

**WARREN COUNTY BOARD OF SUPERVISORS**

**COMMITTEE: HUMAN SERVICES**

**DATE: AUGUST 24, 2020**

---

---

**COMMITTEE MEMBERS PRESENT:**

SUPERVISORS: DRISCOLL  
HOGAN  
BRUNO  
FRASIER  
MAGOWAN  
MCDEVITT  
SHEPLER

**REPRESENTING THE DEPARTMENT OF SOCIAL SERVICES:**

CHRISTIAN HANCHETT, COMMISSIONER  
JULIE MONTERO, FISCAL MANAGER  
AMY MCBYRNE, DIRECTOR, COUNTRYSIDE ADULT HOME  
FRANK E. THOMAS, CHAIRMAN OF THE BOARD  
MARY ELIZABETH KISSANE, COUNTY ATTORNEY  
AMANDA ALLEN, CLERK OF THE BOARD  
KEVIN B. GERAGHTY, BUDGET OFFICER  
SUPERVISORS BEATY  
BRAYMER  
CONOVER  
LEGGETT  
SEEBER  
WILD  
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR  
DON LEHMAN, DIRECTOR OF PUBLIC AFFAIRS  
JEREMY SCRIME, SENIOR COMPUTER SYSTEMS ANALYST/PROGRAMMER  
MOLLY GANOTES-GLEASON, LEGISLATIVE OFFICE SPECIALIST

---

---

*Please note, the following contains a summarization of the August 24, 2020 meeting of the Human Services Committee; the meeting in its entirety can be viewed on the Warren County website using the following link: <https://www.warrencountyny.gov/gov/comm/Archive/2020/human/>*

***Note: As per Governor Cuomo’s Executive Order 202.1: “Article 7 of the Public Officers Law, to the extent necessary to permit any public body to meet and take such actions authorized by the law without permitting in public in-person access to meetings and authorizing 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”. Supervisors Driscoll, Frasier, Magowan, McDevitt and Shepler were physically present, while Supervisors Bruno and Hogan participated by video conference.***

Mr. Driscoll called the meeting of the Human Services Committee to order at 11:54 a.m.

Motion was made by Mr. Magowan, seconded by Mrs. Frasier and carried unanimously to approve the minutes of the previous Committee meeting, subject to correction by the Clerk of the Board.

Copies of the Countryside Adult Home and the Department of Social Services (DSS) agendas were distributed to those in attendance and those participating virtually accessed the agendas via the Warren County website; *copies of the agendas are on file with the meeting minutes.*

Privilege of the floor was extended to Amy McByrne, *Director, Countryside Adult Home*, who presented the following requests:

- 1) To extend the contract with B-Lann Equipment Co. Inc. in the amount of \$1,424.10 (*with an additional \$1,000 for unforeseen repairs*) for regular maintenance of the fire suspension system over the term

---

---

commencing January 1, 2021 and terminating December 31, 2022.

Motion was made by Ms. Shepler, seconded by Ms. Hogan and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the September 18<sup>th</sup> Board Meeting. *A copy of the resolution request form is on file with the minutes.*

- 2) To extend the contract with Hudson Headwaters Health Network in the amount of \$32,409 for clinician services over a term to commence January 1, 2021 and terminate December 31, 2022.

Motion was made by Mr. Magowan, seconded by Mrs. Frasier and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the September 18<sup>th</sup> Board Meeting. *A copy of the resolution request form is on file with the minutes.*

- 3) To extend the contract with Action Septic in the amount of \$1,260 (*not to exceed a total of \$2,000*) for pipe maintenance cleaning over a term to commence January 1, 2021 and terminate December 31, 2021.

Motion was made by Mr. Magowan, seconded by Mrs. Frasier and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the September 18<sup>th</sup> Board Meeting. *A copy of the resolution request form is on file with the minutes.*

- 4) To fill the vacant position of Senior Account Clerk #2-Part-Time, *Grade 7, Base Annual Salary \$33,600*, due to resignation.

Motion was made by Ms. Shepler, seconded by Mr. Magowan and carried unanimously to approve the request and refer same to the Personnel & Administration Committee for reporting purposes. *A copy of the Notice of Intent to Fill Vacant Position form is on file with the minutes.*

- 5) To approve a new Overtime for Mandatory COVID-19 Testing policy in order to qualify for possible FEMA reimbursements.

Motion was made by Mr. Magowan, seconded by Ms. Hogan and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the September 18<sup>th</sup> Board Meeting. *A copy of the resolution request form is on file with the minutes.*

There being no further Countryside Adult Home business to discuss, privilege of the floor was extended to Christian Hanchett, *Commissioner, Department of Social Services, DSS*, who indicated that Agenda Item one consisted of a request to fill several vacant positions, which included the following:

- 1) Social Welfare Examiner #8, *Grade 8, Base Annual Salary \$34,988 (2019)*, due to resignation;
- 2) Medicaid Clerk #1, *Grade 5, Base Annual Salary \$30,520 (2019)*, due to promotion; and
- 3) Senior Account Clerk #7, *Grade 7, Base Salary \$33,600 (2019)*, due to promotion.

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

Next, Mr. Hanchett introduced a request to appoint/re-appoint members of the Warren County Youth Board for the term January 1, 2021 through December 31, 2021. He noted the appointments included those of Supervisor Andrea Hogan, Annie McMahon and Peter Olesheski. Ms. Hogan pointed out that she had been appointed to the Youth

Board by the Board of Supervisor in January; Amanda Allen, *Clerk of the Board*, advised this request had been removed from the original agenda when her Office notified staff of Ms. Hogan's prior appointment. Mrs. Allen advised the action before the Committee today would be just the appointments of Ms. McMahon and Mr. Olesheski, as reflected in the agendas distributed to the Committee members and posted to the County website.

Motion was made by Mrs. Frasier, seconded by Mr. Magowan and carried unanimously to approve the reappointments of Ms. McMahon and Mr. Olecheski to the Warren County Youth Board and the necessary resolution was authorized for the September 18<sup>th</sup> Board Meeting. *Copies of the resolution request forms are on file with the minutes.*

Concluding the agenda review, privilege of the floor was extended to Julie Montero, *Fiscal Manager, DSS*, who provided an update on the revenue and expenditures, as well as on overtime use.

Mr. Driscoll called for any public comment and Don Lehman, *Director of Public Affairs*, advised none had been submitted.

As there was no further business to come before the Human Services Committee, on motion made by Ms. Shepler, seconded by Mr. Bruno and carried unanimously, Mr. Driscoll adjourned the meeting at 12:14 p.m.

Respectfully submitted,  
Molly Ganotes-Gleason, Legislative Office Specialist

