

**WARREN COUNTY BOARD OF SUPERVISORS**

**COMMITTEE: HEALTH, HUMAN & SOCIAL SERVICES**

**DATE: OCTOBER 24, 2016**

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**COMMITTEE MEMBERS PRESENT:**

SUPERVISORS: SOKOL  
SEEBER  
FRASIER  
VANSELOW  
MCDEVITT  
MACDONALD  
BRAYMER

**COMMITTEE MEMBERS ABSENT:**

SUPERVISORS: SIMPSON  
STROUGH

**OTHERS PRESENT:**

CHRIS HUNSINGER, DIRECTOR OF EMPLOYMENT & TRAINING  
ADMINISTRATION  
ROB YORK, DIRECTOR OFFICE OF COMMUNITY SERVICES  
DEANNA PARK, DIRECTOR OF OFFICE OF THE AGING  
REPRESENTING THE DEPARTMENT OF SOCIAL SERVICES  
MAUREEN SCHMIDT, COMMISSIONER  
CYNTHIA SCHROCK SEELEY, DEPUTY COMMISSIONER  
JULIE MONTERO, FISCAL MANAGER  
REPRESENTING THE DEPARTMENT OF PUBLIC HEALTH:  
PAT AUER, DIRECTOR OF PUBLIC HEALTH/PATIENT SERVICES  
VALERIE WHISENANT, ASSISTANT DIRECTOR OF HOME CARE  
DIVISION  
GINELLE JONES, ASSISTANT DIRECTOR OF PUBLIC HEALTH  
DIVISION  
TAMMIE DELORENZO, FISCAL & CLINICAL INFORMATICS  
TAWN DRISCOLL, FISCAL MANAGER  
DAN DURKEE, SENIOR HEALTH EDUCATOR, EMERGENCY  
PREPAREDNESS COORDINATOR/WELLNESS COMMITTEE  
KEVIN B. GERAGHTY, CHAIRMAN OF THE BOARD  
FRANK E. THOMAS, BUDGET OFFICER  
AMANDA ALLEN, CLERK OF THE BOARD  
MARY ELIZABETH KISSANE, ASSISTANT COUNTY ATTORNEY  
SUPERVISORS BROCK  
DICKINSON  
GIRARD  
LEGGETT  
MONTESI  
WOOD  
DON LEHMAN, *THE POST STAR*  
MOLLY GANOTES, LEGISLATIVE OFFICE SPECIALIST

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*Please note, the following contains a summarization of the October 24, 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 Services Committee to order at 9:04 a.m.

Motion was made by Mr. McDevitt, seconded by Ms. Braymer 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 Chris Hunsinger, Director of Employment & Training Administration, 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 a request to amend the County Budget to reflect the receipt of funds in the amount of \$20,823 to cover the cost of training for four dislocated workers through the Federal Trade Adjustment Act.

Motion was made by Ms. Braymer, seconded by Mr. MacDonald and carried unanimously to approve the request to amend the County Budget as outlined above and forward same to the Finance, Personnel & Higher Education Committee. *A copy of the request is on file with the minutes.*

Next, Mr. Hunsinger presented a request to appoint Tori Riley to the Saratoga-Warren-Washington Counties Workforce Development Board, for a term to commence November 18, 2016 and terminate June 30, 2018.

Motion was made by Mr. McDevitt, seconded by Mr. Vanselow and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the November 18, Board Meeting. *A copy of the resolution request form is on file with the minutes.*

Mr. Hunsinger introduced a request to host the Saratoga-Warren-Washington Workforce Development Board quarterly Board meeting on December 7, 2016, at a cost of \$400.00.

Motion was made by Mr. MacDonald, seconded by Ms. Braymer and carried unanimously to approve the request. *A copy of the request to Host Meeting or Convention form is on file with the minutes.*

Continuing, Mr. Hunsinger presented a request to apply for a grant with Adirondack Health Institute to provide reimbursement for health care related training costs in an amount not to exceed \$33,414, to commence December 1, 2016 and terminate March 31, 2017.

Motion was made by Ms. Braymer, seconded by Mr. MacDonald and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the November 18, Board Meeting. *A copy of the resolution request form is on file with the minutes.*

Concluding, Mr. Hunsinger informed there would be a Job Fair on Wednesday, November 9<sup>th</sup> from 10:00 a.m. until 1:00 p.m., sponsored by the Warren County Career Center, at 333 Glen Street, Glens Falls and he encouraged all to attend.

Privilege of the floor was extended to Robert York, Director, Office of Community Services, who distributed copies of the agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Mr. York presented a request to amend the County Budget in the amount of \$9,365, to accept State aid from the New York State Office of Mental Health for Cost of Living Adjustments (COLA) funds for various contract provider agencies.

Motion was made by Ms. Braymer, seconded by Mr. Vanselow and carried unanimously to approve the request to amend the County Budget as outlined above and forward same to the Finance, Personnel & Higher Education Committee. *A copy of the request is on file with the minutes.*

Finally, Mr. York presented a request amend the Table of Organization and Salary Schedule to create a new temporary position of Office Specialist #2, Base Salary \$30,959, Grade 7, effective December 5, 2016. He explained the position would be used temporarily for training purposes and he noted funds were available within the existing budget to cover the cost of the position.

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

Supervisors Seeber and Frasier enter the meeting at 9:13 a.m.

Privilege of the floor was extended to Deanna Park, 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.*

Ms. Park presented her agenda item which was a request to extend the agreement with Hamilton County to provide HEAP outreach and certification services to low-income residence of Hamilton County, at a cost not to exceed \$10.00/ application fee.

Motion was made by Ms. Seeber, seconded by Mr. McDevitt and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the November 18, Board Meeting. *A copy of the resolution request form is on file with the minutes.*

Privilege of the floor was extended to Maureen Schmidt, Commissioner, Department of Social Services, (DSS) 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. Schmidt presented a request to fill vacant position of Assistant Social Services Attorney, Base Salary \$63,000-\$68,000, effective November 30<sup>th</sup>, due to resignation.

A discussion ensued, following which a motion was made by Mr. McDevitt, seconded by Mrs. Frasier and carried unanimously to approve the request and refer same to the 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.*

Continuing, Ms. Schmidt presented a request to amend the County Budget in the amount of \$5,900 to increase the Youth Bureau budget due to an increase in the State funding allocation.

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

Next, Ms. Schmidt introduced the following requests to attend meetings or conventions:

1. Joanna Brierton to attend the Group Preparation & Selection/Model Approach Partnerships in Parenting (GPS II/MAPP) Training, November 1-4 and 14-18, 2016, in Albany, New York.
2. Penny Barlow to attend the Domestic Violence Liaison Training, November 15-17, 2016, in Albany, New York.

Motion was made by Ms. Seeber, seconded by Mrs. Frasier and carried unanimously to approve both travel requests as presented. *Copies of the Authorization to Attend meeting or Convention forms are on file with the minutes.*

Concluding the agenda review, Ms. Schmidt spoke regarding compensation for the Senior Aid staff at Countryside Adult Home who had taken on additional responsibilities since the Director position was vacated. She stated the staff should be compensated for the extra work they had taken on. A brief discussion ensued, following which it was decided to table the matter until next month.

Privilege of the floor was extended to Julie Montero, Fiscal Manager for the DSS, who reviewed the Revenue and Expenditure Reports. She indicated overtime use had increased due to the absence of two employees in the Temporary Assistance Unit, but noted new case workers were being trained. She advised expenditures for the third quarter were on target and revenue was being received.

Privilege of the floor was extended to Dan Durkee Senior Health Educator, Emergency Preparedness Coordinator, who presented a request on behalf of the Wellness Committee for a new contract with Field Goods to provide produce to Warren County employees through a Farm to Desk program, at no cost to the County, for a term to commence January 1, 2017 and terminate December 31, 2017, with the option to renew for an additional three years.

Motion was made by Ms. Braymer, seconded by Ms. Seeber and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the November 18, Board Meeting. *A copy of the resolution request form is on file with the minutes.*

Privilege of the floor was extended to Pat Auer, Director of Public Health/Patient Services, 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. Auer introduced a request to authorize a Memorandum of Understanding (MOU) with RSVP of Warren and Washington Counties, a volunteer program sponsored by Tri County United Way, to allow Warren County Health Services and other Departments to become community partners, in a form approved by the County Attorney.

Motion was made by Ms. Seeber, seconded by Mr. Vanselow and carried unanimously to approve the request as outlined above *and the necessary resolution was authorized for the November 18, Board Meeting. A copy of the resolution request form is on file with the minutes.*

Next, Ms. Auer presented a request to authorize the Director of Public Health/Patient Services to enter into agreements with various vendors or contractors provided that they are in an amount not to exceed \$5,000 per fiscal year.

Motion was made by Ms. Seeber, seconded by Mr. MacDonald and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the November 18, Board Meeting. *A copy of the resolution request form is on file with the minutes.*

Continuing, Ms. Auer presented a request to authorize the acceptance of grant funds from Adirondack Rural Health Network/Adirondack Health Institute in the amount of \$2,500 to plan and carry out a Neonatal Abstinence Syndrome Program.

Motion was made by Mr. McDevitt, seconded by Mrs. Frasier and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the November 18, Board Meeting. *A copy of the resolution request form is on file with the minutes.*

Ms. Auer then presented a request to amend the County Budget in the amount of \$2,500, to adjust the Family Health Program to reflect funds provided by the Adirondack Rural Health Network/Adirondack Health Institute to support the Neonatal Abstinence Syndrome Program.

Motion was made by Ms. Braymer, seconded by Mr. MacDonald and carried unanimously to approve the request to amend the County Budget as outlined above and forward same to the Finance, Personnel & Higher Education Committee. *A copy of the request is on file with the minutes.*

Privilege of the floor was extended to Tawn Driscoll, Fiscal Manager, Department of Public Health, who provided an update on the monthly financials.

Following, Ms. Driscoll presented a request for transfer of funds between various Budget Codes totaling \$15,987, to cover salary and periderm shortages through the end of 2016.

Motion was made by Mr. MacDonald, seconded by Mrs. Frasier and carried unanimously to approve the request for a transfer of funds as outlined above and to forward same to the Finance, Personnel & Higher Education Committee. *A copy of the Request for Transfer of Funds form is on file with the minutes.*

Continuing, Ms. Auer presented a request for a new contract with Annatashia Abrantes for occupational services for a term to commence November 21, 2016 and terminate upon 30 day written notice by either party.

Motion was made by Mr. McDevitt, seconded by Mr. Vanselow and carried unanimously to approve the request as outlined above and the necessary resolution was authorized for the November 18, Board Meeting. *A copy of the resolution request form is on file with the minutes.*

Ms. Auer introduced a request to authorize Tammie DeLorenzo, Fiscal and Clinic Informatics Coordinator, to attend the Home Care Association Quality and Technology Symposium in Saratoga Springs, New York, November 16-17, 2016.

Motion was made by Mrs. Frasier, seconded by Mr. McDevitt and carried unanimously to approve the travel request. *A copy of the Authorization to Attend meeting or Convention is on file with the minutes.*

The remaining informational attachments included in the packet were reviewed briefly.

There being no further business to come before the Health Human & Social Services Committee, on motion made by Mr. McDevitt and seconded by Ms. Braymer, Mr. Sokol adjourned the meeting at 9:57 a.m.

Respectfully submitted,  
Molly Ganotes, Legislative Office Special