

# WARREN COUNTY BOARD OF SUPERVISORS

## COMMITTEE: HUMAN SERVICES

DATE: JANUARY 21, 2020

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### COMMITTEE MEMBERS PRESENT:

SUPERVISORS: DRISCOLL  
HOGAN  
BRUNO  
FRASIER  
MAGOWAN  
MCDEVITT  
SHEPLER

### REPRESENTING THE DEPARTMENT OF SOCIAL SERVICES:

CHRISTIAN HANCHETT, COMMISSIONER  
JULIE MONTERO, FISCAL MANAGER  
FRANK E. THOMAS, CHAIRMAN OF THE BOARD  
RYAN MOORE, COUNTY ADMINISTRATOR  
MARY ELIZABETH KISSANE, COUNTY ATTORNEY  
AMANDA ALLEN, CLERK OF THE BOARD  
KEVIN B. GERAGHTY, BUDGET OFFICER  
SUPERVISORS BEATY  
CONOVER  
MERLINO  
SEEBER  
SIMPSON  
WILD  
MICHAEL SWAN, COUNTY TREASURER  
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR  
TRAVIS WHITEHEAD, TOWN OF QUEENSBURY RESIDENT  
DON LEHMAN, *THE POST STAR*  
MOLLY GANOTES-GLEASON, LEGISLATIVE OFFICE SPECIALIST

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*Please note, the following contains a summarization of the January 21, 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/>

Mr. Driscoll called the meeting of the Human Services Committee to order at 9:54 a.m.

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

Commencing the Department of Social Services agenda review, Mr. Driscoll outlined the following requests to fill vacant positions:

- Senior Social Welfare Examiner #8, *Grade 11, Base Annual Salary \$38,225*, due to reassignment;
- Caseworker #23, *Grade 16, Base Annual Salary \$43,390*, due to resignation;
- Support Investigator #6, *Grade 8, Base Annual Salary \$34,988*, due to promotion;
- Resource Clerk #3, *Grade 4, Base Annual Salary \$29,333*, due to promotion; and
- Caseworker #16, *Grade 16, Base Annual Salary \$43,390*, due to resignation.

Motion was made by Mr. Magowan, seconded by Mr. Bruno and carried unanimously to approve all of the requests to fill vacant positions 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.*

Moving on to the next agenda item, Mr. Driscoll addressed a request to amend the Table of Organization and Salary Schedule to create and fill the position of Caseworker, Part-Time, Temporary (up to 20 hours a week), *Grade 16*,

Base Annual Salary \$43,390, effective February 24, 2020.

Christian Hanchett, *Commissioner, Department of Social Services (DSS)*, indicated he would bring a member of his staff to Committee Meetings throughout the year to discuss their positions. He mentioned they had a large Child Protective unit with many Caseworkers and it was difficult to keep employees. He apprised there was an individual that retired last year that was interested in the part-time position. Mr. Bruno inquired how he measured success within his department and Mr. Hanchett replied the caseload for adoptions and foster care had gone down drastically. He explained regulations had changed and work needed to be done quicker. Ms. Shepler suggested in the long-term to hire more full time positions to assist with the workload.

Motion was made by Ms. Hogan, seconded by Mr. Magowan and carried unanimously to approve the request and refer same to the Personnel & Administration Committee. *Copies of the resolution request and Notice of Intent to Fill Vacant Position forms are on file with the minutes.*

Next, Mr. Driscoll outlined a request to amend the Table of Organization and Salary Schedule and delete the position of Caseworker #11, which was vacated in 2017 and had not been filled since.

Motion was made by Mr. Magowan, seconded by Ms. Shepler and carried unanimously to approve the request and to refer same to the Personnel & Administration Committee. *A copy of the resolution request form is on file with the minutes.*

Mr. Driscoll informed the next agenda item, pertaining to a request to obtain a credit card for the Department of Social Services with a monthly limit of \$1,000, would be addressed by the County Administrator at the upcoming Personnel & Administration Committee meeting. He advised no action from the Human Services Committee was needed on this item.

Continuing, Mr. Driscoll announced the next agenda item included several requests to appoint/reappoint members to the Warren County Youth Board for a term commencing January 1, 2020 and terminating December 31, 2020.

Motion was made by Mrs. Frasier, seconded by Mr. McDevitt and carried unanimously to approve the requests and the necessary resolution were authorized for the February 21<sup>st</sup> Board Meeting. *Copies of the resolution request forms are on file with the minutes.*

Finally, Mr. Driscoll addressed a request to amend the County Budget to reflect receipt of CARA State Grant funding, in the amount of \$50,000.

Motion was made by Mr. McDevitt, seconded by Mr. Bruno and carried unanimously to approve the request to amend the 2020 County Budget as outlined above and refer 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 Julie Montero, *Fiscal Manager*, who reviewed the 2019 Department of Social Services Revenue and Expenditures Report, a copy of which was included in the agenda packet; Ms. Montero answered questions posed by the Committee members. Ryan Moore, *County Administrator*, inquired if there would be one more Medicare payment for 2019 and Ms. Montero replied affirmatively. Regarding the Overtime Report, Ms. Montero notified overtime was up due to a lack of staff and additional calls.

Mr. Hanchett distributed the Countryside Adult Home Census Report 2019 to the Committee members. *A copy of the report is on file with the minutes.*

In closing, Mr. Driscoll thanked Mrs. Frasier, as former Chair of the Health, Human & Social Services Committee, for her guidance as he assumed the position of Chair of the Human Services Committee.

There being no further business to come before the Human Services Committee, on motion made by Ms. Shepler and seconded by Mr. McDevitt, Mr. Driscoll adjourned the meeting at 10:23 a.m.

Respectfully submitted,  
Molly Ganotes-Gleason, Legislative Office Specialist