

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: HEALTH, HUMAN & SOCIAL SERVICES

DATE: JUNE 1, 2016

COMMITTEE MEMBERS PRESENT:

SUPERVISORS SOKOL
SIMPSON
SEEBER
FRASIER
STROUGH
MCDEVITT
MACDONALD
BRAYMER

COMMITTEE MEMBER ABSENT:

SUPERVISOR VANSELOW

OTHERS PRESENT:

REPRESENTING THE EMPLOYMENT AND TRAINING ADMINISTRATION:

CHRIS HUNSINGER, DIRECTOR
SHARON SANO, SENIOR COUNSELOR

REPRESENTING THE DEPARTMENT OF SOCIAL SERVICES:

MAUREEN SCHMIDT, COMMISSIONER
JULIE MONTERO, FISCAL MANAGER

ROB YORK, DIRECTOR, OFFICE OF COMMUNITY SERVICES

KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD

BRIAN REICHENBACH, COUNTY ATTORNEY

MARY ELIZABETH KISSANE, ASSISTANT COUNTY ATTORNEY

AMANDA ALLEN, CLERK OF THE BOARD

FRANK E. THOMAS, BUDGET OFFICER

SUPERVISORS BEATY

LEGGETT

MONTESI

WOOD

DON LEHMAN, *THE POST STAR*

SAMANTHA HOGAN, SENIOR LEGISLATIVE OFFICE SPECIALIST

Please note, the following contains a summarization of the June 1, 2016 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/2016/health/>

Mr. Sokol called the meeting of the Health, Human and Social Services Committee to order at 9:50 a.m.

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

Privilege of the floor was extended to Chris Hunsinger, Director the of Employment and Training Administration (ETA), who distributed copies of the agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Commencing his agenda review, Mr. Hunsinger presented the following requests:

- 1) To amend the 2016 Warren County Budget in the amount of \$632,849 to reflect receipt of Workforce Investment and Opportunity Fund (WIOA) funds for the 2016 program year.

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

- 2) To amend the 2016 Warren County Budget in the amount of \$85,703 to reflect receipt New York State TANF (Temporary Assistnace to Needy Families) grant funds to administer the Summer Youth Employment Program.

Motion was made by Mr. McDevitt, seconded by Ms. Braymer and carried unanimously to approve the request and refer same to the Finance, Personnel & Higher Education Committee. *A copy of the*

resolution request form is on file with the minutes.

- 3) To amend the 2016 Warren County Budget in the amount of \$11,517 to reflect receipt of Trade Adjustment Act Federal funding for reimbursement of training costs for four dislocated workers through the Trade Adjustment Act.

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

- 4) To authorize temporary positions of employment to establish training slots and related expenses for Federal Employment and Training programs for the term 7/1/16 - 6/30/17.

Motion was made by Ms. Seeber, seconded by Ms. Braymer and carried unanimously to approve the request as outlined and the necessary resolution was authorized for the June 15th Board Meeting; *a copy of the resolution request form is on file with the minutes.*

- 5) To authorize agreements/contracts with Saratoga County Employment and Training and/or Washington County Economic Opportunity Council (EOC)/ETA to operate a youth program under the Workforce Innovation Opportunity Act.

Motion was made by Ms. Braymer, seconded by Mrs. Frasier and carried unanimously to approve the request as presented and the necessary resolution was authorized for the June 15th Board meeting; *a copy of the resolution request form is on file with the minutes.*

- 6) To approve of the Workforce Development Board Budget (f/k/a the Workforce Investment Board) for the term 7/1/16 - 6/30/17 and to authorize Memorandum of Understanding (MOU) cost allocation plan (CAP).

Motion was made by Mr. Simpson, seconded by Mrs. Frasier and carried unanimously to approve the request as presented and the necessary resolution was authorized for the June 15th Board meeting; *a copy of the resolution request form is on file with the minutes.*

- 7) To authorize the ETA to host the 2016 Summer Youth Awards Ceremony/Picnic to be held on August 18 at Crandall Park, Glens Falls, for an estimated cost of \$500.

Motion was made by Mr. McDevitt, seconded by Mr. Strough and carried unanimously to approve the request. *A copy of the Request to Host Meeting or Conference form is on file with the minutes.*

- 8) To reappoint Vandra C. Dagles (Glens Falls National Bank & Trust Co.) and Karen Winne, (Unicore Technical Materials) to the Saratoga-Warren-Washington Counties Workforce Development Board for the term 7/1/16 - 6/30/2019.

Motion was made by Mr. Simpson, seconded by Ms. Braymer and carried unanimously to approve the reappointments and the necessary resolution was authorized for the June 15th Board Meeting. *Copies of the resolution request forms are on file with the minutes and the necessary resolution was authorized for the June 15, 2016 Board Meeting.*

Finally, Mr. Hunsinger announced the Workforce Development Board would be meeting on June 14, 2016 at 3:00 p.m. on the 9th floor of the Traveler's Building, 333 Glen Street, Glens Falls, if any of the Supervisors were interested in attending.

Privilege of the floor was then extended to Rob York, Director, Mental Health, who distributed copies of the Mental Health 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 the 2016 Warren County Budget to include funding from New York State Office of Alcoholism and Substance Abuse Services in the amount of \$4,486, to cover increased health and Worker's Compensation Insurance costs.

Motion was made by Ms. Braymer, seconded by Mr. Simpson and carried unanimously to approve the request as outlined and refer same to the Finance, Personnel & Higher Education Committee. *A copy of the resolution request form is on file with the minutes.*

Supervisor MacDonald entered at 10:03 a.m.

Moving on, Mr. York introduced David Saffer, Executive Director, Council for Prevention; who distributed some informational items and gave a brief overview of the services provided by the Council for Prevention.

Supervisor Thomas entered at 10:10 a.m.

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 the agenda review Ms. Schmidt presented the following requests:

- 1) To fill the vacant position of Caseworker#29, (Grade 16, Annual Base Salary of \$39,979), due to termination, as well as any vacancies created due to promotion.

Motion was made by Mr. Simpson, seconded by Mrs. Frasier and carried unanimously to approve the request and refer same to Finance, 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.*

- 2) To fill the vacant position of Social Welfare Examiner #39, (Grade 8, Annual Base Salary of \$32,238), due to resignation, as well as any vacancies created due to promotion.

Motion was made by Mr. Strough, seconded by Ms. Braymer and carried unanimously to approve the request and refer same to Finance, 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.*

- 3) To fill the vacant position of Intake Clerk, (Grade 4, Annual Base Salary of \$27,027), due to retirement, as well as any vacancies created due to promotion.

Motion was made by Mr. Simpson, seconded by Mrs. Frasier and carried unanimously to approve the request and refer same to Finance, 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.*

- 4) To fill the vacant position of Resource Clerk #3, (Grade 4, Annual Base Salary of \$27,027), due to retirement, as well as any vacancies created due to promotion.

Motion was made by Mr. Strough, seconded by Mr. Simpson and carried unanimously to approve the request and refer same to Finance, 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.*

- 5) To fill vacant position of Caseworker #27, (Grade 16, Annual Base Salary of \$39,979), due to resignation, as well as any vacancies created due to promotion.

Motion was made by Mrs. Frasier, seconded by Ms. Braymer and carried unanimously to approve the request and refer same to Finance, 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 stated she had several travel requests which she presented as follows:

- To authorize Unit Supervisors Diane Coughlin and Karen Whitted to attend New York State School of Industrial and Labor Relations (NYSSILR) Series: Manager As Facilitator Training in Albany, NY on May 11-12 and 18-19, 2016, and the use of a County vehicle.
- To authorize Unit Supervisor Diane Coughlin to attend NYSSILR Cornell Series: Working with People: Emotional Intelligence in Albany, NY on June 22 & 23, 2016, and the use of a County vehicle.
- To authorize Child Protective Services (CPS) Caseworkers Adrienne Rowell, Nicole Beaudette and Sara Farnsworth to attend CPS Foundations Training in Albany, NY on June 27-30 and July 12-15, 2016, and the use of a County vehicle.
- To authorize CPS Caseworkers Adrienne Rowell, Nicole Beaudette and Sara Farnsworth to attend CPS Response Training N in Albany, NY on July 25-29 and August 8-12, 2016, and the use of a County vehicle.
- To authorize Fraud Investigators Barbara Meade and Jessica Wildey to attend Annual Training Seminar-NY Welfare Fraud Investigators Association in Lake Placid, NY on June 6-8, 2016, and the use of a County vehicle.
- To authorize Foster Care/Adoption Caseworkers Tina Murray and Christina Mastrianni to attend Sexual Abuse Dynamics & Intervention Training in Troy, NY on June 22-24, 2016, and use of County vehicle.

Motion was made by Ms. Seeber, seconded by Ms. Braymer and carried unanimously to approve the above aforementioned travel requests as presented. *Copies of the Authorization to Attend Meeting or Convention Forms are on file with the minutes.*

Privilege of the floor was extended to Dee Park, Countryside Adult Home, 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. Park presented the following requests:

- 1) To renew contract with Mahoney Notify-Plus, Inc. for maintenance and inspection of the fire alarm system for a term commencing August 1, 2016 and terminating on July 31, 2017 for the lump sum amount of \$1,545.50.

Motion was made by Mr. Strough, seconded by Mr. MacDonald and carried unanimously to approve the request and the necessary resolution was authorized for the June 15th Board meeting. *A copy of the resolution request form is on file with the minutes.*

- 2) To authorize a new agreement with Madden Mechanical for the purchase and installation of a replacement boiler and a new propane tank to maintain proper temperatures at Countryside Adult Home.
- 3) For a transfer of funds in the amount of \$28,391.00 from Budget Code A.1990 469 (Contingent Account, Other Payments/Contributions) to Budget Code A.6030 413 (Countryside Adult Home, Repair & Maint.-Bldg/Property), to purchase a replacement boiler

for Countryside Adult Home.

Motion was made by Mr. Strough, seconded by Ms. Braymer and carried unanimously to approve both the requests, the necessary resolution for the agreement with Madden Mechanical was authorized for the June 15th Board meeting and the transfer was referred to Finance, Personnel & Higher Education Committee. *Copies of both requests are o file with the minutes.*

- 4) To authorize new agreement with BPI Mechanical Service for an lump sum of \$5,123, to replace freezer evaporator and condensing units.

Motion was made by Mr. Strough, seconded by Mr. Simpson and carried unanimously to approve the request and the necessary resolution was authorized for the June 15th Board meeting. *A copy of the resolution request form is on file with the minutes. Note: Subsequent to the meeting it was determined that this request was not necessary because there was already a contract in place with BPI covering all County buildings, as approved by Resolution No. 577 of 2014.*

Moving on to Referral/Pending Items, Ms. Park gave an update on the admission of out-of-County residents. She stated that currently they had only one but would keep the Committee informed on any changes.

Finally, Ms. Park noted the Overtime Report for Countryside Adult Home was included in the agenda and reflected a decrease from this time last year.

Privilege of the floor was extended to Julie Montero, Fiscal Manager for the DSS, who reviewed the Revenue and Expenditure Reports, noting that they were on target to end the fourth month of the year at the same level as in 2015. She stated in regards to the Overtime report, they were up a little, but this was to be expected due to on call hours in the Child Protective Services (CPS) Division.

Mr. Sokol noted that he was going to try and put together a tour of the Social Services Department for next month and would inform the Committee when he had a time an date.

Mr. Sokol advised there was one item from Veterans' Services that needed to be addressed; he advised that because Denise Diresta, Director of Veterans' Services, was unavailable he would present the item on her behalf. He then proceeded to present a request for the Director of Veterans' Services to receive payment for 31.5 hours of vacation time earned in 2015 that she was unable to carryover or use.

Following a brief discussion motion was made by Mr. Simpson, seconded by Mr. MacDonald and carried unanimously to approve the request and refer same to the Finance, Personnel & Higher Education Committee. *A copy of the request is on file with the minutes.*

As there was no further business to come before the Social Services Committee, on motion made by Mr. Simpson and seconded by Mr. Strough, Mr. Sokol adjourned the meeting at 10:29 a.m.

Respectfully Submitted,
Samantha Hogan, Senior Legislative Office Specialist