

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: HUMAN SERVICES

DATE: JUNE 20, 2022

COMMITTEE MEMBERS PRESENT:	REPRESENTING THE DEPARTMENT OF SOCIAL SERVICES:
SUPERVISORS: DRISCOLL	CHRISTIAN HANCHETT, COMMISSIONER
FRASIER	AMY MCBYRNE, DIRECTOR, COUNTRYSIDE ADULT HOME
SEEBER (ZOOM)	KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD
MAGOWAN	RYAN MOORE, COUNTY ADMINISTRATOR
MCDEVITT	SARAH MCLENITHAN, DEPUTY CLERK OF THE BOARD
HOGAN	RYAN DICKEY, SECOND ASSISTANT COUNTY ATTORNEY
BRUNO	FRANK E. THOMAS, BUDGET OFFICER
	SUPERVISORS GERACI (ZOOM)
	LEGETT
	WILD
	TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR (ZOOM)
	DON LEHMAN, DIRECTOR OF PUBLIC AFFAIRS (ZOOM)
	MOLLY GANOTES-GLEASON, LEGISLATIVE OFFICE SPECIALIST

Please note, the following contains a summarization of the June 20, 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 Supervisor Seeber who attended virtually.

Mr. Driscoll called the meeting of the Human Services Committee to order 9:41 a.m.

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

Motion was made by Mr. Magowan, seconded by Mr. Bruno and carried unanimously 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 Countryside Adult Home agenda with the following requests:

- 1) To increase the hours of the Institutional Aide #3 from 32 hours to full-time.

Motion was made by Mrs. Frasier, seconded by Mr. Magowan and carried unanimously to amend the Table of Organization and Salary Schedule to approve the request as presented and refer same to the Personnel, Administration & Higher Education Committee. *A copy of the resolution request form is on file with the minutes.*

- 2) To change the Part-Time Food Service Helper from a temporary position to a permanent position working 20 hours per week or less.

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 is on file with the minutes.*

- 3) To fill the vacant position of Institutional Aide #18, *Grade 3, Base Annual Salary \$15,186.*

Motion was made by Ms. Hogan, 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.*

A discussion ensued with regard to salaries of CSEA employees working for the County.

Concluding the agenda review, an overview of the Census and Overtime Reports was provided.

There being no further Countryside Adult Home business to discuss, review of the Department of Social Services agenda commenced with the following request:

- 1) To fill the vacant position of Intake Clerk #8, *Grade 4, Base Annual Salary \$31,798, due to promotion.*

Motion was made by Ms. Hogan, seconded by Mrs. Frasier 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.*

- 2) To amend Resolution No. 265 of 2022 to correct the account code for the Community Services Worker-Less Than Part Time (Up to 20 hrs) from A.6010 130 to TE.6010 130.

Motion was made by Mrs. Frasier, seconded by Mr. Magowan and carried unanimously to approve the request as presented and the necessary resolution was authorized for the July 15th Board Meeting, *A copy of the resolution request form is on file with the minutes. (Note: Subsequent to the meeting it was determined a resolution was not required, as this matter could be handled through a Clerk's correction.)*

- 3) To apply for USDA (*United States Department of Agriculture*) SNAP (*Supplemental Nutrition Assistance Program*) FFY (*Federal Fiscal Year*) 2022 Process & Technology grant, to support services for SNAP applications and recipients by improving agency technology and outreach to undeserved population.

Motion was made by Mrs. Frasier, 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 July 15th Board Meeting, *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 Commissioner's Report along with the Census and Overtime Reports being provided in the agenda packet.

During Privilege of the floor and public comment, Ms. Hogan requested a letter of apology from the County Administration for not recognizing Juneteenth as a Federal holiday and Mr. Magowan concurred. Ms. Hogan requested the matter be referred to the Legislative, Rules & Governmental Operations Committee, however the Committee did not take action on either request.

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 10:11 a.m

Respectfully submitted,
Molly Ganotes-Gleason, Legislative Office Specialist