

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: HUMAN SERVICES

DATE: AUGUST 20, 2024

COMMITTEE MEMBERS PRESENT:

SUPERVISORS DRISCOLL
BRUNO
PATCHETT
TURNER
WILD
STRAINER
RUNYON

OTHERS PRESENT:

REPRESENTING WARREN COUNTY YOUTH BUREAU
SUSAN MOWERY, DIRECTOR
SHAUN ETU, ASSISTANT DIRECTOR
AMY McBYRNE, DIRECTOR, COUNTRYSIDE ADULT HOME
REPRESENTING THE DEPARTMENT OF SOCIAL SERVICES:
CHRISTINA MASTRIANNI, COMMISSIONER
JULIE MONTERO, FISCAL MANAGER
KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD
JOHN TAFLAN, COUNTY ADMINISTRATOR
AMANDA ALLEN, CLERK OF THE BOARD
RYAN DICKEY, SECOND ASSISTANT COUNTY ATTORNEY
FRANK E. THOMAS, BUDGET OFFICER
SUPERVISORS CROCITTO
GERACI
MERLINO
STROUGH
TAMMIE DeLORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR
CHRISTINE NORTON, COUNTY TREASURER
GINA MINTZER, EXECUTIVE DIRECTOR, LAKE GEORGE CHAMBER OF
COMMERCE AND CVB
MOLLY GANOTES-GLEASON, LEGISLATIVE OFFICE SPECIALIST

Please note, the following contains a summarization of the August 20, 2024 meeting of the Human Services Committee; the meeting in its entirety can be viewed on the Warren County website using the following links:

Warren County website - <https://warrencountyny.gov/mma>

Warren County's YouTube Channel - <https://www.youtube.com/watch?v=0-Mg2jY5zTY>

Mr. Driscoll called the meeting of the Human Services Committee to order at 10:10 a.m.

Copies of the Warren County Youth Bureau; Countryside Adult Home; and Department of Social Services agendas were distributed; copies of the agendas are on file with the minutes.

Motion was made by Ms. Runyon, seconded by Mr. Bruno and carried by a unanimous vote of those present (*Mr. Wild absent*) to approve the minutes of the previous Human Services Committee meeting, subject to correction by the Clerk of the Board.

Privilege of the floor and public comments were called for, but there was no one wishing to speak.

The meeting commenced with review of the Action Agenda/New Business Items section of the Warren County Youth Bureau agenda which consisted of a request to appoint Samantha Smead as a member of the Warren County Youth Board for the term January 1, 2024 - December 31, 2024.

Motion was made by Mr. Strainer, seconded by Ms. Runyon and carried by a unanimous vote of those present (*Mr. Wild absent*) to approve the request as outlined above and the necessary resolution was authorized for the September 20th Board meeting. *A copy of the resolution request form is on file with the minutes.*

The Information for Discussion and/or Review was addressed, with the following being addressed:

Update on the Resource Allocation Plan (RAP)

Update on funding streams (TDP, YSEF, YTS) programs from program year 10/1/24-9/30/25

There being no further Warren County Youth Bureau business to discuss, review of the Countryside Adult Home agenda commenced with the Action Agenda/New Business Items which included the following requests:

1. For a transfer of funds totaling \$39,000 amongst various budget codes to cover overtime expenses through the end of the year.

Motion was made by Mr. Bruno, seconded by Ms. Runyon and carried by a unanimous vote of those present (*Mr. Wild absent*) to approve the request as outlined above and refer same to the Finance & Budget Committee. *A copy of the resolution request form is on file with the minutes.*

2. For a new contract with Relias, LLC in an amount not to exceed \$4,278.49 (\$2,553.49 in contract year 1 and \$1,725 in contract year 2) to provide services aimed at meeting the NYS Department of Health education requirements for staff over the term commencing October 1, 2024 and terminating October 1, 2026.

Mr. Wild entered the meeting at 10:23 a.m.

Motion was made by Mr. Strainer, seconded by Ms. Turner and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the September 20th Board meeting. *A copy of the resolution request form is on file with the minutes.*

A review of the Discussion Items portion of the agenda proceeded with an overview of the following documents included in the agenda packet:

- Census
- Overtime Report

There being no further Countryside business to discuss, review of the Department of Social Services commenced with the following requests:

1. To reclassify the position of Resource Clerk #1, *Grade 4, Base Annual Salary \$38,447*, to Senior Clerk #TBD, *Grade 4, Base Annual Salary \$38,477*, effective September 23, 2024.
2. To reclassify the position of Resource Clerk #3, *Grade 4, Base Annual Salary \$38,447*, to Senior Clerk #TBD, *Grade 4, Base Annual Salary \$38,477*, effective September 23, 2024.

The County Administrator explained how the Salary Grade System worked along with Civil Service requirements.

Motion was made by Mr. Bruno, seconded by Mr. Wild and carried unanimously to approve the requests as outlined above and refer same to the Personnel, Administration & Higher Education Committee. *Copies of the resolution request forms are on file with the minutes.*

3. To continue the memorandum of understanding with Warren County Workforce Development in an amount not to exceed \$15,000 for the Pathways to Successful Employment Program for the term to commence January 1, 2025 and terminate December 31, 2025.

Motion was made by Mr. Wild, seconded by Ms. Runyon and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the September 20th Board meeting. *A copy of the resolution request form is on file with the minutes.*

4. To amend the County Budget in the amount of \$25,000 to increase expenses and revenues to purchase desktop scanners for the medicaid staff.

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

5. For a transfer of funds in the amount of \$50,000 from Budget Code A.6010 110, *Salaries - Regular*, to Budget Code A.6010 120, *Salaries - Overtime*, to cover overtime costs through year end.

Motion was made by Ms. Runyon, seconded by Mr. Strainer and carried unanimously to approve the request as outlined above and refer same to the Finance & Budget 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 by email.
2. The Revenue, Expenditures and Overtime Reports were reviewed.

Privilege of the floor and public comments were called for, but there was no one wishing to speak.

As there was no further business to come before the Human Services Committee, on motion made by Mr. Strainer, seconded by Mr. Patchett and carried unanimously, Mr. Driscoll adjourned the meeting at 10:43 a.m.

Respectfully submitted,
Molly Ganotes-Gleason, Legislative Office Specialist