

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: SOCIAL SERVICES

DATE: FEBRUARY 5, 2009

COMMITTEE MEMBERS PRESENT:

SUPERVISORS TESSIER
BENTLEY
MERLINO
STRAINER

OTHERS PRESENT:

SHEILA WEAVER, COMMISSIONER OF THE DEPARTMENT OF
SOCIAL SERVICES
HAL PAYNE, COMMISSIONER OF ADMINISTRATIVE & FISCAL
SERVICES
JOAN SADY, CLERK OF THE BOARD
KEVIN GERAGHTY, BUDGET OFFICER
SUPERVISORS BELDEN
GOODSPEED
PITKIN
THOMAS
VANNESS
TODD LUNT, DIRECTOR OF THE HUMAN RESOURCES DEPARTMENT
JONATHAN ALEXANDER, *THE ADIRONDACK JOURNAL*
CHARLENE DIRESTA, SR. LEGISLATIVE OFFICE SPECIALIST

COMMITTEE MEMBERS ABSENT:

SUPERVISORS O'CONNOR
SHEEHAN
KENNY

Mr. Tessier called the meeting of the Social Services Committee to order at 12:23 p.m.

Privilege of the floor was extended to Sheila Weaver, 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.*

Ms. Weaver apprised the Committee that she recently received the invoice for State Training Charges for 2002 through 2008 from the New York State Office of Children & Family Services. She stated that the increase in State Training School Rates back to 2002. She noted that the DSS had \$172,650 appropriated; however, she added, an additional \$179,973.45 was required. She said the State would do a revenue intercept if the chargeback costs were not paid. She requested authorization to transfer \$179,973.45 from Unappropriated General Fund Surplus to A.6129.470 State Training - Contracts.

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

Ms. Weaver requested authorization to reclassify two Senior Account Clerk positions, Grade 7, to Account Clerk positions, Grade 4. She added that one of the employees had not passed the Civil Service Exam and the other had chosen not to take the Civil Service Exam. She noted that the reclassification of the two positions would result in a savings of approximately \$7,500. Mr. Merlino noted that there had been an employee in the Tourism Department last year who had refused to take the exam and as a result had been terminated. Todd Lunt, Director of the Human Resources Department, responded that the employee in question had been hired contingent on her passing the Civil Service Exam for the position.

Hal Payne, Commissioner of Administrative & Fiscal Services, said that his concern was that the Account Clerk positions had originally been reclassified because the employees had been working out of title and he was concerned that this would become an issue in the future. Ms. Weaver responded that there would be a reduction in the duties that were assigned to the two employees in question.

Motion was made by Mr. Strainer, seconded by Mr. Bentley and carried unanimously to approve the reclassification of the two positions, as outlined above and to forward same to the Personnel Committee. *A copy of the resolution request form is on file with the minutes.*

Ms. Weaver stated that the DSS had been awarded additional administrative funds through HEAP (Home Energy Assistance Program), which would cover the cost of two six month positions, overtime, five phone lines and five computers. Mr. Tessier asked if the positions would be abolished when the funds were depleted and Ms. Weaver replied affirmatively.

Ms. Weaver requested authorization to amend the 2009 County budget to increase estimated revenues and appropriations in the amount of \$64,436, to reflect the receipt of HEAP funding.

Motion was made by Mr. Strainer, seconded by Mr. Bentley and carried unanimously to amend the 2009 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.*

Ms. Weaver requested authorization to fill the vacant position of Social Welfare Examiner in the Temporary Assistance Unit, Employee No. 11544, base salary of \$29,199, due to resignation. She added that the employee had resigned on January 30, 2009 without notice. She said that 75% State and Federal funding was received for the position and the remaining 25% had been included in the budget.

Motion was made by Mr. Strainer, seconded by Mr. Bentley and carried unanimously to approve the filling of the vacant position, as outlined above and to forward same to the Personnel Committee. *A copy of the resolution request form is on file with the minutes.*

Mr. Payne questioned the newly adopted rule that Personnel issues required a 2/3 majority vote from the Committee in order to be forwarded to the Personnel Committee. Joan Sady, Clerk of the Board, responded that the issues could be referred to the Personnel Committee; however, she added, they would need to waive the rules of the Board requiring a 2/3 majority vote of the supervisory committee, at the February 20, 2009 Board meeting.

Ms. Weaver informed the Committee that she would be changing the standby procedures of the Department of Social Services so that they would be paying two employees on a daily basis as opposed to four. She added that the anticipated savings was approximately \$14,000. Mr. Bentley asked what the current standby procedure was and Ms. Weaver responded that two Child Protective Workers, one Foster Care Supervisor and one Homeless/HEAP pager were paid on a daily basis to be on-call; however, she added, she

was eliminating the Foster Care Supervisor, which had not been utilized since April 2008 and the Homeless/HEAP pager, which had only been utilized four times since April 2008.

Ms. Weaver requested authorization to create a new position of Clerk, base salary of \$22,897, Grade 2, effective February 23, 2009 and to fill the vacant position upon its creation. She noted that this was a temporary six month position that would assist in the administration of HEAP and was 100% funded.

Motion was made by Mr. Strainer, seconded by Mr. Merlino and carried unanimously to approve the creation of the new position and to fill the vacant position, as outlined above and to forward same to the Personnel Committee. *Copies of the resolution request forms are on file with the minutes.*

Ms. Weaver requested authorization to create a new position of Social Welfare Examiner, base salary of \$29,199, effective February 23, 2009 and to fill the vacant position upon its creation. She noted that this was also a temporary six month position that would assist in the administration of HEAP and was 100% funded.

Motion was made by Mr. Strainer, seconded by Mr. Bentley and carried unanimously to approve the creation of the new position and to fill the vacant position, as outlined above and to forward same to the Personnel Committee. *Copies of the resolution request forms are on file with the minutes.*

Ms. Weaver requested authorization to fill the vacant position of Social Welfare Examiner, Employee No. 10163, base salary of \$29,199. She noted that this was a temporary six month position and added that the employee had been on medical leave since December 29, 2008 and they had received notification that the employee would be out until April 20, 2009. Mr. Strainer asked if the position would receive benefits and Ms. Weaver replied in the negative.

Motion was made by Mr. Strainer, seconded by Mr. Bentley and carried unanimously to approve the filling of the vacant position, as outlined above and to forward same to the Personnel Committee. *A copy of the resolution request form is on file with the minutes.*

Mr. Payne stated that he had reviewed the overtime usage of the DSS for the last 16 months. He added that six months prior to hiring Ms. Weaver, overtime usage had averaged 98.7 hours per payroll and Ms. Weaver had reduced the average to 43 hours per payroll.

Mr. Strainer referred to the OCFS Care and Maintenance chargeback, which had dated back to 2002 and asked if funds had been set aside for the expense. Mrs. Sady replied that the bill reflected a retroactive increase that had not been budgeted.

As there was no further business to come before the Social Services Committee, on motion made by Mr. Strainer and seconded by Mr. Merlino, Mr. Tessier adjourned the meeting at 12:34 p.m.

Respectfully Submitted,
Charlene DiResta, Sr. Legislative Office Specialist