

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: HUMAN SERVICES

DATE: AUGUST 28, 2015

COMMITTEE MEMBERS PRESENT:

SUPERVISORS FRASIER
GIRARD
SOKOL
WOOD
VANSELOW
BROCK
SEEBER

OTHERS PRESENT:

CHRIS HUNSINGER, DIRECTOR OF EMPLOYMENT & TRAINING ADMINISTRATION
CHRISTIE SABO, DIRECTOR OF OFFICE FOR THE AGING
PAUL DUSEK, COUNTY ADMINISTRATOR
AMANDA ALLEN, CLERK OF THE BOARD
FRANK E. THOMAS, BUDGET OFFICER
SUPERVISORS KENNY
SIMPSON
DON LEHMAN, *THE POST STAR*
THOM RANDALL, *ADIRONDACK JOURNAL*
SAMANTHA HOGAN, SECRETARY TO THE CLERK OF THE BOARD

Mrs. Frasier called the meeting of the Human Services Committee to order at 9:30 a.m.

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

Privilege of the floor was extended to Christie Sabo, Director, Office for the Aging, 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. Sabo presented a request to enter into a new agreement with Hamilton County Public Health Nursing Services to provide Extended In-Home-Services for the Elderly Program (EISEP) PC I and PC II levels of home care to Hamilton County clients, for the total amount not to exceed \$50,000 for the term commencing September 21, 2015 and terminating March 31, 2016.

Motion was made by Mr. Sokol, seconded by Ms. Wood and carried unanimously to approve the request as presented and the necessary resolution was authorized for the September 18th Board meeting; *a copy of the request is on file with the minutes.*

Ms. Sabo requested to amend the Memorandum of Understanding (MOU) with New York Connects to include content specified by the New York State Office for the Aging.

Motion was made by Mr. Sokol, seconded by Mr. Brock and carried unanimously to approve the request as presented and the necessary resolution was authorized for the September 18th Board meeting; *a copy of the request is on file with the minutes.*

Ms. Sabo requested authorization for Susan Dornan, NY Connects Coordinator, to attend the New York Association on Independent Living (NYAIL) Statewide Conference in Troy, NY on September 16 & 17, 2015.

Motion was made by Mr. Vanselow, seconded by Ms. Wood 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.*

Ms. Sabo requested authorization for RoseAnn O'Rourke, Nutrition Services Coordinator, to attend the NYS Senior Nutrition Conference in Corning, NY on October 15 & 16, 2015.

Motion was made by Ms. Wood, seconded by Mr. Brock 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.*

Proceeding to the Topics for Discussion section of the agenda, Ms. Sabo advised she would be entering into a non-monetary MOU with Glens Falls Hospital's Cancer Services Program. She explained the MOU outlined responsibilities in regards to referring clients to the Hospital and keeping in contact with the referrals; she added that in return, Glens Falls Hospital would provide the numbers of the clients they had served.

This concluded the Office for the Aging portion of the meeting and privilege of the floor was extended to Chris Hunsinger, Director of the Employment and Training Administration, who distributed copies of his agenda to the Committee members, *a copy of the agenda is on file with the minutes.*

Commencing the agenda review, Mr. Hunsinger presented the request to amend the County Budget in the amount of \$13,484 to include Federal Trade Adjustment Act funds received for the training of one dislocated worker.

Motion was made by Ms. Wood, seconded by Mr. Girard and carried unanimously to approve the request to amend the Budget, as outlined above, and to refer same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

Mr. Hunsinger requested to fill a vacant Employment and Training Counselor position, Grade 9 (Annual Base Salary \$32,553), due to resignation. He noted this was a Civil Service position which he would hire for on a provisional basis, until a Civil Service test was offered.

Motion was made by Mr. Sokol, seconded by Mr. Vanselow and carried unanimously to fill the vacancy and refer same to the Personnel Committee for reporting purposes. *A copy of the Notice of Intent to Fill Vacant Position form is on file with the minutes.*

Next, Mr. Hunsinger presented a request for a new agreement with, Washington-Saratoga-Warren-Hamilton-Essex Board of Cooperative Educational Services (BOCES) for a total amount not to exceed \$14,500. He stated this was to provide educational program services for the Workforce Investment Act (WIA) youth employment program intended to prepare youth for the Test Assessing Secondary Completion (TASC) high school equivalency assessment.

Motion was made by Ms. Wood, seconded by Mr. Girard and carried unanimously to approve the request as presented and the necessary resolution was authorized for the September 18th Board meeting; *a copy of the resolution request form is on file with the minutes.*

Mr. Hunsinger presented a request to appoint Diane Wildey, Dean for Special Academic Services at SUNY Adirondack, to the Saratoga-Warren-Washington Counties Workforce Development Board, for a term commencing September 18, 2015 and terminating June 30, 2017.

Motion was made by Mr. Vanselow, seconded by Ms. Wood and carried unanimously to approve the request as presented and the necessary resolution was authorized for the September 18, 2015 Board meeting.

Finally, Mr. Hunsinger presented a request for himself and Sharon Sano, Senior Counselor for the Employment and Training Administration, to attend the 2015 NYATEP Fall Conference in Syracuse, NY on October 26-28, 2015.

Motion was made by Mr. Girard, seconded by Ms. Wood 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.*

As there was no further business to come before the Human Services Committee, on motion made by Mr. Girard and seconded by Ms. Wood, Mrs. Frasier adjourned the meeting at 9:38 a.m.

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