

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: HUMAN SERVICES

DATE: NOVEMBER 21, 2022

COMMITTEE MEMBERS PRESENT:

SUPERVISORS: DRISCOLL
SEEBER
MAGOWAN
MCDEVITT

REPRESENTING THE DEPARTMENT OF SOCIAL SERVICES:

CHRISTIAN HANCHETT, COMMISSIONER
JULIE MONTERO, FISCAL MANAGER
AMY MCBYRNE, DIRECTOR, COUNTRYSIDE ADULT HOME
MICHAEL GRAY, DIRECTOR, WARREN-WASHINGTON COUNTY YOUTH
BUREAU

COMMITTEE MEMBERS ABSENT:

SUPERVISORS: FRASIER
HOGAN
BRUNO

KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD
CRAIG LEGGETT, ACTING COUNTY ADMINISTRATOR
RYAN DICKEY, SECOND ASSISTANT COUNTY ATTORNEY
SARAH MCLENITHAN, DEPUTY CLERK OF THE BOARD
FRANK E. THOMAS, BUDGET OFFICER
SUPERVISORS BRAYMER
GERACI
MERLINO
STROUGH
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR
DON LEHMAN, DIRECTOR OF PUBLIC AFFAIRS
MICHAEL SWAN, COUNTY TREASURER
MOLLY GANOTES-GLEASON, LEGISLATIVE OFFICE SPECIALIST

Please note, the following contains a summarization of the November 21, 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>

Mr. Driscoll called the meeting of the Human Services Committee to order at 11:30 a.m.

Copies of the meeting agendas were distributed; copies of the agendas are on file with the meeting minutes.

Motion was made by Mr. Magowan, seconded by Mr. McDevitt and carried by a unanimous vote of those present (*Mrs. Frasier, Ms. Hogan and Mr. Bruno absent*) 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 authorize ESAAL annual membership in the amount of \$1,344 (*Previous Resolution No. 541 of 2021*).

Motion was made by Ms. Seeber, seconded by Mr. McDevitt and carried by a unanimous vote of those present (*Mrs. Frasier, Ms. Hogan and Mr. Bruno absent*) to approve the request as presented and the necessary resolution was authorized for the December 16th Board Meeting. *A copy of the resolution request form is on file with the minutes.*

2. For a transfer of funds in the amount of \$12,500 amongst various Budget Codes to cover disability costs and overtime through the end of the year.

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

3. To amend the County Budget in the amount of \$26,987 to increase both revenue and expense accounts to reflect receipt of an EQUAL award received by New York State Department of Health.

Motion was made by Mr. Magowan, seconded by Mr. McDevitt and carried by a unanimous vote of those present (*Mrs. Frasier, Ms. Hogan and Mr. 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.*

4. To fill the vacant position of Institutional Aide PT #2, Grade 3, Base Annual Salary \$36,093, due to resignation.
5. To fill the vacant position of Institutional Aide #3, Grade 3, Base Annual Salary \$36,093.
6. To fill the vacant position of Institutional Aide #12, Grade 3, Base Annual Salary \$36,093.
7. To fill the vacant position of Institutional Aide, Grade 3, Base Annual Salary \$36,995.

Motion was made by Mr. McDevitt, seconded by Mr. Magowan and carried by a unanimous vote of those present (*Mrs. Frasier, Ms. Hogan and Mr. Bruno absent*) 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.*

8. To fill the vacant position of Cook #5, Grade 4, Base Annual Salary \$37,509.

Motion was made by Mr. Magowan, seconded by Mr. McDevitt and carried by a unanimous vote of those present (*Mrs. Frasier, Ms. Hogan and Mr. 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 Census Report was reviewed.

There being no further Countyside Adult Home business to discuss review of the Warren-Washington County Youth Bureau agenda commenced with the following request:

1. To appoint Jack Sweet a member of the Warren County Youth Bureau, for a term commencing December 16, 2022 and terminating December 16, 2023.

Motion was made by Mr. Magowan, seconded by Mr. McDevitt and carried by a unanimous vote of those present (*Mrs. Frasier, Ms. Hogan and Mr. Bruno absent*) to approve the request as presented and the necessary resolution was authorized for the December 16th Board Meeting. *A copy of the resolution request form is on file with the minutes.*

The Discussion Items section of the agenda was reviewed, as follows:

2. Discuss change in program year for 2023 Youth Development Program (YDP) funds as well as agency updates. The Office of Children and Family Services was currently on a calendar year and changed to the Federal Year for October 1st to September 30th which caused a gap in funding from January through September that created a resource re-allocation process for funding, adding they would look for a way to streamline funds for a more efficient way to distribute them.
1. Agency Updates; SafeSitter, Lifeguarding, other Warren County efforts. In the past eight months they had reached out to all the school districts in Warren County and had trained fourteen students on how to be a safe sitter. They provided a program to Glens Falls City Recreation and they had worked with the Probation Department on community restoration programs.

A discussion ensued regarding the lack of a Code Blue shelter in Warren County as a result of The Open Door Mission indicating they were unable to house the homeless this winter. Christian Hanchett, *Commissioner, Department of Social Services*, noted a plan was in place to house the homeless this year, but a permanent location would need to be established

going forward. Following the discussion it was decided this item would be included on the agenda for the next Committee meeting.

The Department of Social Services agenda review commenced with the following requests:

- 1) To fill the vacant position of Assistant Social Services Attorney, *Base Annual Salary \$71,988*, due to resignation.

Motion was made by Mr. Magowan, seconded by Mr. McDevitt and carried by a unanimous vote of those present (*Mrs. Frasier, Ms. Hogan and Mr. 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.*

- 2) To fill the vacant position of Community Services Worker/Part-Time. *Grade 8, Base Annual Salary \$43,638*, due to resignation.
- 3) To fill the vacant position of Caseworker 41, *Grade 16, Base Annual Salary \$54,061*.
- 4) To fill the vacant position of Caseworker, *Grade 16, Base Annual Salary \$54,061*.
- 5) To fill the vacant position of Principal Social Welfare Examiner #TBD, *Grade 15, Base Annual Salary \$52,672*.
- 6) To fill the vacant position of Senior Welfare Examiner #TBD, *Grade 11, Base Annual Salary \$48,324*.
- 7) To fill the vacant position of Senior Social Services (Fraud) Investigator #TBD, *Grade 13, Base Annual Salary \$50,300*.
- 8) To fill the vacant position of Social Services (Fraud) Investigator #TBD, *Grade 11, Base Annual Salary \$48,324*, due to promotion.
- 9) To fill the vacant position of Part-Time Social Welfare Examiner, *Grade 6, Base Annual Salary \$41,213*.
- 10) To fill the vacant position of Senior Support Investigator #1, *Grade 11, Base Annual Salary \$48,324*, due to retirement.

A discussion ensued with regard to the positions requested for filling during which the following motions were made: Motion was made by Mr. McDevitt, seconded by Mr. Magowan and carried by a unanimous vote of those present (*Mrs. Frasier, Ms. Hogan and Mr. Bruno absent*) to approve Items 2-10. Upon further discussion, Messrs. McDevitt and Magowan amended their motions to only approve Item 2, as outlined above. Mr. Driscoll called the question and the amended motion to fill only the request identified as Item 2, above, was carried by a unanimous vote of those present (*Mrs. Frasier, Ms. Hogan and Mr. Bruno absent*) and the item was referred 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.*

Motion was made by Mr. Magowan and seconded by Mr. McDevitt to approve Items 3-10 as outlined above. Upon further discussion, Messrs. Magowan and McDevitt amended their motions to approve Items 6,8,9 and 10; Mr. Driscoll called the question and the motion to approve Item Nos, 6, 8, 9,10 as outlined above was carried by a unanimous vote of those present (*Mrs. Frasier, Ms. Hogan and Mr. Bruno absent*) and same were referred 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 motion was made by Mr. Magowan, seconded by Mr. McDevitt to approve Item Nos. 3, 4,5 and 7, outlined above; however the motion failed to achieve a majority vote, with Mrs. Seeber voting in opposition (*Mrs. Frasier, Ms. Hogan and Mr. Bruno absent*).

- 11) To amend the County Budget in the amount of \$4,167 to reflect receipt of an allocation per 22-OCFS-LCM-27, from the Federal Aid Social Services Administration and to amend the County Budget in the amount of \$45,833 to reflect receipt of an allocation per 22-OCFS-LCM-27, from CAPTA (*Federal Child Abuse Prevention Treatment Act*), and CARA (*Comprehensive Addiction & Recovery Act*) State Grant funds for 11 months of funding for 2023.

Motion was made by Mr. Magowan, seconded by Mr. McDevitt and carried by a unanimous vote of those present (*Mrs. Frasier, Ms. Hogan and Mr. Bruno absent*) to approve the requests as presented and forward the same to the Finance Committee. *A copy of the request to Amend the County Budget form in on file with the minutes.*

- 12) To authorize the continuation of the Memorandum of Understanding between Warren County Department of Social Services and Warren County Department of Workforce Development for the Temporary Assistance and SNAP Units to provide employment referrals, in the amount of \$40,000, to commence January 1, 2023 and terminate December 31, 2023.

Motion was made by Mr. McDevitt, seconded by Mr. Magowan and carried by a unanimous vote of those present (*Mrs. Frasier, Ms. Hogan and Mr. Bruno absent*) to approve the request as presented and the necessary resolution was authorized for the December 16th Board Meeting. *A copy of the resolution request form is on file with the minutes.*

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 by a unanimous vote of those present (*Mrs. Frasier, Ms. Hogan and Mr. Bruno absent*), Mr. Driscoll adjourned the meeting at 12:39 p.m.

Respectfully submitted,
Molly Ganotes-Gleason, Legislative Office Specialist