

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: HUMAN SERVICES

DATE: FEBRUARY 22, 2023

COMMITTEE MEMBERS PRESENT:

SUPERVISORS DRISCOLL
FRASIER
BRUNO
MCDEVITT
RUNYON
GERACI
SMITH

OTHERS PRESENT:

REPRESENTING THE DEPARTMENT OF SOCIAL SERVICES:

CHRISTIAN HANCHETT, COMMISSIONER
JULIE MONTERO, FISCAL MANAGER
AMY MCBYRNE, DIRECTOR, COUNTRYSIDE ADULT HOME
KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD
JOHN TAFLAN, COUNTY ADMINISTRATOR
AMANDA ALLEN, CLERK OF THE BOARD
RYAN DICKEY, SECOND ASSISTANT COUNTY ATTORNEY
SUPERVISORS CONOVER
DIAMOND
LEGGETT
MAGOWAN
MERLINO
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 February 22, 2023 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 10:43 a.m.

Motion was made by Mr. Bruno, seconded by Ms. Runyon 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 Countryside Adult Home and Department of Social Services (DSS) agendas were distributed to those in attendance. *Copies of the agendas are on file with the minutes.*

The meeting commenced with review of the Countryside Adult Home agenda with the following request:

1. To extend the contract with Jennifer Linehan, *Registered Dietician*, at the rate of \$44.00 per hour not to exceed \$4,224 per year, to commence March 1, 2023 and terminate September 1, 2024.

Motion was made by Mrs. Frasier, seconded by Ms. Runyon and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the March 17th Board Meeting. *A copy of the resolution request form is on file with the minutes.*

The Discussion Item portion of the agenda included the following items:

Census and Over-time Reports were reviewed.

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

1. To fill the vacant position of Principal Social Welfare Examiner #2, *Grade 15, Base Annual Salary \$52,674*, due to retirement.
2. To fill the vacant position of Senior Social Welfare Examiner #TBD, *Grade 11, Base Annual Salary \$48,324*, due to promotion.
3. To fill the vacant position of Senior Account Clerk #6, *Grade 7, Base Annual Salary \$43,187*, due to resignation.
4. To fill the vacant position of Senior Caseworker #8, *Grade 18, Base Annual Salary \$57,507*, due to resignation.

5. To fill the vacant position of Caseworker #TBD, *Grade 16, Base Annual Salary \$54,061*, due to promotion.
6. To fill the vacant position of Caseworker #4, *Grade 16, Base Annual Salary \$54,061*, due to a transfer.

Motion was made by Mr. Bruno, seconded by Mr. Smith and carried unanimously to approve the requests as outlined above and refer same to the Personnel, Administration and Higher Education Committee for reporting purposes. *Copies of the Notice of Intent to Fill Vacant Position forms are on file with the minutes.*

Committee reviewed a request not included on the agenda which was to create and fill the position of Assistant Social Services Attorney Part-time, Temp. *Annual Salary \$77,708/37.36 hr.*, due to creation, effective retroactive to February 21, 2023.

Motion was made by Mrs. Frasier, seconded by Ms. Runyon and carried unanimously to amend the Table of Organization and Salary as outlined above and refer same to the Personnel, Administration and Higher Education Committee. *Copies of the resolution request form and the Notice of Intent to Fill Vacant Position forms are on file with the minutes.*

7. To authorize a Memorandum of Understanding between Warren County Department of Social Services and the Warren County Sheriff's Office for transportation costs, in the amount of \$20,000 annually. *(Previous Resolution 275 of 2017)*

Motion was made by Mrs. Frasier, seconded by Ms. Runyon and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the March 17th Board Meeting. *A copy of the resolution request form is on file with the minutes.*

8. To amend the County Budget to increase revenue and expenses in the amount of \$20,000, to cover the cost of transportation provided by the Warren County Sheriff for the Department of Social Services.

Motion was made by Ms. Runyon, seconded by Mr. McDevitt and carried unanimously to approve the request as outlined above and refer same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

9. To amend the County Budget to increase revenue and expenses in the amount of \$114,564, to reflect the remaining allocation for the New York State RSP (*Rental Supplement Program*) issued by the New York State Office of OTDA (*Office of Temporary and Disability Assistance*).

Motion was made by Mr. Bruno, seconded by Mrs. Frasier and carried unanimously to approve the request as outlined above and refer same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

The Discussion Item portion of the agenda included the following items:

1. Commissioner's report of activities and updates was provided.
2. An overview of the Census and Overtime Reports was provided to the Committee in advance of the meeting.

An executive session was requested; Ryan Dickey, *Second Assistant County Attorney*, stated the reason for the executive session was to discuss the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation, pursuant to Section 105(1)(f) of the Public Officer's Law.

Motion was made by Mr. Bruno, seconded by Mr. Smith and carried unanimously to enter into executive session.

Executive session was held from 11:03 a.m. until 11:37 a.m.

Upon reconvening, Mr. Driscoll noted that no action had been taken during the executive session.

As there was no further business to come before the Human Services Committee, on motion made by Mr. Bruno, seconded by Mr. Geraci and carried unanimously, Mr. Driscoll adjourned the meeting at 11:39 a.m.

Respectfully submitted,
Molly Ganotes-Gleason, Legislative Office Specialist