

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: HUMAN SERVICES

DATE: JUNE 21, 2021

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COMMITTEE MEMBERS PRESENT:

SUPERVISORS DRISCOLL  
FRASIER  
MAGOWAN  
SMITH

COMMITTEE MEMBER ABSENT:

SUPERVISOR SHEPLER

OTHERS PRESENT:

REPRESENTING VETERANS' SERVICES  
DENISE DIRESTA, DIRECTOR  
NICOLE TROTTIER, PEER-TO-PEER PROGRAM COORDINATOR  
REPRESENTING THE DEPARTMENT OF SOCIAL SERVICES:  
CHRISTIAN HANCHETT, COMMISSIONER  
JULIE MONTERO, FISCAL MANAGER  
AMY MCBYRNE, DIRECTOR, COUNTRYSIDE ADULT HOME  
RACHEL E. SEEBER, CHAIRWOMAN  
ROBERT TERWILLIGER, FIRST ASSISTANT COUNTY ATTORNEY  
SARAH MCLENITHAN, DEPUTY CLERK OF THE BOARD  
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR  
SUPERVISORS BRAYMER  
HOGAN  
LEGGETT  
DON FRANKS, CITY OF GLENS FALLS RESIDENT  
DON LEHMAN, DIRECTOR OF PUBLIC AFFAIRS  
MOLLY GANOTES-GLEASON, LEGISLATIVE OFFICE SPECIALIST

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*Please note, the following contains a summarization of the June 21, 2021 meeting of the Human Services Committee; the meeting in its entirety can be viewed on the Warren County website using the following link:*  
<https://warrencountyny.gov/mma>

*Note: As per Governor Cuomo's Executive Order 202.1: "Article 7 of the Public Officers Law, to the extent necessary to permit any public body to meet and take such actions authorized by the law without permitting in public in-person access to meetings and authorizing such meetings to be held remotely by conference call or similar service, provided that the public has the ability to view or listen to such proceeding and that such meetings are recorded and later transcribed". Supervisors Driscoll, Frasier and Magowan were physically present, while Supervisor Smith attended virtually.*

Mr. Driscoll called the meeting of the Human Services Committee to order at 12:52 p.m.

Motion was made by Mr. Magowan, seconded by Mrs. Frasier and carried unanimously to approve the minutes of the previous Health Services Committee meeting, subject to correction by the Clerk of the Board.

Copies of the Veterans' Services, Department of Social Services and Countryside Adult Home meeting agendas were distributed to those in attendance, those participating virtually accessed the agendas via the Warren County website. Copies of the agendas are on file with the meeting minutes.

Privilege of the floor was extended to Denise DiResta, *Director, Veterans' Services*, who commenced review of her agenda by noting there were no action items. She proceeded to the Discussion Items portion of the agenda, stating a new Peer-To-Peer Program Coordinator had been hired on April 13<sup>th</sup>; she introduced Nicole Trottier who proceeded with an overview of the Joseph P. Dwyer Peer-To-Peer program, and examples of past events held.

There being no further Veterans' Services business to discuss, privilege of the floor was extended to Amy McByrne, *Director, Countryside Adult Home*, who commenced the agenda review by presenting a request to renew the service agreement with Mahoney Alarms for regular maintenance at an annual cost not to exceed \$1,669 (*plus up to an additional \$1,000 for unplanned repairs*) for the term commencing August 1, 2021 and terminating July 31, 2022.

Motion was made by Mr. Magowan, seconded by Mrs. Frasier and carried unanimously to approve the request and the necessary resolution was authorized for the July 16<sup>th</sup> Board meeting. *A copy of the resolution request form is on file with the minutes.*

Continuing to the Information for Discussion portion of the agenda, Ms. McByrne reviewed the Census and Overtime Reports included in the agenda packet.

There being no further Countryside Adult Home business to discuss, privilege of the floor was extended to Christian Hanchett, *Commissioner, Department of Social Services (DSS)*, who proceeded with a review of the DSS agenda, presenting the following requests:

- 1) To amend the Table of Organization and Salary Schedule to create and fill the new position of Caseworker - Part-Time - Temporary, *Grade 16, Base Annual Salary \$43,390*, effective July 19, 2021.
- 2) To amend the Table of Organization and Salary Schedule to create and fill the new position of Intake Clerk #8, *Grade 4, Base Annual Salary \$29,333*, and delete the position of Keyboard Specialist #2, *Grade 3, Base Annual Salary \$28,026*, effective July 19, 2021.
- 3) To amend the Table of organization and Salary Schedule to create and fill the new position of Intake Clerk #9, *Grade 4, Base Annual Salary \$29,333*, and delete the position of Keyboard Specialist #7, *Grade 3, Base Annual Salary \$28,026*, effective July 19, 2021.

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

- 4) To authorize temporary Out-of-Title pay for the position of Principal Social Welfare Examiner as the result of an extended medical leave.

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

- 5) To fill the position of Social Welfare Examiner #9, *Grade 8, Base Annual Salary \$34,988*, due to retirement.

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

- 6) To fill the position of Intake Clerk, *Grade 4, Base Annual Salary \$29,333*, due to promotion.

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

Proceeding to the Information for Discussion/Review portion of the agenda, Mr. Hanchett provided updates on the Youth Bureau Program merger with Washington County; IT (*Information Technology*) research on new accounting software and the associated costs; and he noted the Commissioner's Report of Activities and Updates which was included in the agenda packet.

Mr. Driscoll mentioned a handout distributed prior to the meeting providing statistical information on the Emergency Rental Assistance Program.

Privilege of the floor was extended to Don Franks, *City of Glens Falls Resident*, who spoke about a free dental, vision and medical clinic to be held on October 2 - 3, 2021 at the Washington County Fairgrounds.

Privilege of the floor was extended to Julie Montero, *Fiscal Manager*, who provided an overview of the Revenue & Expense Reports included in the agenda packet.

There being no further business to come before the Human Services Committee, on motion made by Mrs. Frasier, seconded by Mr. Magowan and carried unanimously, Mr. Driscoll adjourned the meeting at 1:31 p.m.

Respectfully submitted,  
Molly Ganotes-Gleason, Legislative Office Specialist  
*(As transcribed by Leslie Lovelace, Secretary to the Clerk of the Board)*