

**WARREN COUNTY BOARD OF SUPERVISORS**

**COMMITTEE: HEALTH, HUMAN & SOCIAL SERVICES**

**DATE: JANUARY 24, 2017**

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**COMMITTEE MEMBERS PRESENT:**

SUPERVISORS: FRASIER  
MACDONALD  
VANSELOW  
MONTESI  
BRAYMER  
MCDEVITT  
LEGGETT

**OTHERS PRESENT:**

CHRIS HUNSINGER, DIRECTOR OF EMPLOYMENT & TRAINING  
ADMINISTRATION  
ROB YORK, DIRECTOR, OFFICE OF COMMUNITY SERVICES  
EDWARD CORCORAN, DIRECTOR, COUNTRYSIDE ADULT HOME  
DEANNA PARK, DIRECTOR, OFFICE FOR THE AGING  
REPRESENTING THE DEPARTMENT OF SOCIAL SERVICES:  
MAUREEN SCHMIDT, COMMISSIONER  
JULIE MONTERO, FISCAL MANAGER  
REPRESENTING PUBLIC HEALTH/PATIENT SERVICES:  
PAT AUER, DIRECTOR OF PUBLIC HEALTH/PATIENT SERVICES  
GINELLE JONES, ASSISTANT DIRECTOR, PUBLIC HEALTH DIVISION  
VALERIE WHISENANT, ASSISTANT DIRECTOR OF HOME CARE  
DIVISION  
TAMMIE DELORENZO, CLINICAL & FISCAL INFORMATICS  
COORDINATOR  
TAWN DRISCOLL, FISCAL MANAGER  
RONALD F. CONOVER, CHAIRMAN OF THE BOARD  
KEVIN B. GERAGHTY, ACTING COUNTY ADMINISTRATOR  
BRIAN REICHENBACH, COUNTY ATTORNEY  
MARY ELIZABETH KISSANE, ASSISTANT COUNTY ATTORNEY  
SARAH MCLENITHAN, DEPUTY CLERK OF THE BOARD  
FRANK E. THOMAS, BUDGET OFFICER  
SUPERVISORS BROCK  
SEEBER  
SIMPSON  
SOKOL  
DON LEHMAN, *THE POST STAR*  
LESLIE LOVELACE, SECRETARY TO THE CLERK OF THE BOARD

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*Please note, the following contains a summarization of the January 24, 2017 meeting of the Health, Human & Social Services Committee; the meeting in its entirety can be viewed on the Warren County website using the following link:*  
<http://www.warrencountyny.gov/gov/comm/Archive/2017/health/>

Mrs. Frasier called the meeting of the Health, Human & Social Services Committee to order at 9:03 a.m.

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

Privilege of the floor was extended to Chris Hunsinger, Director, Employment & Training Administration, who distributed copies of his agenda to the committee members; *a copy of the agenda is on file with the minutes.*

Commencing his agenda review, Mr. Hunsinger presented a request to amend the County Budget in the amount of \$17,500, to accept funds from the Adirondack Health Institute (AHI) Delivery System Reform Incentive Payment Program (DSRIP), for the support of the overall project implementation by training additional employees in the health care field.

Motion was made by Mr. MacDonald, seconded by Mr. Montesi and carried unanimously to approve the request to amend the 2017 County Budget as outlined above and to forward same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

Next, Mr. Hunsinger introduced a request to fill the vacant position of Employment & Training Counselor, Grade 9, Annual Base Salary \$33,367, due to the termination of a provisional employee.

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

Mr. Hunsinger then presented a request for Employment & Training Administration employees Kathy Albert, Jill Metcalfe and Tara Booth to attend the 2017 New York State Association of Training Employment Professionals (NYATEP) Youth Counselor Training in Saratoga Springs, New York, on March 20-22, 2017.

Motion was made by Mr. Montesi seconded by Mr. MacDonald and carried unanimously to approve the travel request as presented. *A copy of the Authorization to Attend meeting or Convention form is on file with the minutes.*

Concluding his agenda review, Mr. Hunsinger informed the 29<sup>th</sup> Annual Job Discovery Career Fair would be held March 15, 2017 at SUNY Adirondack.

A brief discussion ensued.

This concluded the Employment & Training Administration portion of the meeting; privilege of the floor was extended to Rob York, Director, Office of Community Services, who distributed copies of his agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Commencing his agenda review, Mr. York presented a request to amend Resolution No. 116 of 2016 to include a 2% yearly rent increase for office space with the Warren-Washington Association for Mental Health. He informed the annual rent increases were as follows: 2016 - \$27,424.56; 2017 - \$27,973.05 and 2018 - \$28,532.51.

Motion was made by Mr. MacDonald, seconded by Mr. McDevitt and carried unanimously to approve the request as presented and the necessary resolution was authorized for the February 17<sup>th</sup> Board meeting. *A copy of the resolution request form is on file with the minutes.*

Next, Mr. York introduced a request to amend the County Budget in the amount of \$20,950, to accept AHI funding for DSRIP program objectives.

Motion was made by Mr. Montesi, seconded by Mr. MacDonald and carried unanimously to approve the request to amend the 2017 County Budget as outlined above and to forward same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

Concluding his agenda review, Mr. York presented a request to amend the County Budget in the amount of \$113,170, to accept funds from the New York State Office of Alcoholism and Substance Abuse Services for the operation of an Opioid Diversion Challenge Program, which he informed was 100% State funded.

Motion was made by Mr. MacDonald, seconded by Mr. McDevitt and carried unanimously to approve the request and forward same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

Privilege of the floor was extended to Maureen Schmidt, Department of Social Services (DSS) Commissioner, who distributed copies of her agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Commencing her agenda review, Ms. Schmidt presented a request to fill the vacant position of Keyboard Specialist #2, Grade 3, Annual Base Salary \$25,823, due to resignation.

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

Next, Ms. Schmidt proceeded to introduce several travel requests, as follows:

- ❖ Providing ratifying authorization for Asha Strother, Anna Wichnik-Brownell and Sarah Raymond to attend the Child Protect Services (CPS) Foundations Training Part 1 training in Albany, NY on December 13-16 and December 19-22, 2016.

Motion was made by Mr. Montesi seconded by Ms. Braymer and carried unanimously to approve the travel request as presented. *A copy of the Authorization to Attend meeting or Convention forms are on file with the minutes.*

Next, Ms. Schmidt presented the following New York Public Welfare travel requests:

- ❖ Authorizing Sarah Raymond to attend CPS Response Training - T in Albany New York on January 9 -13 and 23-27, 2017;
- ❖ Authorizing Alice Chapman and Janet Pratt to attend CPS Foundations Part 2-P Training in Albany, NY on January 18-20 and February 6-10, 2017;
- ❖ Authorizing Tamar Choppa to attend CPS Foundations Training Part 1-C in Albany, NY on February 13-17 and 22-24, 2017;
- ❖ Authorizing Tamar Choppa to attend CPS Response Training C in Albany, NY on March 6-10 and 20-22, 2017;
- ❖ Authorizing Sarah Raymond to attend CPS Foundations Part 2-T Training in Albany, NY on March 28-30 and April 18-21, 2017;
- ❖ Authorizing Tamar Choppa to attend CPS Foundations Part 2 Training-C in Albany, NY on May 23-26 and June 13-16, 2017;
- ❖ Authorizing Maureen Schmidt, Cynthia Schrock-Seeley, Sara Merry, Tammy Breen, Chris Hanchett, Julie Pearl, Cindy Mulcahy and Elizabeth Burke to attend the New York Public Welfare Association Annual Winter Conference in Albany, NY on January 25, 26 and 27, 2017.

Motion was made by Mr. MacDonald seconded by Mr. McDevitt and carried unanimously to approve all of the aforementioned travel requests, as presented. *Copies of the Authorization to Attend Meeting or Convention forms are on file with the minutes.*

Ms. Schmidt presented a request to re-appoint Lori O'Shaughnessy to the Warren County Youth Board for the term commencing January 1, 2017 and terminating December 31, 2017.

Motion was made by Mr. Montesi, seconded by Mr. MacDonald and carried unanimously to approve the request as presented and the necessary resolution was authorized for the February 17<sup>th</sup> Board meeting. *A copy of the resolution request form is on file with the minutes.*

Concluding her agenda review, Ms. Schmidt introduced a request for Jessica Missita, Social Welfare Examiner, to enroll in a job related course entitled "Policing and Society" at SUNY Plattsburgh.

Motion was made by Mr. MacDonald, seconded by Mr. Montesi and carried unanimously to approve the request and forward same to the Personnel & Higher Education Committee. *A copy of the resolution request form is on file with the minutes.*

Privilege of the floor was extended to Edward Corcoran, Director, Countryside Adult Home, who distributed copies of his agenda to the Committee members; *a copy is on file with the minutes.*

Mr. Corcoran introduced himself, providing a brief description of his experience, and stated he was looking forward to his future as the newly hired Director of Countryside Adult Home.

Commencing his agenda review, Mr. Corcoran informed Mahoney Notify-Plus Inc. had performed a semi-annual fire alarm inspection and recommended replacing the alarm system. Mr. Corcoran presented proposals to replace the fire alarm system from Mahoney Notify-Plus Inc., Red Hawk and New York Fire & Security.

Following a lengthy conversation about the proposals, a motion was made by Mr. Leggett, seconded by Mr. MacDonald and carried unanimously to authorize a new contract with New York Fire & Security for installation of a new fire panel in order to lock in the quoted rate, and to delay the alarm installation until such time that a determination was made about the budgetary impact of the expense, and the necessary resolution was authorized for the February 17<sup>th</sup> Board meeting. *A copy of the resolution request form is on file with the minutes.*

Next, Mr. Corcoran discussed the laundry service at Countryside. He informed the service was currently provided by Warrensburg Laundry who had raised the rate from \$.55 per pound to \$.69 per pound. He advised he was looking to perform laundry services on an in-house basis and had consulted the Department of Public Works to determine whether the facility's existing septic system could sustain the extra capacity. A brief conversation ensued.

Regarding admissions and discharges, Mr. Corcoran advised in December there had been one admission and one discharge. He added they were working on filling the rooms and keeping them full.

Pertaining to Agenda Item No. 4, Ms. Schmidt advised the Referral/Pending Item relating to whether Senior Aide Staff at Countryside Adult Home be compensated for the additional responsibilities they undertook in the absence of a Director could be removed, as she was handling the matter herself.

Privilege of the floor was extended to Julie Montero, Fiscal Manager for the DSS, who reviewed the DSS Revenue and Expenditure Reports for December 2016. She notified they were currently under budget and the numbers for January 2017 would provide a clearer picture since all the December expenses were paid in January. She indicated 2016 expenses would come in under budget and she mentioned the same was true for revenues. In regards to the Overtime Report, she stated they were sixty-three hours over budget as compared to 2015.

Mr. McDevitt inquired to the status of the DSS and Ms. Schmidt responded the department had a lot of Caseworker turn over and she informed there would be a Supervisor A position that would oversee training in hope of retaining employees. She spoke regarding the disconcerting feeling regarding Medicaid being taken over by the State and she welcomed anyone interested in a tour to stop over.

Privilege of the floor was extended to Deanna Park, Director of the Office for the Aging, who distributed copies of her agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Commencing her agenda review, Ms. Park presented a request to amend Resolution No. 508 of 2016 to exclude Home Health Care of Hamilton County from the contract renewal, as they were no longer providing services, and increase the amount of the contract with Greater Adirondack Home Health Aides to \$7,000.

Motion was made by Mr. Montesi, seconded by Mr. MacDonald and carried unanimously to approve the request as presented and the necessary resolution was authorized for the February 17<sup>th</sup> Board meeting. *A copy of the resolution request form is on file with the minutes.*

Finally, Ms. Park introduced a request to amend Resolution No. 120 of 2016, specifically speaking to the Schedule "A" document for Home Instead Senior Care, to reflect an increase in hourly rates to \$22.50 (Monday - Friday) and \$23.50 (weekends).

Motion was made by Mr. Montesi, seconded by Mr. Vanselow and carried unanimously to approve the request as presented and the necessary resolution was authorized for the February 17<sup>th</sup> Board meeting. *A copy of the resolution request form is on file with the minutes.*

In the absence of Denise DiResta, Director of Veterans' Services, Mrs. Frasier addressed the Veterans' Services agenda, copies of which were distributed to the Committee members; *a copy of the agenda is on file with the minutes.* She noted the sole agenda item pertained to a request to authorize a new contract with Sterling Solutions, Inc. in the amount of \$750.00 for electronic information management of Veterans' files, over a term commencing January 1, 2017 and terminating upon written notice from either party.

Motion was made by Mr. MacDonald, seconded by Mr. McDevitt and carried unanimously to approve the request as presented and the necessary resolution was authorized for the February 17<sup>th</sup> Board meeting. *A copy of the resolution request form is on file with the minutes.*

Privilege of the floor was extended to Mary Elizabeth Kissane, Assistant County Attorney, who distributed copies of a request from the County Attorney's Office to rescind Resolution No. 426 of 2016 which authorized acceptance of a settlement for a resident at Westmount Health Facility. She noted that the request was based on the fact that the anticipated sale of property to pay the settlement amount had fallen through.

Motion was made by Ms. Braymer, seconded by Mr. Montesi and carried unanimously to approve the request as presented and the necessary resolution was authorized for the February 17<sup>th</sup> Board meeting. *A copy of the resolution request form is on file with the minutes.*

Privilege of the floor was extended to Pat Auer, Director of Public Health/Patient Services, who distributed copies of her agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Commencing her agenda review, Ms. Auer presented a request to amend Resolution No. 285 of 2016, authorizing a participation agreement with Adirondack Health Institute (AHI), to add language in a form approved by the County Attorney allowing acceptance of any funds distributed to departments identified in Resolution No. 285 of 2016.

Motion was made by Mr. McDevitt, seconded by Mr. MacDonald and carried unanimously to approve the request as presented and the necessary resolution was authorized for the February 17<sup>th</sup> Board meeting. *A copy of the resolution request form is on file with the minutes.*

Next, Ms. Auer presented a request to amend the County Budget in the amount of \$22,650 to reflect the receipt of funds from AHI to support the New York State Delivery Systems Reform Incentive Payment Program (DSRIP).

Motion was made by Mr. Montesi, seconded by Mr. MacDonald and carried unanimously to approve the request to amend the 2017 County Budget as outlined above and forward same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

Ms. Auer presented a request to amend the County Budget in the amount of \$2,500 reflect the receipt of funds from the Adirondack Rural Health Network to support the Neonatal Abstinence Syndrome (NAS) Prevention Agenda Project.

Motion was made by Mr. Montesi, seconded by Mr. MacDonald and carried unanimously to approve the request to amend the 2017 County Budget as outlined above and forward same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

Continuing, Ms. Auer introduced a request to appoint and re-appoint members to the Warren County Health Services Professional Advisory Committee, for a term commencing January 1, 2017 and terminating December 31, 2017.

Motion was made by Ms. Braymer, seconded by Mr. MacDonald and carried unanimously to approve the request as presented and the necessary resolution was authorized for the February 17<sup>th</sup> Board meeting. *A copy of the resolution request form is on file with the minutes.*

Ms. Auer then presented a request to appoint members to the Local Early Intervention Coordinating Committee (LEICC) for the Education of Physically Handicapped Children's Program.

Motion was made by Mr. Montesi, seconded by Mr. MacDonald and carried unanimously to approve the request as presented and the necessary resolution was authorized for the February 17<sup>th</sup> Board meeting. *A copy of the resolution request form is on file with the minutes.*

Moving on, Ms. Auer presented a request to amend Resolution No. 114 of 2016 to reflect an increase in rates for para professional services provided by North Country Home Services, to commence January 1, 2017 and terminate per terms of current agreement.

Motion was made by Mr. Montesi, seconded by Mr. MacDonald and carried unanimously to approve the request as presented and the necessary resolution was authorized for the February 17<sup>th</sup> Board meeting. *A copy of the resolution request form is on file with the minutes.*

Ms. Auer introduced a request to authorize a new contract with Advanced Therapy P.L.L.C. to provide services for children in the preschool special needs program, to commence February 20, 2017 and terminate with 30 days written notice by either party.

Motion was made by Ms. Braymer, seconded by Mr. McDevitt and carried unanimously to approve the request as presented and the necessary resolution was authorized for the February 17<sup>th</sup> Board meeting. *A copy of the resolution request form is on file with the minutes.*

Finally, Ms. Auer presented a request to adopt the Warren County Rabies Plan for 2016-2020 for the Health Services Department.

Motion was made by Mr. MacDonald, seconded by Ms. Braymer and carried unanimously to approve the request as presented and the necessary resolution was authorized for the February 17<sup>th</sup> Board meeting. *A copy of the resolution request form is on file with the minutes.*

Tawn Driscoll, Fiscal Manager, gave an update on the monthly financials, stating there was nothing to report for 2017 and the 2016 books would be closed after the last batch was submitted February 6, 2017. Regarding revenues and expenditures, Ms. Driscoll informed she would be billing grants for the last quarter; she reported the Home Health Care and Maternal Child Health (MCH) programs were closed in December and the State would send notice in March for the Preschool Program that commenced from July 2016-December 2016 which would be billed and included in the 2016 Budget numbers. She indicated salaries were down \$215,000 due to nursing shortages and the use of compensation time in place of overtime. She advised 2016 benefits had been posted.

A brief conversation took place regarding revenues and salaries.

Ms. Auer addressed the Report of New York State Department of Health (NYSDOH) Recertification Survey, advising that the State arrived earlier than expected. She mentioned they received a report of the survey and submitted their plan of corrections. She indicated NYSDOH would visit again in coming months to verify the implementation of the corrections submitted by Public Health.

Next, Ms. Auer talked about the Emergency Response and Preparedness Plan and Ginelle Jones, Assistant Director/Public Health Division, informed they were trying to meet the following objectives in the first quarter which would lead up to a full scale drill. She informed the drill would likely take two hours and would occur in the early afternoon.

Privilege of the floor was extended to Valerie Whisenant, Assistant Director of Home Care Division, who provided a recent account on the status of referrals. She notified referrals were up 5% compared to the same time last year and they were steadily being received. She said and the Hospital Censes reported many patients were being admitted to rehabilitation centers for various reasons.

Ms. Auer provided a staffing update, reporting there had been one resignation and one retirement; however, she said, both would remain on staff as per diems. She added a nurse with a Bachelor's Degree would start in March and they were in need of a speech therapist. She informed the AHI provided funding for advertising and conferences.

Concluding her agenda review, Ms. Auer spoke regarding the Tobacco 21 Initiative, apprising there were three ways to go about the initiative:

1. Warren County Legislators to join the State in an initiative to raise the age to purchase cigarettes from eighteen to twenty-one;
2. Support a regional effort to get all Counties to agree to raise the purchasing age from eighteen to twenty-one; or
3. Work to implement a County law independent of what neighboring Counties pursue to raise the purchasing age from eighteen to twenty-one.

Mr. McDevitt commented he was unsupportive of this effort due to the fact that you go to war and vote at age 18, but would not be able to purchase cigarettes or alcohol.

Mr. Geraghty inquired whether emergency room visits were steady or dwindling and Ms. Auer replied the emergency rooms were trying to decrease the number of visits.

Ms. Braymer questioned if Public Health worked with the Office of Emergency Services (OES) and Ms. Auer replied in the positive. Ms. Jones provided a brief description of the work they did with Glens Falls Hospital and OES.

There being no further business to come before the Health, Human & Social Services Committee, on motion made by Mr. MacDonald and seconded by Ms. Braymer, Mrs. Frasier adjourned the meeting at 10:39 a.m.

Respectfully submitted,  
Leslie Lovelace, Secretary to the Clerk of the Board  
*(As typed by Molly Ganotes, Legislative Specialist)*