

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: HUMAN SERVICES

DATE: JANUARY 24, 2022

COMMITTEE MEMBERS PRESENT:	CHRISTIAN HANCHETT, COMMISSIONER, DEPARTMENT OF SOCIAL SERVICES
SUPERVISORS: DRISCOLL	
FRASIER	AMY McBYRNE, DIRECTOR, COUNTRYSIDE ADULT HOME
SEEBER (ZOOM)	DENISE DiRESTA, DIRECTOR, VETERANS' SERVICES
MCDEVITT	RYAN MOORE, COUNTY ADMINISTRATOR
HOGAN (ZOOM)	AMANDA ALLEN, CLERK OF THE BOARD
	RYAN DICKEY, SECOND ASSISTANT COUNTY ATTORNEY
COMMITTEE MEMBERS ABSENT:	SUPERVISORS BRAYMER (ZOOM)
SUPERVISORS: MAGOWAN	CONOVER
BRUNO	LEGGETT
	STROUGH
	TAMMIE DeLORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR
	DON LEHMAN, DIRECTOR OF PUBLIC AFFAIRS
	MOLLY GANOTES-GLEASON, LEGISLATIVE OFFICE SPECIALIST

Please note, the following contains a summarization of the January 24, 2022 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: Pursuant to New York State Legislation (S.50001/A.40001): "Notwithstanding the provisions of article 7 of the public officers law to the contrary, any state agency, department, corporation, office, authority, board, or commission, as well as any local public body, or public corporation as defined in section 66 of the general construction law, or political subdivisions as defined in section 100 of the general municipal law, or a committee or subcommittee or other similar body of such entity, shall be authorized to meet and take such action authorized by law without permitting in public in-person access to meetings and authorize 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." All of the Committee members in attendance were physically present, aside for Ms. Seeber and Ms. Braymer who attended virtually.

Mr. Driscoll called the meeting of the Human Services Committee to order at 1:34 p.m.

Motion was made by Ms. Seeber, seconded by Ms. Hogan and carried by a unanimous vote of those present (Messrs. Magowan and Bruno absent) to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

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

The meeting commenced with a review of the Countryside Adult Home agenda and Amy McByrne, *Director, Countryside Adult Home*, presenting the following requests:

- 1) To amend the County Budget in the amount of \$18,005 to reflect receipt of an EQUAL grant award from the New York State Department of Health.

Motion was made by Mrs. Frasier, seconded by Mr. McDevitt and carried by a unanimous vote of those present (Messrs. Magowan and Bruno absent) to approve the request as presented and refer same to the Finance Committee. *A copy of the*

resolution request form is on file with the minutes.

- 2) To fill the vacant position of Cook Manager, *Grade 5, Base Annual Salary \$33,076*, due to retirement.

Motion was made by Mrs. Frasier, seconded by Ms. Seeber and carried by a unanimous vote of those present (Messrs. Magowan and Bruno absent) to approve the request as presented and refer same to the Personnel, Administration & Higher Education Committee for reporting purposes. *A copy of the resolution request form is on file with the minutes.*

Finally, the Information for Discussion portion of the agenda was addressed, with an overview of the Census and Overtime Reports being provided.

There being no further Countryside Adult Home business to discuss, review of the Veterans' Services agenda commenced with Denise DiResta, *Director, Veterans' Services*, presenting a request to fill the new position of Veterans Benefits Counselor, *Grade 9, Base Annual Salary \$39,246*, due to creation.

Motion was made by Ms. Frasier, seconded by Mr. McDevitt and carried by a unanimous vote of those present (Messrs. Magowan and Bruno absent) to approve the request as presented 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.*

Finally, the Information for Discussion/Review portion of the agenda was addressed with an overview of the following documents included in the agenda packet being provided:

- Department Overview;
- Transportation Overview;
- Metrix Learning- Leadership Training; and
- Equine Therapy Program.

There being no further Veterans' Services business to discuss, review of the Social Services agenda commenced, Christian Hanchett, *Commissioner, Department of Social Services*, presenting the following requests:

- 1) To fill the vacant position of Social Welfare Examiner #17, *Grade 8, Base Annual Salary \$37,918*, due to retirement;
- 2) To fill the vacant position of Social Welfare Examiner #38, *Grade 8, Base Annual Salary \$37,918*;
- 3) To fill the vacant position of Social Welfare Examiner #31, *Grade 8, Base Annual Salary \$37,918*, due to retirement;
- 4) To fill the vacant position of Medicaid Clerk #3, *Grade 5, Base Annual Salary \$33,076*, due to promotion; and
- 5) To fill the vacant position of Intake Clerk #8, *Grade 4, Base Annual Salary \$31,789*, due to promotion.

Motion was made by Ms. Hogan, seconded by Ms. Frasier and carried by a unanimous vote of those present (Messrs. Magowan and Bruno absent) to approve the requests as presented and refer same to the Personnel, Administration & Higher Education Committee for reporting purposes. *Copies of the resolution request form are on file with the minutes.*

- 6) To amend the Table of Organization and Salary Schedule to create and fill the new position of Principle Account Clerk #TBD, *Grade 10, Base Annual Salary \$40*, and delete the position of Senior Support Investigator #2, *Grade 11, Base Annual Salary \$41,425*, effective February 21, 2022;
- 7) To fill the position of Senior Account Clerk #6, *Grade 7, Base Annual Salary \$36,414*, due to promotion;
- 8) To fill the position of Support Investigator #4, *Grade 8, Base Annual Salary \$37,918*, due to promotion;
- 9) To fill the position of Caseworker #15, *Grade 16, Base Annual Salary \$47,023*, due to resignation; and
- 10) To fill the position of Secretary-Legal, *Grade 4, Base Annual Salary \$31,789*, due to promotion.

Motion was made by Mrs. Frasier, seconded by Mr. McDevitt and carried by a unanimous vote of those present (Messrs. Magowan and Bruno absent) to approve the requests as presented and refer Item 6 to the Personnel, Administration & Higher Education Committee for approval and Items 7-10 for reporting purposes. *Copies of the resolution request forms are on file with the minutes.*

- 11) To amend the County Budget in the amount of \$52,020 to reflect receipt of the Safe Harbor funding received from the New York State Office of Children & Family Services.

Motion was made by Mrs. Frasier, seconded by Ms. Hogan and carried by a unanimous vote of those present (Messrs. Magowan and Bruno absent) to approve the request as presented and refer same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

Concluding the agenda review, an overview of the Information for Discussion/Review portion of the agenda was provided.

Before adjourning, Ms. Seeber spoke about anti-stalking awareness and human trafficking, requested a proclamation for each to be prepared for the February Board meeting; she also requested that the Chairman of the Board consider holding an informational workshop to inform the Board and raise awareness on both topics.

As there was no further business to come before the Human Services Committee, on motion made by Mrs. Frasier, seconded by Ms. Seeber and carried by a unanimous vote of those present, Mr. Driscoll adjourned the meeting at 2:05 p.m.

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