

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: HUMAN SERVICES

DATE: MAY 23, 2022

COMMITTEE MEMBERS PRESENT:

SUPERVISORS: DRISCOLL
FRASIER
SEEBER (ZOOM)
MAGOWAN
MCDEVITT
HOGAN (ZOOM)
BRUNO (ZOOM)

REPRESENTING THE DEPARTMENT OF SOCIAL SERVICES:

CHRISTIAN HANCHETT, COMMISSIONER
JULIE MONTERO, FISCAL MANAGER

REPRESENTING THE OFFICE OF VETERANS' SERVICES

DENISE DIRESTA, DIRECTOR
JEFFERY COOKE, VETERANS' BENEFIT COUNSELOR
AMY McBYRNE, DIRECTOR, COUNTRYSIDE ADULT HOME
KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD
RYAN MOORE, COUNTY ADMINISTRATOR
AMANDA ALLEN, CLERK OF THE BOARD
RYAN DICKEY, SECOND ASSISTANT COUNTY ATTORNEY
FRANK E. THOMAS, BUDGET OFFICER

SUPERVISORS BRAYMER
LEGGETT (ZOOM)
MERLINO
STROUGH
WILD

REPRESENTING THE TOURISM DEPARTMENT:

JOANNE CONLEY, DIRECTOR
LEISA GRANT, PRINCIPAL ACCOUNT CLERK
KRISTEN HANIFIN, DEVELOPMENT/EVENT COORDINATOR
TAMMIE DeLORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR
DON LEHMAN, DIRECTOR OF PUBLIC AFFAIRS
AMY COLLINS, TOURISM & DOWNTOWN BUSINESS COORDINATOR, CITY OF
GLENS FALLS
SAM LUCIANO, FORT WILLIAM HENRY
GINA MINTZER, EXECUTIVE DIRECTOR, LAKE GEORGE CHAMBER OF
COMMERCE AND CVB,
KATHY MUNCIL, FORT WILLIAM HENRY
MOLLY GANOTES-GLEASON, LEGISLATIVE OFFICE SPECIALIST

Please note, the following contains a summarization of the May 23, 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 Supervisors Seeber, Hogan and Bruno who attended virtually.

Mr. Driscoll called the meeting of the Human Services Committee to order 11:55 a.m.

Copies of the Veterans' Services, Countryside Adult Home and Social Services agendas were distributed to those in attendance; those attending remotely accessed the agenda via the Warren County website. A copy of the agendas are on file with the meeting minutes.

Motion was made by Mrs. Frasier, seconded by Mr. McDevitt and carried by a majority vote, with Mr. Magowan abstaining, to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

The meeting commenced with review of the Veterans' Services agenda, which included the following requests:

- 1) To fill the vacant position of Van Driver #1 (Reg-P/T), *Grade 2, Base Annual Salary \$14.295/hour.*
- 2) To fill the vacant position of Van Driver #5 Per-diem, *Grade 2, Base Annual Salary \$14.295/hour.*

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

Regarding the Discussion Items portion of the agenda review the following was discussed:

- 1) An introduction of Jeffery Cooke, *Veterans' Benefits Counselor*, was made along with a brief description of his accomplishments.
- 2) Department updates were provided.

It was mentioned that SUNY Adirondack was administering the Peer to Peer Program.

There being no further Veterans' Services business to discuss, review of the Countryside Adult Home agenda commenced with the following requests:

- 1) To fill the vacant position of Cook #2, *Grade 4, Base Annual Salary \$31,789*, due to termination.
- 2) To fill the vacant position of Cook #5 Full-Time, *Grade 4, Base Annual Salary \$31,789*, due to resignation.
- 3) To fill the vacant position of Food Service Helper #3, *Grade 2, Base Annual Salary \$29,735*, due to resignation.

Motion was made by Mr. McDevitt, seconded by Mrs. Frasier and carried unanimously to approve the requests as presented 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.*

- 4) For a transfer of funds in the amount of \$40,000 from Budget Code A.6030 110, *Full-Time-Salaries*, to Budget Code A.6030 120, *Salaries-Overtime*, to cover the cost of overtime.

Motion was made by Mrs. Frasier, seconded by Mr. Magowan and carried unanimously 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.*

- 5) For a transfer of funds in the amount of \$1,000, from Budget Code A..6030 110, *Full-Time-Salaries*, to Budget Code A.6030 855, *Disability* to cover disability costs.

Motion was made by Mr. McDevitt, seconded by Mrs. Frasier and carried unanimously 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.*

- 6) To authorize submission of a grant application to the New York State Department of Health for EQUAL grant funds and authorizing the Chairman of the Board to execute an agreement for any funds awarded.

Motion was made by Mr. Magowan, seconded by Mr. McDevitt and carried unanimously to approve the request as presented and the necessary resolution was authorized for the June 15th Board Meeting, *A copy of the resolution request form is on file with the minutes.*

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 Department of Social Services agenda commenced with the following requests:

- 1) To amend the Table of Organization and Salary Schedule to create and fill the new position of Case Manager/Foster Care Home Finder, *Grade 14, Base Annual Salary \$44,384*, and delete the position of Social Welfare Examiner #30 (Foster Care), Grade 8, Base Annual Salary \$37,918, effective June 20, 2022.

Motion was made by Mr. Magowan, seconded by Ms. Hogan and carried unanimously to approve the request as presented and refer same to the Personnel, Administration & Higher Education Committee. *A copy of the resolution request form and Notice of Intent to Fill Vacant Position form are on file with the minutes.*

- 2) To fill the vacant position of Intake Clerk #7, *Grade 4, Base Annual Salary \$31,798*, due to resignation.
- 3) To fill the vacant position of Intake Clerk #1, *Grade 4, Base Annual Salary \$31,798*, due to promotion.

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

- 4) To fill the vacant position of Caseworker #23, *Grade 16, Base Annual Salary \$47,023*, due to resignation.

Motion was made by Mr. McDevitt, seconded by Mr. Magowan and carried unanimously 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.*

- 5) To appoint/re-appoint members to the Warren County Youth Board for 2021-2022.

Motion was made by Mr. Magowan, seconded by Ms. Hogan and carried by a majority vote, with Ms. Seeber abstaining, to approve the request as presented and the necessary resolution was authorized for the June 15th Board Meeting. *A Copy of the resolution request form is on file with the minutes.*

Concluding with the Information for Discussion portion of the agenda, it was noted that the Commissioner's Report of Activities and Updates were included in the agenda packet; and an overview of the Monthly Revenue, Expenditure and Overtime Reports, also included in the agenda packet, were provided.

As there was no further business to come before the Human Services Committee, on motion made by Mr. McDevitt, seconded by Mr. Magowan and carried unanimously, Mr. Driscoll adjourned the meeting at 12:44 p.m

Respectfully submitted,
Molly Ganotes-Gleason, Legislative Office Specialist