

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: HUMAN SERVICES

DATE: AUGUST 23, 2021

COMMITTEE MEMBERS PRESENT:

SUPERVISORS DRISCOLL
FRASIER
MAGOWAN

COMMITTEE MEMBERS ABSENT:

SUPERVISORS SHEPLER
SMITH

OTHERS PRESENT:

CHRISTIAN HANCHETT, COMMISSIONER, DEPARTMENT OF SOCIAL SERVICES
RYAN MOORE, COUNTY ADMINISTRATOR
AMANDA ALLEN, CLERK OF THE BOARD
ROBERT TERWILLIGER, FIRST ASSISTANT COUNTY ATTORNEY
SARAH MCLENITHAN, DEPUTY CLERK OF THE BOARD
FRANK THOMAS, BUDGET OFFICER
SUPERVISORS BEATY
BRAYMER
DICKINSON
GERAGHTY
LEGGETT
WILD
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR
ANN MARIE MASON, DIRECTOR, OFFICE OF EMERGENCY SERVICES
SUEANNE LINEHAN, DEPUTY CLERK, COUNTY CLERK/DMV
DON LEHMAN, DIRECTOR OF PUBLIC AFFAIRS
LESLIE LOVELACE, SECRETARY TO THE CLERK OF THE BOARD

Please note, the following contains a summarization of the August 23, 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 1:19 p.m.

Motion was made by Mrs. Frasier, seconded by Mr. Magowan 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 Department of Social Services and Countryside Adult Home 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 Department of Social Services agenda which included the following requests:

1. To amend the Table of Organization and Salary Schedule to create and fill the position of Caseworker #TBD, *Grade 16, Base Annual Salary \$45,831*, and delete the position of Caseworker Part-Time, effective September 20, 2021.

Motion was made by Mrs. Frasier, seconded by Mr. Magowan and carried unanimously to approve the request 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.*

2. To fill the vacant position of Caseworker #23, *Grade 16, Base Annual Salary \$45,831*, due to resignation;
3. To fill the vacant position of Caseworker #19, *Grade 16, Base Annual Salary \$45,831*, due to resignation; and
4. To fill the vacant position of Caseworker #31, *Grade 16, Base Annual Salary \$45,831*, due to resignation.

Motion was made by Mrs. Frasier, seconded by Mr. Magowan 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 Notices of Intent to Fill Vacant Position forms are on file with the minutes.*

Continuing to the Information for Discussion/Review portion of the agenda, it was noted that the Commissioner's Report of Activities and Updates, as well as the Revenue & Expense Reports, were included in the agenda packet.

Proceeding to the Countryside Adult Home agenda, the Committee entertained a request to fill the vacant position of

Institutional Aide (Part-Time) #3, *Grade 3, Base Annual Salary \$29,603*, 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. *A copy of the Notice of Intent to Fill Vacant Position form is on file with the minutes.*

In the absence of Amy McByrne, *Director, Countryside Adult Home*, Ryan Moore, *County Administrator*, reviewed the Information for Discussion portion of the agenda which included an overview of the Census and Overtime 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 Mrs. Frasier and carried unanimously, Mr. Driscoll adjourned the meeting at 1:31 p.m.

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