

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: HUMAN SERVICES

DATE: JULY 19, 2021

COMMITTEE MEMBERS PRESENT:

SUPERVISORS DRISCOLL
FRASIER
MAGOWAN
SHEPLER
SMITH

OTHERS PRESENT:

REPRESENTING VETERANS' SERVICES
DENISE DIRESTA, DIRECTOR
NICOLE TROTTIER, PEER-TO-PEER PROGRAM COORDINATOR
AMY MCBYRNE, DIRECTOR, COUNTRYSIDE ADULT HOME
REPRESENTING THE DEPARTMENT OF SOCIAL SERVICES:
CHRISTIAN HANCHETT, COMMISSIONER
JULIE MONTERO, FISCAL MANAGER
RACHEL E. SEEBER, CHAIRWOMAN
RYAN MOORE, COUNTY ADMINISTRATOR
AMANDA ALLEN, CLERK OF THE BOARD
ROBERT TERWILLIGER, FIRST ASSISTANT COUNTY ATTORNEY
FRANK THOMAS, BUDGET OFFICER
SUPERVISORS BEATY
BRAYMER
DIAMOND
HOGAN
LEGGETT
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR
ELIZABETH MCLAUGHLIN, COMMISSIONER (D) BOARD OF ELECTIONS
WILLIAM VANNESS, COMMISSIONER (R) BOARD OF ELECTIONS
DON LEHMAN, DIRECTOR OF PUBLIC AFFAIRS
LESLIE LOVELACE, SECRETARY TO THE CLERK OF THE BOARD

Please note, the following contains a summarization of the July 19, 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>

Mr. Driscoll called the meeting of the Human Services Committee to order at 11:31 a.m.

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

Copies of the Veterans' Services, Countryside Adult Home and Department of Social Services meeting agendas were distributed to those in attendance; *copies of the agendas are on file with the meeting minutes.*

The Committee began with a review of the Veterans' Services agenda which included the following requests:

- 1) To fill the vacant positions of Per-diem Van Driver #4 & #5, *Grade 2, Base Annual Salary \$2,675 (\$13.9335/hr)*, due to resignation.

Motion was made by Mr. Magowan, seconded by Mrs. Frasier and carried unanimously to approve the request and refer same to the Personnel, Administration & 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 County Credit Card Policy to increase the credit card limit of the credit card designated for the Peer-to-Peer Program from \$1,000 to \$10,000.

Motion was made by Mrs. Frasier and seconded by Ms. Smith to approve the request as presented. Discussion ensued during which Mrs. Frasier amended her motion, and Ms. Smith her second, to approve increasing the amount from \$1,000 to \$5,000. Mr. Driscoll called the question and the motion was carried unanimously to approve and refer the matter to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

Continuing to the Discussion Items portion of the agenda, updates were provided on claims made through the Veterans' Services Office as well as on the Peer-to-Peer program.

Moving on to the Countryside Adult Home agenda, the Committee entertained a request to fill the vacant position of Cook #5, Full Time, *Grade 4, Base Annual Salary \$30,983*, due to resignation.

Motion was made by Ms. Shepler, 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.*

The Information for Discussion portion of the agenda was reviewed which included an overview of the Census and Overtime Reports included in the agenda packet.

Finally, the Committee reviewed the Department of Social Services agenda which included the following requests to fill vacant positions:

1. Senior Caseworker #3, *Grade 18, Base Annual Salary \$46,492*, due to resignation;
2. Caseworker #14, *Grade 16, Base Annual Salary \$43,390*, due to promotion;
3. Caseworker #6, *Grade 16, Base Annual Salary \$43,390*, due to resignation;
4. Staff Development Coordinator, *Grade 16, Base Annual Salary \$43,390*; and
5. Caseworker #26, *Grade 16, Base Annual Salary \$43,390*, due to promotion.

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

A review of the Information for Discussion/Review portion of the agenda commenced with updates on the Youth Bureau Program merger with Washington County; Adult Protective Services Grant from New York State; the Commissioner's Report of Activities and Updates which was included in the agenda packet; and 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 Mr. Magowan, seconded by Ms. Smith and carried unanimously, Mr. Driscoll adjourned the meeting at 12:03 p.m.

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