

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: HEALTH, HUMAN AND SOCIAL SERVICES

DATE: JULY 24, 2017

COMMITTEE MEMBERS PRESENT:

SUPERVISORS FRASIER
MACDONALD
MONTESI
MCDEVITT
LEGGETT

COMMITTEE MEMBERS ABSENT:

SUPERVISORS VANSELOW
BRAYMER

OTHERS PRESENT:

CHRIS HUNSINGER, DIRECTOR OF EMPLOYMENT & TRAINING ADMINISTRATION
ROB YORK, DIRECTOR, OFFICE OF COMMUNITY SERVICES
REPRESENTING THE DEPARTMENT OF SOCIAL SERVICES:
MAUREEN SCHMIDT, COMMISSIONER
JULIE MONTERO, FISCAL MANAGER
REPRESENTING THE DEPARTMENT OF PUBLIC HEALTH/PATIENT SERVICES:
PAT AUER, DIRECTOR OF PUBLIC HEALTH/PATIENT SERVICES:
GINELLE JONES, ASSISTANT DIRECTOR OF PUBLIC HEALTH DIVISION
TAWN DRISCOLL, FISCAL MANAGER
VALERIE WHISENANT, ASSISTANT DIRECTOR OF PATIENT SERVICES
TAMMIE DELORENZO, CLINICAL & FISCAL INFOMATICS COORDINATOR
KEVIN B. GERAGHTY, ACTING COUNTY ADMINISTRATOR
MARY ELIZABETH KISSANE, FIRST ASSISTANT COUNTY ATTORNEY
SARAH MCLENITHAN, DEPUTY CLERK OF THE BOARD
FRANK THOMAS, BUDGET OFFICER
SUPERVISORS BEATY
SEEBER
SOKOL
DON LEHMAN, *THE POST STAR*
LESLIE LOVELACE, SECRETARY TO THE CLERK OF THE BOARD

Please note, the following contains a summarization of the July 24, 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/2017/health>

Mrs. Frasier called the meeting of the Health, Human & Social Services Committee to order at 9:45 a.m.

Motion was made by Mr. McDevitt, seconded by Mr. Montesi and carried unanimously to approve the minutes of the previous Health Services 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 his agenda to the Committee members; *a copy of the ETA agenda is on file with the minutes.*

Commencing his agenda review, Mr. Hunsinger presented the following requests:

- 1) To authorize a contract with Washington-Saratoga-Warren-Hamilton-Essex BOCES (*Board of Cooperative Educational Services*) in an amount not to exceed \$14,900 to provide youth educational program services for the WIOA (*Workforce Investment and Opportunity Fund*) Youth Employment Program and prepare youth for the TASC (*Test Assessing Secondary Completion*) high school equivalency assessment for the 2017 - 2018 school year for a term commencing September 18, 2017 and terminating June 29, 2018.

Motion was made by Mr. MacDonald, seconded by Mr. McDevitt and carried unanimously to approve the request and the necessary resolution was authorized for the August 18th Board meeting. *A copy of the resolution request form is on file with the minutes.*

- 2) To appoint Kerrie L. Hill as a member to the Saratoga-Warren-Washington Counties Workforce Development Board for a term commencing August 18, 2017 and terminating June 30, 2019.

Motion was made by Mr. Leggett, seconded by Mr. Montesi and carried unanimously to approve the request and the necessary resolution was authorized for the August 18th Board meeting. *A copy of the resolution request form is on file with the minutes.*

Continuing with the Information for Discussion/Review portion of the agenda, Mr. Hunsinger announced the Summer Youth Award Ceremony and Picnic would be held on August 16, 2017 at the Crandall Park Pavilion at noon, and he extended an invitation for the Committee to attend.

Mr. Leggett thanked Mr. Hunsinger for sending out the Calendar of Events and inquired about attendance; Mr. Hunsinger replied that attendance levels ranged, but were higher during recessions.

A discussion ensued with regard to payments made to BOCES for testing.

There being no further ETA business to discuss, privilege of the floor was extended to Rob York, *Director of the Office of Community Services*, who distributed copies of his agenda to the Committee members; *a copy of the Mental Health/Office of Community Services agenda is on file with the minutes.*

Commencing his agenda review, Mr. York presented a request to amend Resolution No. 501 of 2016 to allow the pass through of funding from New York State OASAS (*Office of Alcoholism and Substance Abuse Services*) to 820 River St. Inc., contingent upon the outcome of pending litigation between 820 River St., Inc. and New York State OASAS.

Following some discussion with regard to the reasons why New York State OASAS had cut funding, a motion was made by Mr. Montesi, seconded by Mr. MacDonald and carried unanimously to approve the request and the necessary resolution was authorized for the August 18th Board meeting. *A copy of the resolution request form is on file with the minutes.*

Next, Mr. York apprised of a Sequential Intercept Mapping Workshop scheduled for September 26 - 27, 2017 in the 1st floor training room at the Human Services Building. He explained this would be a day and a half meeting which would include attendance by representatives of local law enforcement, the Warren County District Attorney's Office, the Warren County Court System support staff, Corrections personnel, various treatment providers, the Mobile Crisis Team, and Emergency Room staff. He said outside funding had been obtained to support the workshop to better serve mental health and substance abuse individuals. He also noted a Disaster Mental Health Training had been arranged for September 29, 2017 with the location to be determined.

Concluding his agenda review, Mr. York advised that in keeping with the revised Travel Policy he had included in his agenda packet a copy of the fully executed Authorization to Attend Meeting or Convention form required for his attendance at the NYS Office of Mental Health Fundamentals of Disaster Mental Health held in Oriskany, NY on June 22, 2017 at a total cost of \$130.54 and the Quarterly North Country Regional Planning Consortium meeting in Saranac Lake, NY on May 19, 2017 at a total cost of \$108.07.

There being no further Mental Health/Office of Community Services business to discuss, privilege of the floor was extended to Maureen Schmidt, *Commissioner, Department of Social Services (DSS)*, who distributed copies of her agenda to the Committee members; *a copy of the DSS agenda is on file with the minutes.*

Commencing the DSS agenda review, Ms. Schmidt presented the following requests:

- 1) To fill the vacant positions of:
 - a) Caseworker #20, *Grade 16, Base Annual Salary \$41,158*, due to resignation.
 - b) Caseworker #22, *Grade 16, Base Annual Salary \$41,158*, due to resignation.
 - c) Keyboard Specialist #6, *Grade 3, Base Annual Salary \$26,585*, in the Child Support unit, due to resignation.
 - d) Social Welfare Examiner #41, *Grade 8, Base Annual Salary \$33,189*, due to resignation.

Motion was made by Mr. MacDonald, seconded by Mr. Montesi and carried unanimously to approve the requests as outlined above and forward same to the Personnel & Higher Education Committee for reporting purposes. *Copies of the Notice of Intent to Fill Vacant Position forms are on file with the minutes.*

- 2) To amend the Table of Organization and Salary Schedule to increase the annual salary of the Case Supervisor A position from \$59,000 to \$63,000, effective August 18, 2017.

Motion was made by Mr. MacDonald, seconded by Mr. Montesi and carried unanimously to approve the request and forward same to the Personnel & Higher Education Committee. *A copy of the resolution request form is on file with the minutes.*

- 3) To amend the Table of Organization and Salary Schedule to create and fill the position of Resource Recovery Coordinator, *Grade 14, Base Annual Salary \$38,848*, and to abolish the position of Resource Assistant, *Grade 12, Base Annual Salary \$36,822*, effective August 18, 2017.

Motion was made by Mr. McDevitt, seconded by Mr. MacDonald and carried unanimously to approve the request and forward same to the Personnel & Higher Education Committee. *A copy of the resolution request form and the Notice of Intent to Fill Vacant Position form are on file with the minutes.*

- 4) To authorize the Chairman of the Board and Warren County Treasurer to execute an application for Youth Program Funds from New York State Office of Children and Family Services for Youth Program Funds as outlined in the 2017 Resource Allocation Package.

Motion was made by Mr. Montesi, seconded by Mr. McDevitt and carried unanimously to approve the request and the necessary resolution was authorized for the August 18th Board meeting. *A copy of the resolution request form is on file with the minutes.*

- 5) To authorize Warren County to enter into agreements with Towns and Municipalities within Warren County to reimburse a portion of the costs for recreational programs and services for 2017.

Motion was made by Mr. MacDonald, seconded by Mr. Montesi and carried unanimously to approve the request and the necessary resolution was authorized for the August 18th Board meeting. *A copy of the resolution request form is on file with the minutes.*

- 6) To accept the donation of \$20,000 from the Children's Committee of Warren County to fund a part-time Community Services position that would serve Foster Care Youth.

Motion was made by Mr. MacDonald, seconded by Mr. McDevitt and carried unanimously to approve the request and the necessary resolution was authorized for the August 18th Board meeting. *A copy of the resolution request is on file with the minutes.*

Continuing to the Information for Discussion portion of the agenda, Ms. Schmidt apprised the DSS Fraud Unit consisted of one Senior Fraud Investigator, two Fraud Investigators and one Senior Account

Clerk. She explained overpayment recoveries and provided comparison amounts for last year and what was collected this year up to June.

In regards to Countryside Adult Home, Ms. Schmidt stated there were thirty-two long term residents, but she noted they would have thirty-three to thirty-four by the end of the week, and one resident in respite in September. She advised Edward Corcoran, *Director of Countryside Adult Home*, continued to work on daycare admissions, which he had two or three leads on.

Mr. Leggett added that Mr. Corcoran had reached out to him and would be attending the Chestertown Board meeting to speak on behalf of Countryside. Ms. Schmidt added he would be attending Johnsburg's Board meeting also and thanked Mr. Leggett for allowing him to attend the meeting.

Privilege of the floor was extended to Julie Montero, *Fiscal Manager*, who briefly reviewed the Budget Analysis and Overtime Reports, stating overtime had been consistently high due to the high call volume and training. She then reviewed the DSS Revenue and Expenditure Reports for June 2017, noting the delay in the turn around time for payments made on contracts was three months and therefore, she said, they should see an increase in revenue during the last six months of the year. Ms. Montero informed the Committee she had observed a reduction in grant allocations and with the 2018 Budget nearing she wanted to bring awareness to that.

There being no further DSS or Countryside business to discuss, privilege of the floor was extended to Pat Auer, *Director of Public Health/Patient Services*, who distributed copies of her agenda to the Committee members; *a copy of the Public Health agenda is on file with the minutes.*

Commencing the agenda review, Ms. Auer extended the privilege of the floor to Tawn Driscoll, *Fiscal Manager*, who presented the following requests:

- 1) To authorize a transfer of funds totaling \$17,408 between various budget codes to cover part time salaries and to cover items needed for the BT grant.

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

- 2) To amend the County Budget in the amount of:
 - a) \$2,707 to reflect the receipt of COLA (*Cost of Living Adjustment*) funding for the Disease Program IAP (*Immunization Action Program*) grant;
 - b) \$1,895 to reflect the receipt of COLA funding for the Disease Program Lead grant; and
 - c) \$1,422 to reflect the receipt of COLA funding for the Disease Program Rabies grant.

Motion was made by Mr. MacDonald, seconded by Mr. Montesi and carried unanimously to approve the request and forward same to the Finance Committee. *A copy of the resolution request is on file with the minutes.*

- 3) To amend the County Budget in the amount of \$622 to reflect the receipt of COLA funding for the Family Health Program CSHCN (*Children with Special Health Care Needs*) grant.

Motion was made by Mr. Montesi, seconded by Mr. MacDonald and carried unanimously to approve both of the aforementioned requests and forward same to the Finance Committee. *Copies of both resolution request forms are on file with the minutes.*

Ms. Auer continued the agenda review, presenting the following requests:

- 4) To authorize a contract with Wendy Marciariello, RPT, to provide Physical Therapy Services in a form approved by the County Attorney for the term commencing August 21, 2017 and terminating with thirty day written notice by either party.

Motion was made by Mr. McDevitt , seconded by Mr. MacDonald and carried unanimously to approve the request and the necessary resolution was authorized for the August 18th Board meeting. *A copy of the resolution request form is on file with the minutes.*

- 5) To authorize a contract with Michael Fish, RPH, to provide Pharmacy Consultant Services as required by New York State Department of Health at a rate of \$65/hour, total amount not to exceed \$325 annually, in a form approved by the County Attorney for the term commencing on August 21, 2017 and terminating with thirty day written notice by either party.

Motion was made by Mr. MacDonald, seconded by Mr. Leggett and carried unanimously to approve the request and the necessary resolution was authorized for the August 18th Board meeting. *A copy of the resolution request form is on file with the minutes.*

- 6) To authorize a new contract with Warren County Head Start to provide one on one aide services for specifically identified special needs preschool children at New York State Education Department approved rates term commencing on August 21, 2017 and terminating upon thirty days written notice by either party.

Motion was made by Mr. McDevitt, seconded by Mr. MacDonald and carried unanimously to approve the request and the necessary resolution was authorized for the August 18th Board meeting. *A copy of the resolution request form is on file with the minutes.*

- 7) To amend the contract with Delta Health Technologies to allow for the migration of Patient Information Data from Encore to Crescendo to preserve Warren County Health Services' investment in it's Encore perpetual license.

Ms. Auer explained that monies received from the DSRIP (*Delivery System Reform Incentive Payment*) funds would pay for this software upgrade and would not come from the County Budget. Tammie DeLorenzo, *Clinical & Fiscal Infomatics Coordinator*, apprised that being involved with DSRIP meant there was an obligation to contribute data, as well as receive it from other Healthcare entities and the current software program would be phased out next year. She also mentioned a New York State Department of Health grant they would be eligible to apply for after the Crescendo software was integrated.

Motion was made by Mr. Montesi, seconded by Mr. MacDonald and carried unanimously to approve the request and the necessary resolution was authorized for the August 18th Board meeting. *A copy of the resolution request form is on file with the minutes.*

As there were no Referral/Pending Items to discuss, review of the Information for Discussion/Review proceeded, as follows:

Report of Expenditures, Revenues, Overtime and Per Diem Use for 2017 - Ms. Driscoll, gave an update on the month's closing financials. She noted they were still on target as shown in Attachment #2.

Revenue and Expense Comparison Report for 2016 vs 2017 - Ms. Driscoll provided a brief overview of the reports included in the agenda packet as Attachment #3.

Emergency Response and Preparedness Activities - Ms. Auer advised Attachment No. 1 in the agenda packet included a review of the Emergency Response and Preparedness Activities for the month.

Status of Referrals - Valerie Whisenant, *Assistant Director of Patient Services*, reviewed the referrals, included as Attachment #4, advising that four patients had not been accepted due to lack of physical therapy services which was the reason for presenting a request for a contract with Wendy Marciariello, PT today.

Personnel Update - Ms. Auer stated there had been no resignations or retirements last month and she had backfilled a nurse position.

Rabies Program Report- Ms. Auer indicated that the new plan for managing animal bites was continuing to go well.

Privilege of the floor was extended to Ginelle Jones, *Assistant Director of Public Health Division*, who distributed an informational sheet on the current Parvassan Virus which she reviewed; *a copy of the handout is on file with the minutes.*

Mr. McDevitt questioned if the gentleman in Saratoga County that was infected had passed away as a result of the virus and Ms. Jones replied affirmatively. Ms. Seeber apprised the gentleman was a relative of hers and the family members had approached her and asked if Warren County was taking any precautions for the public such as Albany County, Washington County and Saratoga County, who were spraying as a prevention measure. She suggested the Warren County bike trails be sprayed to help prevention in that area. Discussion ensued about tick signs on the Warren County bike trail. Ms. Auer informed she would follow up with Jeffery Tennyson, *Superintendent of Public Works*, about the signs being installed and the possibility of spraying.

Vehicle Wrap - Ms. Auer presented the idea of vehicle wraps on one of the vehicles with health messages to advertise throughout the County which she had discussed with Mr. Geraghty and Mrs. Frasier using funds provided by Adirondack Health Institute. She said she would get quotes to bring those back to the Committee for review next month.

There being no further business to come before the Health, Human & Social Services Committee, on motion made by Mr. MacDonald and seconded by Mr. Montesi, Mrs. Frasier adjourned the meeting at 10:47 a.m.

Respectfully submitted,
Leslie Lovelace, Secretary to the Clerk of the Board