sabo informed that all necessary details were complete in preparation for the relocation and she recommended a trial day for current participants, which would occur on June 25, the date set for the relocation. In terms of equipment, she said the milk cooler would be moved to the new site and the disposition of the unused equipment would be discussed with the Purchasing Department. Items such as the stove and dishwasher, she said, were included in the lease and belonged to the Church. Ms. Sabo explained that meals would be interrupted for one day on June 25th, but she did not anticipate any problems; noting that for those recipients who could not sustain the missed day, an extra meal would be delivered on the preceding delivery day.

Addressing new business, Ms. Sabo informed of her initiative to change the volunteer recognition program in order to recognize more volunteers and save money. The changes, she said, would include a recognition event at each site, rather than the annual picnic at the Elks Club. She said there were approximately 400 volunteers in Warren and Hamilton Counties, with a typical turnout of 100 volunteers for the annual picnic, as the location was prohibitive for some.

Due to the number of requests received for medical transportation, Ms. Sabo advised that she would like to work on a written policy with regard to medical transportation services provided by the OFA. The policy, she stated, would include a mileage, trip or financial cap for the purpose of cost containment. She stated her Department currently provided such transportation services which had become costly and difficult to manage. Ms. Sabo asked if a resolution was required and Joan Sady, Clerk of the Board, advised a resolution was not required but Ms. Sabo should review the policy with the County Administrator prior to implementation. Ms. Sabo noted that volunteers were reimbursed for mileage and the policy would prohibit reimbursements for out-of-State transport. Mrs. Frasier asked the number of recipients using transportation services and Ms. Sabo stated approximately 200 rides were made per month.

This concluded the OFA portion of the Human Services Committee Meeting and privilege of the floor was extended to Denise DiResta, Director of Veterans Services, who distributed copies of the agenda to Committee members; a copy of which is on file with the minutes.

Ms. DiResta informed of her pending orders (Active Duty status) to attend a one month Army National Guard Motor Transport Operator Training (MOS 88M), which was required for re-enlistment and promotion, from July 6 through August 7, 2012. She advised the Office would remain open and operational and she would stay apprised of email correspondences and maintain Office communications during her absence.

The final item presented by Ms. DiResta was a request to fill the vacant part-time position of Van Driver #2, annual salary of \$23,706, Employee No. 11707, due to termination. She noted the employee was currently on a medical leave of absence.

Motion was made by Mr. Girard, seconded by Mr. Sokol and carried unanimously to approve the request to fill the vacant position of Van Driver #2 (part-time) 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.*

Ms. DiResta thanked Don Lehman, Reporter with *The Post Star*, for his support with regard to coverage of the various Veterans programs and events. She said 130 veterans attended the Veterans Benefits Fair which was an outstanding event.

Ms. DiResta summarized the list of upcoming Memorial Day events. Mr. Strainer thanked Ms. DiResta for her dedication and hard work on behalf of the veterans of Warren County.

As there was no further business to come before the Human Services Committee, on motion made by Mr. Girard and seconded by Mrs. Wood, Mr. Strainer adjourned the meeting at 11:43 a.m.

Respectfully submitted,

Joanne Collins, Legislative Office Specialist