

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: SOCIAL SERVICES

DATE: DECEMBER 2, 2014

COMMITTEE MEMBERS PRESENT:

SUPERVISORS WESTCOTT
WOOD
SOKOL
STROUGH
VANSELOW

OTHERS PRESENT:

REPRESENTING THE DEPARTMENT OF SOCIAL SERVICES:
MAUREEN SCHMIDT, COMMISSIONER
JULIE MONTERO, FISCAL MANAGER
PAUL DUSEK, COUNTY ADMINISTRATOR
AMANDA ALLEN, DEPUTY CLERK OF THE BOARD
FRANK E. THOMAS, BUDGET OFFICER

COMMITTEE MEMBERS ABSENT:

SUPERVISORS FRASIER
SIMPSON

SUPERVISORS BEATY

BROCK
KENNY
MERLINO
SEEBER

DON LEHMAN, *THE POST STAR*

SAMANTHA HOGAN, ASSISTANT SECRETARY TO THE CLERK OF THE BOARD

Mr. Westcott called the meeting of the Social Services Committee to order at 9:30 a.m.

Motion was made by Mr. Strough, seconded by Ms. Wood and carried unanimously to approve the minutes of the previous Social Services Committee 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 the agenda review, Ms. Schmidt presented a request to appoint and reappoint members to the Warren County Youth Board; she advised that a listing of the appointees was included in the agenda.

Motion was made by Mr. Sokol, seconded by Mr. Strough and carried unanimously to approve the request and the necessary resolution was authorized for the December 19th Board meeting; *a copy of the resolution request form is on file with the minutes.*

Next, Ms. Schmidt presented a request to submit the Resource Allocation Plan for 2014. She explained that this (New York State of Child & Family Services) contained the youth services programs and project applications for the 2014 program year as required by the OCFS. Ms. Schmidt stated that by signing the plan, Warren County would qualify for New York State reimbursements in accordance with OCFS fund allocations.

Motion was made by Mr. Vanselow, seconded by Ms. Wood and carried unanimously to approve the request and the necessary resolution was authorized for the December 19th Board meeting; *a copy of the resolution request form is on file with the minutes.*

Agenda Item 3, Ms. Schmidt said, pertained to a request to transfer funds in the amount of \$50,000 between various budget codes. Privilege of the floor was extended to Julie Montero, Fiscal Manager for the Department of Social Services, who explained that at the end of each budget year funds were transferred between budget codes to offset deficits. She further noted that the transfer of \$25,000 from Budget Code A.6010 470 (Social Services, Contract) to Budget Code A.6010 220 (Social Services, Office Equipment), was for the sole purpose of purchasing new

computers. Ms. Montero advised that the Information Technology Department (IT) had done a review and noted that they were in need of 20 new laptop computers for all of the Caseworkers to use in the field, as well as replacing some of the older desktop computers within the DSS.

Motion was made by Mr. Sokol and seconded by Mr. Strough to approve the request.

Mr. Strough asked if the laptops would have the ability to communicate information back to a main computer. Ms. Montero replied affirmatively, noting that they would all be linked to one on-call computer. Ms. Schmidt noted that the information was automatically updated into a secure system with New York State.

There being no further discussion on the issue, Mr. Westcott called the question and the aforementioned motion to approve the request for a transfer of funds was carried unanimously, and referred to the Finance Committee. *A copy of the request form is on file with the minutes.*

Moving on to Pending Items, Ms. Schmidt stated the request to amend the current agreement with the Council for Prevention of Alcohol & Substance Abuse, in order to increase the local share by \$4,460 for the total of \$55,335, had been resolved and could be removed from the pending items list.

Concluding the Agenda review with Information for Discussion, Ms. Montero gave a review of the monthly Revenue and Expenditures report, noting that she had included the 2013 report for comparison. She pointed out that as per the expense report, it looked as though they would finish the year under budget. Ms. Montero continued that although it looked like the revenues were down, according to what was claimed in October and November, \$1.7 million had yet to be posted. Ms. Montero also reviewed the Overtime Report, which she advised showed less overtime use, than the prior year.

As there was no further business to come before the Social Services Committee, on motion made by Mr. Strough and seconded by Mr. Sokol, Mr. Westcott adjourned the meeting at 9:39 a.m.

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