

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: HEALTH, HUMAN AND SOCIAL SERVICES

DATE: NOVEMBER 20, 2018

COMMITTEE MEMBERS PRESENT:

SUPERVISORS FRASIER
MCDEVITT
BRAYMER
LOEB
HYDE
MAGOWAN
SOKOL

OTHERS PRESENT:

ROB YORK, DIRECTOR, OFFICE OF COMMUNITY SERVICES
CHRIS HUNSINGER, DIRECTOR, EMPLOYMENT & TRAINING ADMINISTRATION
REPRESENTING THE DEPARTMENT OF PUBLIC HEALTH:
GINELLE JONES, DIRECTOR, PUBLIC HEALTH/PATIENT SERVICES
TAWN DRISCOLL, FISCAL MANAGER
RYAN MOORE, COUNTY ADMINISTRATOR
MARY ELIZABETH KISSANE, COUNTY ATTORNEY
AMANDA ALLEN, CLERK OF THE BOARD
FRANK THOMAS, BUDGET OFFICER
SUPERVISORS BEATY
DRISCOLL
GERAGHTY
SIMPSON
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR
DON LEHMAN, *THE POST STAR*
THOM RANDALL, *ADIRONDACK JOURNAL*
SARAH MCLENITHAN, DEPUTY CLERK OF THE BOARD

COMMITTEE MEMBER ABSENT:

SUPERVISOR LEGGETT
DIAMOND

Please note, the following contains a summarization of the November 20, 2018 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/2018/health>

Mrs. Frasier called the meeting of the Health, Human & Social Services Committee to order at 12:10 p.m.

Motion was made by Mr. McDevitt, seconded by Mr. Loeb 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, 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 a request to authorize an agreement with the Council for Prevention to provide leadership training and mentoring to youth enrolled in the Workforce Innovation and Opportunity Act program for a term commencing November 13, 2018 and terminating June, 30, 2019 in an amount not to exceed \$3,000.

Motion was made by Mr. McDevitt, seconded by Mr. Magowan and carried unanimously to approve the request and the necessary resolution was authorized for the December 21st Board meeting. *A copy of the resolution request form is on file with the minutes.*

Moving on to the Information/Discussion/Review portion of the agenda, Mr. Hunsinger provided copies of the bylaws of Saratoga-Warren-Washington Workforce Development Board; *a copy of which is on file with the minutes.* Mr. Loeb requested he provide a review to the Committee how the community would be impacted if the Board ceased to exist at the next meeting. Finally, Mr. Hunsinger announced the next Saratoga-Warren-Washington Workforce Development Board Meeting would be held on December 12, 2018 at 8 a.m. at 333 Glen Street, 2nd Floor Community Room and encouraged anyone who wished to attend to contact him.

This concluded the review of the ETA agenda and privilege of the floor was extended to Ginelle Jones,

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

Commencing her agenda review, Ms. Jones presented the following requests:

- 1) To amend the contract with North Country Home Services, Inc. to reflect the 2019 Home Health Aide rate of \$31.20/hour effective January 1, 2019.

Motion was made by Mr. Sokol, seconded by Mr. McDevitt and carried unanimously to approve the request and the necessary resolution was authorized for the December 21st Board meeting. *A copy of the resolution request form is on file with the minutes.*

- 2) To authorize transfers of funds between various budget codes totaling \$6,250 to cover the actual Bioterrorism and WIC Program expenses through the end of the year.

Motion was made by Mr. Sokol, seconded by Mr. Loeb 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.*

Moving on, a review of the Information for Discussion/Review portion of the agenda proceeded as follows:

Emergency Response and Preparedness - Ms. Jones advised Attachment #1 in the agenda packet included a review of the Emergency Response and Preparedness Activities for the month.

Report of Expenditures, Revenues, Overtime and Per Diem Use for 2018 - Tawn Driscoll, *Fiscal Manager*, reviewed the Revenue and Expenditure Report in Attachment #2. She advised there was not much of a difference and the month of September had been closed, adding they were under budget.

Revenue and Expense Comparison Report for 2017 vs 2018 - Mrs. Driscoll reviewed the Revenue and Expense Comparison Report for 2017 vs. 2018 in Attachment #3. She noted contractual expenses were slightly lower due to a hold up in rates for preschool billing; however, she said, employee benefits were below budget due to the nursing position shortage.

Status of Referrals - Ms. Jones reviewed the referrals, included as Attachment #4. She added referrals were up nine percent.

Ms. Jones requested to fill the following vacant positions:

- Children with Special Needs Program Manager, *Grade 21, Annual Salary \$50,816*, due to promotion.
- Office Specialist, *Grade 7, Annual Salary \$33,600*, due to creation.
- Public Health Program Manager, *Grade 21, Annual Salary \$50,816*, due to creation.
- Public Health Program Coordinator, *Grade 18, Annual Salary \$46,492*.
- Registered Professional Nurse #11, *Grade 19, Annual Salary \$47,523*, due to creation.
- Public Health Nurse #22, *Grade 21, Annual Salary \$50,816*, due to creation.
- Public Health Nurse #35, *Grade 21, Annual Salary \$50,816*, due to retirement.
- Community Health Nurse #20 (*part-time*), *Grade 20, Annual Salary \$49,557 (pro-rated)*, due to retirement.
- Quality Assurance Evaluator #1 (*per-diem*), *\$100/unit*, due to creation.
- Quality Assurance Evaluator #2 (*per-diem*), *\$100/unit*, due to creation.
- Quality Assurance Evaluator #3 (*per-diem*), *up to \$2,000, \$100/unit*, due to creation.
- WIC Nutrition Facilitator (*part-time*), *Grade 16, Annual Salary \$43,390 (up to 20 hours)*.

Ms. Braymer inquired if the created positions had been discussed with the Committee prior to this meeting and Mrs. Frasier replied in the affirmative, adding they were also discussed during the budget

process. Ryan Moore, *County Administrator*, advised there was a net reduction in personnel costs due to the creation of the positions for the year 2019.

A brief discussion ensued.

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

Ms. Jones expressed her appreciation for the efforts of the Public Health staff in ensuring services were not compromised due to programming changes. She also extended thanks to the County Administrator, Committee Chair and the Committee for their support of the Public Health Division and their initiatives.

Mr. McDevitt stated in his experience the nurses were well prepared, and he commended them for that. Mrs. Frasier echoed Mr. McDevitt's sentiments.

This concluded the review of the Public Health/Patient Services agenda. As Rob York, *Director, Office of Community Services*, was not in attendance, Mr. Moore began review of the Mental Health agenda, presenting the following requests:

- 1) To authorize contracts to provide community mental health, substance abuse and developmental disability services pursuant to provisions of NYS Mental Hygiene Law, Article 41, in an amount not to exceed those provided in the Schedule A included in the meeting agenda, commencing January 1, 2018 and terminating December 31, 2019.

Motion was made by Mr. Magowan, seconded by Mr. McDevitt and carried unanimously to approve the request and the necessary resolution was authorized for the December 21st Board meeting. *A copy of the resolution request form is on file with the minutes.*

- 2) To authorize contracts to provide specialized mental health crisis respite services for youth, commencing January 1, 2019 and terminating December 31, 2019 in an amount not to exceed those provided in the Schedule A included in the meeting agenda.

Motion was made by Mr. Sokol, seconded by Mr. Magowan and carried unanimously to approve the request and the necessary resolution was authorized for the December 21st Board meeting. A copy of the resolution request form is on file with the minutes.

- 4) To authorize a three-year lease agreement for office space with the Warren-Washington Association for Mental Health, Inc. at the rates set forth in the attached agenda.

Mr. Sokol inquired where the office space was located and Mr. McDevitt replied it was on Maple Street in the City of Glens Falls.

Motion was made by Mr. Sokol, seconded by Mr. Loeb and carried unanimously to approve the request and the necessary resolution was authorized for the December 21st Board meeting. *A copy of the resolution request form is on file with the minutes.*

- 5) To authorize transfers of funds between various budget codes in an amount up to \$38,000 to cover expenses related to psychiatric evaluations.

Mr. Moore explained that psychiatric evaluations were a State-mandated expense, the annual total of which was unknown because they were performed on an as-needed basis. He noted that Mr. York was attempting to cover as much of this expense as possible by transferring existing funds within his budget, but there would be a certain amount he was unable to cover, requiring a transfer from the

Contingent Account. He asked that the Committee approve this request in an unspecified amount in order to refer the request on to the Finance Committee where the transfer details would be provided.

Motion was made by Mr. Sokol, seconded by Mr. Loeb 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.*

Mr. Sokol inquired if the expense was shared between Washington and Warren Counties and Mr. Moore replied it was not a shared expense and Washington County had their own expenses which were much higher. Mr. McDevitt explained the expense fluctuated as patients were sent to Utica Mental Health Facility and some years there was no expense as no patients had been sent to the facility.

Moving on to Item 6, which was an informational item, Mr. Moore reported there were five pilot programs to assist Veterans' and he had helped set one up in Saratoga County. He added that both Mr. York and Denise DiResta, *Director, Veterans' Services*, were looking to create a part-time position to oversee the program such as Saratoga County had done for the Pfc. Joseph P. Dwyer Veterans Peer-to-Peer program.

Mr. York entered the meeting at 12:28 p.m. at which time he distributed copies of the Mental Health agenda to the Committee members; *a copy of the agenda is also on file with the meeting minutes.*

Expounding upon the Veterans' position, Mr. York apprised Washington County was in agreement with sharing a position for the program and their County Attorney would be drafting an intermunicipal agreement for review by Mary Kissane, *Warren County Attorney*. He apprised the Treasurer's Office had created a new budget code for the program and he said Ms. DiResta would bring a request to create the new position before the Committee at a future meeting.

When it was noted that the Committee had failed to review and act upon Action Agenda Item 3, Mr. York presented a request to reappoint Joan Grishkot to the Warren County Community Services Board effective January 1, 2019 and terminating December 31, 2019.

Mr. McDevitt commented that Mrs. Grishkot was a personal friend of his and he apprised she did a great job, was a strong voice and knew how to pinch pennies. Mrs. Frasier said she knew Mrs. Grishkot as well, and stated she was a wonderful person who was a good representative to the Community Services Board.

Motion was made by Mr. Loeb, seconded by Mr. McDevitt and carried unanimously to approve the request and the necessary resolution was authorized for the December 21st Board meeting. *A copy of the resolution request form is on file with the minutes.*

Returning to the transfer request outlined in Agenda Item 5, Mr. Moore pointed out that the revised agenda Mr. York had distributed provided an accounting of the funds he was able to transfer within his existing budget which totaled \$2,500, leaving \$35,500 to be funded from the Contingent Account. He thanked Mr. York for doing his best to find funds for this expense within his existing budget.

There being no further business to come before the Health, Human & Social Services Committee, on motion made by Mr. Sokol and seconded by Mr. Loeb, Mrs. Frasier adjourned the meeting at 12:32 p.m.

Respectfully submitted,
Sarah McLenithan, Deputy Clerk of the Board
As transcribed by Leslie Lovelace, Secretary to the Clerk of the Board