

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: HEALTH, HUMAN & SOCIAL SERVICES

DATE: NOVEMBER 20, 2017

COMMITTEE MEMBERS PRESENT:

SUPERVISORS: FRASIER
MACDONALD
MONTESI
BRAYMER
MCDEVITT
LEGETT

OTHERS PRESENT:

REPRESENTING THE DEPARTMENT OF PUBLIC HEALTH
PAT AUER, DIRECTOR OF PUBLIC HEALTH/PATIENT SERVICES
GINELLE JONES, ASSISTANT DIRECTOR OF PUBLIC HEALTH DIVISION
VALERIE WHISENANT, ASSISTANT DIRECTOR OF HOME CARE
DIVISION
TAWN DRISCOLL, FISCAL MANAGER
ROB YORK, DIRECTOR OFFICE OF COMMUNITY SERVICES
CHRIS HUNSINGER, DIRECTOR OF EMPLOYMENT & TRAINING
ADMINISTRATION
REPRESENTING THE DEPARTMENT OF SOCIAL SERVICES
CYNTHIA SCHROCK SEELEY, DEPUTY COMMISSIONER
JULIE MONTERO, FISCAL MANAGER
RONALD F. CONOVER, CHAIRMAN OF THE BOARD
KEVIN B. GERAGHTY, ACTING COUNTY ADMINISTRATOR
MARY ELIZABETH KISSANE, COUNTY ATTORNEY
AMANDA ALLEN, CLERK OF THE BOARD
FRANK E. THOMAS, BUDGET OFFICER
SUPERVISORS SIMPSON
SOKOL
WILLIAM LOEB, WARREN COUNTY RESIDENT
DON LEHMAN, *THE POST STAR*
MOLLY GANOTES-GLEASON, LEGISLATIVE OFFICE SPECIALIST

COMMITTEE MEMBER ABSENT:

SUPERVISOR: VANSELOW

Please note, the following contains a summarization of the November 20, 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 10:47 a.m.

Motion was made by Mr. Montesi, seconded by Mr. McDevitt 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.*

Commencing his agenda review, Mr. York presented a request to reappoint Lu Thomas-Cosgrove, Maureen Schmidt, James Dexter and Christina Bessen to the Warren County Community Services Board for the term commencing January 1, 2018 and terminating December 31, 2021.

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

Next, Mr. York introduced a request to authorize contracts with various contract agencies to provide community mental health services for the amounts listed in the agenda attachment over the term commencing January 1, 2018 and terminating December 31, 2018.

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

Mr. York presented a request to authorize a new contract with Wait House in an amount not to exceed \$33,352 to provide specialized mental health crisis respite services for the term commencing January 1, 2018 and terminating December 31, 2018.

Motion was made by Mr. McDevitt, seconded by Mr. MacDonald and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the December 15th Board Meeting. *A copy of the resolution request form is on file with the minutes.*

Concluding his agenda review, Mr. York presented a request to authorize a new contract with Northeast Parent and Child Society, Inc. in an amount not to exceed \$6,044 to provide specialized mental health respite services for the term commencing January 1, 2018 and terminating December 31, 2018.

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

There being no further Mental Health business to discuss, privilege of the floor was extended to Chris Hunsinger, *Director, 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.*

Pertaining to the Information for Discussion/Review portion of the agenda, Mr. Hunsinger presented a Power Point Presentation, entitled "Performance Throughout The Year". He indicated there were forty-five youth in the work program. He provided an overview of the locations and credits the youth achieved during the summer and the year round program.

There being no further ETA business to discuss, privilege of the floor was extended to Cynthia Schrock Seeley, *Deputy Commissioner, Department of Social Services (DSS)*, 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, Ms. Schrock Seeley introduced a request to amend Resolution No. 408 of 2017 to remove the November 21, 2017 effective date for deletion of the Resource Assistant #2 position. She explained this position would not be deleted until the Resource Recovery Coordination was filled and training was complete.

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

Upon further discussion, Amanda Allen, *Clerk of the Board*, indicated the effective date could not be removed completely, as requested; Mrs. Frasier suggested that the date be changed to January 31, 2018 and Ms. Schrock Seeley agreed this would be acceptable.

A motion was made by Mr. Leggett, seconded by Mr. MacDonald and carried unanimously to amend Resolution No. 408 of 2017 to change the date for deletion of the Resource Assistant #2 position to January 31, 2018 and forward same to the Personnel & Higher Education Committee. *A copy of the resolution request form is on file with the minutes.*

Concluding her agenda review, Ms. Schrock Seeley mentioned the DSS would be receiving \$30,000 from the New York State Youth Development Program to plan and coordinate a program for sexually exploited youth. She indicated they were currently working on the plan and approved budget for the \$30,000. She notified the budget would be amended early in 2018 to reflect the receipt of these funds.

Privilege of the floor was extended to Julie Montero, *Fiscal Manager*, who provided an overview of the Monthly Budget Analysis and Overtime Reports. Ms. Montero apprised they had tried to limit overtime use, but noted the amount used was impacted by the number of calls received by the CPS (*Child Protective Services*) unit and after hours on call staff. She indicated they had already surpassed last years overtime expense for the same time period and would continue to try and limit overtime usage as much as possible. She added she had allocated enough money in the existing budget to cover anticipated overtime expenses for the remainder of the year.

Mr. Leggett inquired if DSS expenses were currently under budget and Ms. Montero answered in the negative, indicating there were anticipated payments still to be made. She informed December revenues were low and additional revenue was expected early next year.

Ms. Braymer inquired as to the status of Maureen Schmidt, *Commissioner of Social Services*, and Mrs. Frasier indicated Ms. Schmidt had submitted a letter announcing her retirement which would take place in January.

There being no further DSS 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 is on file with the minutes.*

Commencing her agenda review, Ms. Auer presented a request to appoint William Borgos, MD as the Medical Director for the Division of Home Care, as well as to appoint him as a member of the Warren County Health Services Professional Advisory Committee effective January 1, 2018.

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

Privilege of the floor was extended to Tawn Driscoll, *Fiscal Manager*, who spoke about request for a transfer of funds between various Budget Codes totaling \$21,985.00 to balance accounts and cover expenses for the remainder of 2017.

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

Next, Ms. Driscoll provided an overview of the Revenue and Expense Comparison 2017 vs. 2016, a copy of which is included in the agenda packet. She reported salary and overtime expenses were down due to the use of per diem staff; she mentioned both contractual and employee benefit expenses were also down slightly.

A brief discussion ensued.

Moving on, Ms. Auer reported that Tammie DeLorenzo, *Clinical and Fiscal Informatics Coordinator* and Valerie Whisenant, *Assistant Director of the Home Care Division*, had attended the Home Care Association of New York State Quality and Technology Symposium in Suffern, New York on November 16 and 17, 2017

Ms Auer informed the monthly Response and Preparedness Activities report was included in the agenda packet.

Regarding the Status of Referrals portion of the agenda, Ms. Auer notified this number had increased significantly. Ms. Whisenant mentioned staffing at the Glens Falls Hospital was down and they were working with Hudson Headwaters Health Network (HHHN). She said referrals were sent to all home care agencies in the area and they were praised for their quick response to referrals.

Concluding her agenda review, Ms. Auer displayed photos of the new lettering and wrap decals on one of the Home Care vehicles that was paid for through a grant.

Copies of the Veterans' Services agenda were distributed to the Committee members and a copy of same is on file with the meeting minutes. Mrs. Frasier advised that Denise DiResta, *Director of Veterans' Services*, was unable to attend the meeting today and advised she had agreed to present the agenda in her absence. Mrs. Frasier then presented a request to create two new positions for Per Diem Van Driver, *Grade 2, \$12.5129/hour*, effective December 18, 2017. Following a question by Mr. Leggett, Mrs. Allen explained that the Committee had previously approved the request to create one Per Diem Van Driver position; however, she said, it was subsequently determined that a separate position must be created for each of the per diem drivers Ms. DiResta wanted to use. Mrs. Allen noted that this would have no budget impact as the per diem drivers would be used on an as needed basis and would be paid from the same existing funding.

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

As there was no further business to come before the Health, Human & Social Services Committee, on motion made by Ms. Braymer and seconded by Mr. MacDonald, Mrs. Frasier adjourned the meeting at 11:28 a.m.

Respectfully submitted,
Molly Ganotes-Gleason, Legislative Office Specialist