

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: HEALTH, HUMAN AND SOCIAL SERVICES

DATE: AUGUST 22, 2017

COMMITTEE MEMBERS PRESENT:

SUPERVISORS FRASIER
MACDONALD
MONTESI
BRAYMER
MCDEVITT
LEGGETT

COMMITTEE MEMBER ABSENT:

SUPERVISOR VANSELOW

OTHERS PRESENT:

DENISE DiRESTA, DIRECTOR OF VETERANS' SERVICES
DEANNA PARK, DIRECTOR OF OFFICE FOR THE AGING
REPRESENTING THE DEPARTMENT OF SOCIAL SERVICES:
MAUREEN SCHMIDT, COMMISSIONER
JULIE MONTERO, FISCAL MANAGER
EDWARD CORCORAN, DIRECTOR, COUNTRYSIDE ADULT HOME
KEVIN B. GERAGHTY, ACTING COUNTY ADMINISTRATOR
BRIAN REICHENBACH, COUNTY ATTORNEY
AMANDA ALLEN, CLERK OF THE BOARD
FRANK THOMAS, BUDGET OFFICER
SUPERVISORS BROCK
GIRARD
SEEBER
SIMPSON
SOKOL
DON LEHMAN, *THE POST STAR*
LESLIE LOVELACE, SECRETARY TO THE CLERK OF THE BOARD

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

Mrs. Frasier called the meeting of the Health, Human & Social Services Committee to order at 9:30 a.m.

Motion was made by Mr. Montesi, seconded by Mr. MacDonald 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 Denise DiResta, *Director of Veterans' Services*, who distributed copies of her agenda to the Committee members; *a copy of the Veterans' Services agenda is on file with the minutes.*

Commencing her agenda review, Ms. DiResta presented a request to transfer funds in the amount of \$450 from Budget Code A.6510 469, Other Payments/Contributions, to Budget Code A.6510 220, Office Equipment, for the purchase of a standing desk for an employee in her Office. She demonstrated funds were available within her existing budget due to savings in other areas and she noted that a copy of the letter submitted by the employee outlining the reasons for the request was included in the agenda packet.

Motion was made by Mr. Leggett, seconded by Mr. MacDonald 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. (Note: Subsequent to the meeting it was determined by the County Auditor that a resolution was not necessary to transfer funds within accounts as this could be approved by the Treasurer's Office.)*

Continuing with the Information for Discussion/Review portion of the agenda, Ms. DiResta spoke about the need for an agreement between the Warren County Veterans' Services Agency and the Warren County Department of Social Services (DSS) to allow them to collaborate on and make eligible, cost effective benefits in the least amount of time, to any client who is a Veteran or a surviving spouse of a

Veteran. Ms. DiResta advised that as an example, she had included in the agenda packet a copy of the Cooperative Agreement used by Delaware County. Maureen Schmidt, *DSS Commissioner*, agreed there was a need for the agreement Ms. DiResta referenced. Following some further discussion, it was determined that Ms. DiResta and Ms. Schmidt would collaborate with the DSS Attorney, and the County Attorney if necessary, to develop the a cooperative agreement which they would then bring back to the Committee for review and approval.

Ms. Braymer entered the meeting at 9:32 a.m.; Mr. Thomas entered the meeting at 9:35 a.m.

There being no further Veterans' Services business to discuss, privilege of the floor was extended to Deanna Park, *Director of the Office for the Aging (OFA)*, who distributed copies of her agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Commencing her agenda review with the Action Agenda section, Ms. Park presented the following requests:

- 1) To amend Resolution No. 153 of 2017 to include a contract with Interim Health Care in an amount not to exceed \$40,000 for the term commencing September 1, 2017 and terminating March 31, 2018.

Motion was made by Mr. MacDonald, seconded by Ms. Braymer and carried unanimously to approve the request and the necessary resolution was authorized for the September 15th Board meeting. *A copy of the resolution request form is on file with the minutes.*

- 2) To amend all OFA contracts at time of renewal to reflect changes previously made to OFA budget codes.

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 September 15th Board meeting. *A copy of the resolution request form is on file with the minutes.*

- 3) To amend Resolution No. 509 of 2016, authorizing contract with KLC Property Management for snow removal, to include provisions for hauling away excessive snow at the Bolton Meal Site at a rate not to exceed \$600 per occurrence.

Motion was made by Mr. McDevitt, seconded by Ms. Braymer and carried unanimously to approve the request and the necessary resolution was authorized for the September 15th Board meeting. *A copy of the resolution request form is on file with the minutes.*

- 4) Extending the existing agreement with Hamilton County to provide HEAP outreach and certification services to low income residents of Hamilton County at a cost not to exceed \$10 per application for the term commencing October 1, 2017 and terminating September 30, 2018.

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 September 15th Board meeting. *A copy of the resolution request form is on file with the minutes.*

Concluding her agenda review, Ms. Park extended an invitation to the upcoming Warren/Hamilton Senior Picnic which would be held on September 13, 2017 at 10:00 a.m. at the Warren County Fish Hatchery; she noted tickets for the event could be purchased through her Office for \$5 each.

There being no further OFA business to discuss, privilege of the floor was extended to Ms. Schmidt 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 with the Action Agenda/New Business section, Ms. Schmidt presented the following requests:

- 1) To authorize renewal of the agreement with Town of Queensbury to provide youth programs, including but not limited to Warren County Youth Court activities, in an amount not to exceed \$1,715 for the year 2017.

Motion was made by Mr. Montesi, seconded by Ms. Braymer and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the September 15th Board meeting. *A copy of the resolution request form is on file with the minutes.*

- 2) To amend the Warren County Table of Organization and Salary Schedule to set the salary of the Part-time Community Services Worker at a rate of \$15 per hour.

Motion was made by Mr. McDevitt, seconded by Ms. Braymer 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.*

Mr. Brock entered the meeting at 9:53 a.m.

Continuing to the Information for Discussion portion of the agenda, Ms. Schmidt apprised the DSS Adult Services consisted of one Supervisor, one Senior Case Worker and six Case Workers. She explained in order to be eligible for Adult Services an applicant had to be age 18 and older and must meet at least one of the three following criteria:

- 1) Physical illness, disability and/or mental impairment which would result in decreased capacity for self care and self determination;
- 2) Inability to meet ones essential needs or protect self from harm; or
- 3) Lack of a responsible adult to assist with help.

Ms. Schmidt advised that once this criteria was determined, an assessment was completed and assistance was provided to connect to services or help handle finances for those who did not know how to manage money. Ms. Schmidt mentioned the CASA (*Coordinated Alternative System Agency*) Unit was helpful for those elderly individuals needing assistance in personal care or private duty nurses. Mrs. Frasier inquired as to how many individuals were receiving assistance through the Adult Services program, and Ms. Schmidt responded there were thirty-nine ongoing cases with thirty-three active CASA cases and ten intakes. Mrs. Frasier apprised she appreciated the updates and information provided.

Privilege of the floor was extended to Edward Corcoran, *Director of Countryside Adult Home*, who distributed copies of his agenda to the Committee members, *a copy of the Countryside agenda is on file with the minutes.*

Commencing his agenda review, Mr. Corcoran presented a request to renew the contract with Warrensburg Laundry & Dry Cleaning, Inc., in an amount not to exceed \$45,000 for laundry services over the term commencing September 1, 2017 and terminating on February 28, 2018.

A lengthy discussion ensued relating to laundry services, during which Mr. Corcoran was requested to provide an updated cost analysis on providing laundry services on an in-house basis as compared to contracting with the local laundry service for review at the next Committee meeting. Additionally it was mentioned that the 2017 Countryside budget included funding for the purchase of machines to provide on-site laundry service and it was determined that although the sewer facilities would not be present to allow for such work to be done on-site this year, Mr. Corcoran should proceed to purchase the laundry

machines, as intended.

At the conclusion of discussion regarding the laundry services, a motion was made by Mr. Montesi, seconded by Mr. MacDonald and carried unanimously to approve the aforementioned request to renew the contract with Warrensburg Laundry & Dry Cleaning, Inc., for laundry services, as presented, and the necessary resolution was authorized for the September 15th Board meeting. *A copy of the resolution request form is on file with the minutes.*

Mr. Girard entered the meeting at 10:12 a.m.

Regarding admissions and discharges, Mr. Corcoran informed in July there were three admissions and no discharges; for August, he said there was one admission, one discharge, and currently thirty-three long-term residents housed at Countryside. He added there were six prospects going through the admission process, five long-term and one respite. Mr. Corcoran informed there had been one hundred hours of overtime which totaled to three hours per week due to employees calling off sick and one aide on workers' compensation.

Mr. Leggett commended Mr. Corcoran on the presentation he gave at a recent Town of Chester Board meeting; he noted the meeting had been well attended and the presentation was very informative on the services provided at Countryside. Mrs. Frasier indicated the residents of Hague were looking forward to his presentation at their Town Board meeting next month.

Ms. Seeber inquired as to whether Mr. Corcoran had contacted the Chamber of Commerce in regards to advertising and he replied that he had contacted them and was under the impression Countryside would have to join the membership in order to advertise with them. Ms. Seeber apprised that Warren County had secured a membership which covered all departments and employees and she urged him to utilize their advertising services.

Returning to the DSS Agenda, privilege of the floor was extended to Julie Montero, *Fiscal Manager*, who briefly reviewed the Budget Analysis and Overtime Reports included in the DSS agenda. She apprised revenues were a little low which was typical for this time of year; she added that overtime expenses had been consistent, but noted that due to the hiring of new Case Workers and the training involved, she anticipated it would increase.

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 10:21 a.m.

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