

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: HEALTH, HUMAN & SOCIAL SERVICES

DATE: MARCH 22, 2017

COMMITTEE MEMBERS PRESENT:

SUPERVISORS: FRASIER
MACDONALD
MONTESI
BRAYMER
MCDEVITT

COMMITTEE MEMBERS ABSENT:

SUPERVISORS: VANSELOW
LEGGETT

OTHERS PRESENT:

ROB YORK, DIRECTOR OFFICE OF COMMUNITY SERVICE
DEANNA PARK, DIRECTOR OF OFFICE FOR THE AGING
REPRESENTING THE DEPARTMENT OF SOCIAL SERVICES
MAUREEN SCHMIDT, COMMISSIONER
JULIE MONTERO, FISCAL MANAGER
REPRESENTING THE DEPARTMENT OF PUBLIC HEALTH:
PAT AUER, DIRECTOR OF PUBLIC HEALTH/PATIENT SERVICES
GINELLE JONES, ASSISTANT DIRECTOR OF PUBLIC HEALTH
DIVISION
TAMMIE DELORENZO, CLINICAL & FISCAL INFORMATICS
COORDINATOR
TAWN DRISCOLL, FISCAL MANAGER
VALERIE WHISENANT, ASSISTANT DIRECTOR OF HOME CARE
DIVISION
RONALD F. CONOVER, CHAIRMAN OF THE BOARD
KEVIN B. GERAGHTY, ACTING COUNTY ADMINISTRATOR
MARY ELIZABETH KISSANE, ASSISTANT COUNTY ATTORNEY
FRANK E. THOMAS, BUDGET OFFICER
AMANDA ALLEN, CLERK OF THE BOARD
SUPERVISORS BROCK
MERLINO
SEEBER
SIMPSON
SOKOL
STROUGH
DON LEHMAN, *THE POST STAR*
MOLLY GANOTES-GLEASON, LEGISLATIVE OFFICE SPECIALIST

Please note, the following contains a summarization of the March 22, 2017 meeting of the Health, Human & Social Services Committee; the meeting in its entirety can be viewed on the Warren County website using the following link: <http://www.warrencountyny.gov/gov/comm/Archive/2016/health/>

Mrs. Frasier called the meeting of the Health, Human & Social Services Committee to order at 9:51 a.m.

Motion was made by Mr. McDevitt, seconded by Mr. MacDonald 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 Robert York, Director, Office of Community Services, who distributed copies of the agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Mr. York presented a request for a transfer of funds as follows;

- 1) From Budget Code 4320.3490.016, Parsons MH, Revenue to Budget Code 4310.3490, Mental Health Admin, in the amount of \$14,470, and;
- 2) From Budget Code 4320.0165.470, Parsons Child and Family Ctr, to Budget Code 4310.470, Mental Health/Contracts in the amount of \$14,470.

Motion was made by Mr. Montesi, seconded by Mr. McDevitt and carried unanimously to approve the request and to forward same to the Finance Committee. *A copy of the Request for Transfer of Funds form is on file with the minutes.*

Next, Mr. York reviewed a Power Point Presentation entitled Office of Community Services of Warren County in detail, a copy of which is on file with the minutes.

Following, Mr. York spoke regarding 820 River Street, and explained how the New York State Office of Alcohol and Substance Abuse Services (OASIS) was unable to provide funding for them but they were currently still operating. He informed the issues would be brought to the attention of local Government Representatives. He notified the County was owed \$23,600 for the 2015 close out and \$36,800 for Advanced Funding for August and September 2016.

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

Commencing her agenda review, Ms. Park presented a request to authorize a Memorandum of Understanding between the Warren and Hamilton County Departments of Social Services, specifically the Adult Protective Services Divisions, to work together to provide services to the older populations of Warren and Hamilton Counties.

Motion was made by Mr. MacDonald, seconded by Mr. Montesi and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the April 21st Board Meeting. *A copy of the resolution request form is on file with the minutes.*

Following, Ms. Park introduced a request to authorize an application to the NY Connect Expansion and Enhancement Program for grant funding in the amount of \$110,190, for a term commencing January 1, 2017 and terminating March 31, 2018.

Motion was made by Mr. MacDonald, seconded by Mr. McDevitt and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the April 21st Board Meeting. *A copy of the resolution request form is on file with the minutes.*

Next, Ms. Park encouraged local officials to attend the Aging Concerns Unite Us conference, June 6-7, 2017 at a cost of \$390 which she informed was 100% reimbursable.

Ms. Park presented a request to amend Resolution 119 of 2016 to increase the amount of the Expanded In-Home Services for the Elderly Program contract with Hamilton County Public Health Nursing from \$50,000 to \$65,000 to better meet the needs of Hamilton County residents.

Motion was made by Mr. MacDonald, seconded by Mr. Montesi and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the April 21st Board Meeting. *A copy of the resolution request form is on file with the minutes. (Subsequent to the meeting it was determined that two actions were necessary to achieve the necessary action, as follows: 1.) to amend Resolution 119 of 2016 to increase the amount of the Expanded In-Home Services for the Elderly Program contract with Hamilton County Public Health Nursing from \$50,000 to \$65,000 to better meet the needs of Hamilton County residents; and 2.) to amend Resolution No. 120 of 2016 to increase the hourly rate for Hamilton County Nursing Services under Title IIIIE from the 2009 rate of \$30.31 to \$37.31, and following the medical rates for all other services.)*

Concluding, Ms. Park notified President Trump's budget cuts would not impact the Community Block Grant.

Privilege of the floor was extended to Maureen Schmidt, Commissioner, Department of Social Services, who distributed copies of the agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Commencing her agenda review, Ms. Schmidt presented a request to authorize renewal of various contracts for Special Delinquency Prevention programs for the term commencing January 1, 2017 and terminating December 31, 2017.

Motion was made by Mr. Montesi, seconded by Mr. McDevitt and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the April 21st Board Meeting. *A copy of the resolution request form is on file with the minutes.*

Privilege of the floor was extended to Julie Montero, Fiscal Manager for the DSS, who reviewed the Revenue and Expenditure Reports. She indicated the Budget was on target and revenue was slow the first part of the year. She advised overtime was running high due to a large volume of Child Protective Services (CPS) calls and she informed they were trying to reduced overtime hours where they could. She apprised they were \$500,000 over Budget due to an Intergovernmental transfer (IGT).

Privilege of the floor was extended to Pat Auer, Director of Public Health/Patient Services, who distributed copies of the agenda to the Committee members; *a copy is on file with the minutes.*

Commencing her agenda review, Ms. Auer presented a request to amend the Table of Organization and Salary Schedule create the position of Part-Time, Early Intervention Coordinator Position, 24 hours per week, Grade 18, Annual Base Salary \$42,837, effective April 24, 2017.

Motion was made by Mr. MacDonald, seconded by Mr. Montesi and carried unanimously to amend the Table of Organization and Salary Schedule to create the new position of Early Intervention Service Coordinator, effective April 24, 2017, and refer same to the Personnel & Higher Education Committee. *A copy of the resolution request form is on file with the minutes.*

Regarding the Referral/Pending portion of the agenda, Ms. Auer informed no action was need concerning Tobacco 21.

Tawn Driscoll, Fiscal Manager, informed Attachment #2, regarding the Information for Discussion/Review portion of the agenda, pertained to the current financial status as of March 15, 2017. Regarding salaries, Ms. Driscoll notified they were \$65,770.23 under budget compared to last year and she said they were at 15.43% of the current budget this year and 18.94% compared to the budget for salaries last year. She said it was due to staffing shortages. She informed Attachment #3 was self-explanatory and pertained to revenue and expenses comparison for 2016 and 2017. She explained the contractual was due to the timing of invoices being at year end and a batch of checks would be processed next week in hopes of closing out 2016. She added revenue for the month of January was slightly up as compared to the same time last year and benefits were down due to staffing shortages.

Ms. Auer reported that Attachment #1 was a monthly Emergency Response and Preparedness report.

Next, Valerie Whisenant, Assistant Director of Home Care Division, provided the status of referrals. She notified physical therapy (PT) referrals were down due to a leave of absence for their Physical Therapist.

Ms. Auer spoke regarding the staffing update, she notified one Full-Time Nurse completed her probation period and resigned due to personal and health reasons. She noted the nurse wanted to work three days a week, to which she said was positive.

Ms. Auer presented a request to fill the vacant position of Infant Feeding Advocate, Grade 3, Annual Base Salary \$25,823, due to resignation. She added the position had no longevity due to the low salary and she hoped for a salary increase with the next grant.

Motion was made by Mr. MacDonald, seconded by Ms. Braymer and carried unanimously to approve the request and refer same to Personnel & Higher Education Committee for reporting purposes. *A copy of the Notice of Intent to Fill Vacant Position form is on file with the minutes.*

Following, Ms. Driscoll provided an update on the rabies statistics and she indicated the State grant was \$16,857 and would expire at the end of March 2017. She mentioned that the funds were exhausted at the end of December 2016.

Mary Elizabeth Kissane, Assistant County Attorney, announced an executive session would be necessary to discuss the employment of a particular corporation.

Motion was made by Mr. MacDonald, seconded by Mr. Montesi and carried unanimously to enter into an Executive session pursuant to Section 105(f) of the Public Officer's Law.

Executive session was held from 10:45 a.m. until 11:20 a.m.

Upon reconvening, Mrs. Frasier announced that no action had been taken during the executive session.

There being no further business to come before the Health, Human & Social Services Committee, on motion made by Mr. MacDonald and seconded by Mr. McDevitt, Mrs. Frasier adjourned the meeting at 11:20 a.m.

Respectfully submitted,
Molly Ganotes-Gleason, Legislative Office Special