

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: SOCIAL SERVICES

DATE: SEPTEMBER 25, 2015

COMMITTEE MEMBERS PRESENT:

SUPERVISORS SIMPSON
SOKOL
FRASIER
STROUGH
SEEBER

OTHERS PRESENT:

REPRESENTING THE DEPARTMENT OF SOCIAL SERVICES:
MAUREEN SCHMIDT, COMMISSIONER
JULIE MONTERO, FISCAL MANAGER
DEANNA PARK, DIRECTOR OF COUNTRYSIDE ADULT HOME
KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD
PAUL DUSEK, COUNTY ADMINISTRATOR
MARTIN AUFFREDOU, COUNTY ATTORNEY
AMANDA ALLEN, CLERK OF THE BOARD
FRANK E. THOMAS, BUDGET OFFICER
SUPERVISORS BROCK
GIRARD
SAMANTHA HOGAN, SECRETARY TO THE CLERK OF THE BOARD

COMMITTEE MEMBERS ABSENT:

SUPERVISORS WOOD
VANSELOW

Mr. Simpson called the meeting of the Social Services Committee to order at 9:15 a.m.

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

Privilege of the floor was extended to Maureen Schmidt, Commissioner of the Department of Social Services (DSS), who distributed copies of the 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 Social Welfare Examiner #6 (Grade 8, Annual Salary \$31,452), due to resignation, as well as to fill any vacancies created by promotion.

Motion was made by Mr. Strough, seconded by Mrs. Frasier and carried unanimously to fill the vacant position of Social Welfare Examiner #6, as well as any vacancies and refer same to the Personnel Committee. *A copy of the Notice of Intent to Fill Vacant Position form is on file with the minutes.*

Ms. Seeber inquired what impact the changes in the Supplemental Nutrition Assistance Program (SNAP) would have on the Department of Social Service. Ms. Schmidt responded there were concerns about the impact these changes would have and Ms. Seeber suggested this item be placed on next months agenda for further discussion.

Ms. Schmidt requested to fill the vacant position of Keyboard Specialist #2 (grade 3, Annual Salary \$25,713), due to resignation.

Motion was made by Mr. Sokol, seconded by Mr. Strough and carried unanimously to fill the vacant position of Keyboard Specialist #2 and refer same to the Personnel Committee. *A copy of the Notice of Intent to Fill Vacant Position form is on file with the minutes.*

Ms. Schmidt requested authorization for Christina Mastrianni, Caseworker in the Fostercare Unit, to attend COMPASS Leader Certification Training in Albany, NY on October 20-23, 2015.

Motion was made by Mrs. Frasier, seconded by Mr. Strough and carried unanimously to approve the travel request. *A copy of the Authorization to Attend Meeting or Convention form is on file with the minutes.*

Next, Ms. Schmidt presented a request to transfer \$60,000 from Budget Code A.6010 110 (Social

Services, Salaries-Regular) to Budget Code A.6010 130 (Social Services, Salaries-Part Time)to cover salaries for five Home Energy Assistance Program (HEAP) staff through December 31, 2015.

Motion was made by Mr. Sokol, seconded by Mr. Strough and carried unanimously to approve the the transfer and refer same to the Finance Committee. *A copy of the request is on file with the minutes.*

Privilege of the floor was extended to Deanna Park, Director of Countryside Adult Home, who distributed copies of her agenda to the Committee members; a copy of the agenda is on file with the minutes.

Commencing the agenda review Ms. Park presented a request to renew the contract with Hudson Headwaters Health Network for employee physicals and PPD testing over the term commencing January 1, 2016 and terminating on December 31, 2017.

Motion was made by Mr. Sokol, seconded by Mrs. Frasier and carried unanimously to approve the request and the necessary resolution was authorized for the October 16th Board meeting. *A copy of the resolution request form is on file with the minutes.*

Next, Ms. Park requested to Reclassify two positions of Senior Aide Adult Home, (Annual Salaries of \$38,787 and \$39,287, grade 7). She stated the job description enacted in 2005 did not accurately describe the responsibilities of the individuals in the position, she continued this would be budget neutral change and effective January 2016.

Motion was made by Mrs. Frasier, seconded by Mr. Strough and carried unanimously to approve the reclassifications and refer same to the Personnel Committee. *A copy of the request is on file with the minutes.*

Ms. Park requested to enter into a new contract with Prime Health Choice, to allow Countryside Adult Home to be listed as a provider for Prime Health Choice, a managed long term care plan (MLTCP). She noted this would increase the referrals for Social Daycare services.

Motion was made by Mr. Sokol, seconded by Mr. Strough and carried unanimously to approve the request as outlined and the necessary resolution was authorized for the October 16th Board meeting. *A copy of the resolution request form is on file with the minutes.*

Ms. Park advised the Overtime Report was attached to the agenda and noted it was consistent with last years figures.

Finally, Ms. Park provided a review of the 2016 Countryside Budget Request, which she stated was down approximately 1% from last year; no changes to the Request were suggested.

Privilege of the floor was extended to Julie Montero, Fiscal Manager, who reviewed the 2016 Social Services Budget Request, following which no changes were suggested.

A discussion was held regarding the idea of admitting out-of-County residents to Countryside Adult Home; Ms. Park was asked to address this matter at a future meeting where the County Attorney and Administrator were present.

As there was no further business to come before the Social Services Committee, on motion made by Mr. Sokol and seconded by Ms. Seeber, Mr. Simpson adjourned the meeting at 11:26 p.m.

Respectfully Submitted,
Samantha Hogan, Secretary to the Clerk of the Board