

WARREN COUNTY BOARD OF SUPERVISORS

COMMITTEE: HEALTH, HUMAN AND SOCIAL SERVICES

DATE: AUGUST 26, 2019

COMMITTEE MEMBERS PRESENT:

SUPERVISORS FRASIER
MCDEVITT
BRAYMER
LEGGETT
LOEB
DRISCOLL
HYDE
MAGOWAN

OTHERS PRESENT:

DEANNA PARK, DIRECTOR, OFFICE FOR THE AGING
AMY McBYRNE, DIRECTOR, COUNTRYSIDE ADULT HOME
REPRESENTING THE DEPARTMENT OF VETERANS' SERVICES
DENISE DIRESTA, DIRECTOR
VANESSA TAYLOR, PEER-TO-PEER PROGRAM COORDINATOR
REPRESENTING THE DEPARTMENT OF SOCIAL SERVICES:
CHRISTIAN HANCHETT, COMMISSIONER
CHRISTINA MASTRIANNI, DEPUTY COMMISSIONER
JULIE MONTERO, FISCAL MANAGER
CHRIS HUNSINGER, DIRECTOR, EMPLOYMENT & TRAINING ADMINISTRATION
REPRESENTING THE DEPARTMENT OF PUBLIC HEALTH:
GINELLE JONES, DIRECTOR, PUBLIC HEALTH/PATIENT SERVICES
PAT BELDEN, ASSISTANT DIRECTOR, PUBLIC HEALTH DIVISION
VALERIE WHISENANT, ASSISTANT DIRECTOR, PATIENT SERVICES
TAWN DRISCOLL, FISCAL MANAGER
RONALD F. CONOVER, CHAIRMAN OF THE BOARD
RYAN MOORE, COUNTY ADMINISTRATOR
MARY ELIZABETH KISSANE, COUNTY ATTORNEY
AMANDA ALLEN, CLERK OF THE BOARD
FRANK THOMAS, BUDGET OFFICER
SUPERVISORS GERAGHTY
WILD
TAMMIE DELORENZO, ASSISTANT TO THE COUNTY ADMINISTRATOR
LESLIE LOVELACE, SECRETARY TO THE CLERK OF THE BOARD

COMMITTEE MEMBER ABSENT:

SUPERVISOR SOKOL

Please note, the following contains a summarization of the August 26, 2019 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/2019/health>

Mrs. Frasier called the meeting of the Health, Human & Social Services Committee to order at 9:00 a.m.

Motion was made by Mr. McDevitt, seconded by Mr. Driscoll and carried by majority vote, with Mr. Magowan abstaining, to approve the minutes of the previous Health Services Committee meeting, subject to correction by the Clerk of the Board.

Privilege of the floor was extended to Deanna Park, *Director, Office for the Aging (OFA)*, who distributed copies of the OFA agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Commencing her agenda review, Ms. Park presented the following requests:

- 1) To amend the Table of Organization and Salary Schedule to create the position of Aging Services Assistant-Temp, *Grade 4, Base Annual Salary \$29,333, pro-rated to not exceed 1,040 hours per year, effective October 1st through March 31st each year, for the purpose of assisting with HEAP applications.*

Motion was made by Mr. Loeb, seconded by Mr. Magowan and carried unanimously to approve the request and forward same to the Personnel & Higher Education Committee. *A copy of the resolution request form is on file with the minutes.*

- 2) To fill the new position of Aging Services Assistant - Temp.

Motion was made by Mr. Magowan, seconded by Mr. Driscoll and carried unanimously to approve the request and forward same to the 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 to the Information for Discussion portion of the agenda, Ms. Park extended an invitation to the upcoming Senior Picnic which would be held on September 11th at 10:30 a.m. at the Warren County Fish Hatchery; she noted tickets could be purchased through her office for \$5 each.

There being no further OFA business to discuss, privilege of the floor was extended to Amy McByrne, *Director, Countryside Adult Home*, who distributed copies of her agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Commencing her agenda review, Ms. McByrne presented the following requests:

- 1) To fill the vacant position of Senior Aide #2, *Grade 7, Base Annual Salary \$33,600*, due to promotion effective November 1st.

Motion was made by Mr. Magowan, seconded by Mr. Leggett and carried unanimously to approve the request and forward same to the 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.*

- 2) To amend Resolution No. 263 of 2019 to include prevailing wages inadvertently left out (*\$123 per man for the hours of 8 a.m. to 4 p.m. Monday through Friday and \$184 per man hour on weekends and holidays for technical service provided by the Mahoney Alarms Service Agreement*).

Motion was made by Mr. Driscoll, seconded by Mr. Loeb and carried unanimously to approve the request and the necessary resolution was authorized for the September 20th Board meeting. *A copy of the resolution request form is on file with the minutes. Please note: subsequent to the meeting it was determined this was not the action that needed to be taken; the County Attorney presented an alternate request at the August 29, 2019 Finance Committee meeting to address the matter.*

- 3) To amend Resolution No. 451 of 2018 to temporarily increase the hours of the Food Service Helper PT #4 to 40 per week, to cover the six-week leave of absence another employee.

Motion was made by Mr. Loeb, seconded by Mr. Magowan and carried unanimously to approve the request and forward same to the Personnel & Higher Education Committee. *A copy of the resolution request form is on file with the minutes.*

Ms. McByrne proceeded to review the Census and Overtime Reports, copies of which are on file with the minutes.

There being no further Countryside Adult Home business to discuss, privilege of the floor was extended to Denise DiResta, *Director, Veterans' Services*, who distributed copies of the Veterans' Services agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Commencing her agenda review, Ms. DiResta addressed her first business item, which was to introduce Vanessa Taylor, who was recently hired as the Peer-to Peer Program Coordinator. The Committee welcomed Ms. Taylor with a round of applause.

Continuing, Ms. DiResta presented the following requests:

- 2) To authorize a Facebook social media account for the Peer-to-Peer program which will be maintained by the Program Coordinator with oversight by the Veterans' Services Director.

Motion was made by Ms. Braymer, seconded by Mr. Loeb and carried unanimously to approve the request and the necessary resolution was authorized for the September 20th Board meeting. *A copy of the resolution request form is on file with the minutes. Please note: Subsequent to the meeting the County Attorney advised a resolution was not necessary for this action as long as Committee consensus was achieved.*

- 3) To authorize a new six-month contract with Lamar in an amount not to exceed \$15,900 for billboard advertising of the Veterans' Services Peer-to-Peer program in Warren and Washington Counties.

A lengthy discussion ensued in regards to the request, as well as the purpose of the program, as well as authorizing more administrative freedom to make advertising and marketing decisions without the need for Committee approval in an effort for the program to proceed more quickly.

Motion was made by Mr. Loeb, seconded by Mr. Driscoll and carried unanimously to approve the request and the necessary resolution was authorized for the September 20th Board meeting. *A copy of the resolution request form is on file with the minutes.*

Motion was made by Ms. Braymer, seconded by Mr. Magowan and carried unanimously to authorize the Director of Veterans' Services to expend Peer-to-Peer program grant funds, up to a total of \$20,000, with oversight by the County Administrator and the Chair of the Health, Human & Social Services Committee, and without seeking Committee approval, and the necessary resolution was authorized for the September 20th Board meeting.

- 4) To amend the County Budget in the amount of \$15,900 to reflect receipt of grant funding to cover the cost of purchasing billboard advertisements.

Motion was made by Ms. Braymer, seconded by Mr. Magowan and carried unanimously to approve the request and forward same to the Finance Committee. *A copy of the resolution request form is on file with the minutes.*

- 5) To amend the County Credit Card Policy to authorize an additional credit card in the name of the Director of Veterans' Services with a monthly limit of \$500 to pay for incidental expenses associated with the Peer-to-Peer program.

Motion was made by Mr. Magowan, seconded by Mr. Loeb and carried unanimously to approve the request and the necessary resolution was authorized for the September 20th Board meeting. *A copy of the resolution request form is on file with the minutes.*

Ms. DiResta then proceeded to list some new programs she hoped to initiate, one of which was a Peer Mentor/Driver program with mileage reimbursement to the driver. Chairman Conover suggested Ms. DiResta and Ms. Taylor consult with Ryan Moore, *County Administrator*, Mary Elizabeth Kissane, *County Attorney*, and Julie Butler, *Purchasing Agent*, to discuss any potential contractual and legal requirements for the program. Mr. Moore interjected that Saratoga County had established a pilot program of this nature and he could contact them to see what issues they had encountered.

There being no further Veterans' Services business to discuss, privilege of the floor was extended to Christian Hanchett, *Director, Department of Social Services (DSS)*, who distributed copies of the DSS agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Before commencing his agenda review, Mr. Hanchett, apprised Christina Mastrianni, *Deputy Commissioner*, and Chris Hunsinger, *Director, Employment & Training (ETA)* were in attendance to help present his last request.

Commencing his agenda review, Mr. Hanchett presented the following requests:

- 1) To fill the vacant position of Social Welfare Examiner #40, *Grade 8, Base Annual Salary \$34,988*, due to promotion and to fill the vacant position of Social Welfare Examiner #38, *Grade 8, Base Annual Salary \$34,998*.

Motion was made by Mr. Driscoll, seconded by Mr. Magowan and carried unanimously to approve the requests as outlined above and forward same to the Personnel & Higher Education Committee for reporting purposes. *Copies of the Notice of Intent to Fill Vacant Position forms are on file with the minutes.*

- 2) To authorize submission of application to the New York State Office of Children & Family Services Resource Allocation Plan for Youth Program Funds and a continuation of agreements with the Towns and Municipalities within the County to reimburse a portion of the costs for the recreational programs and services for 2019, as outlined in the attachment provided in the agenda packet.

Motion was made by Mr. Leggett, seconded by Mr. Driscoll and carried unanimously to approve the request and the necessary resolution was authorized for the September 20th Board meeting. *A copy of the resolution request form is on file with the minutes.*

- 3) To authorize renewal of the contract with the Council for Prevention for the Youth Court Program 2019 for a term commencing January 1, 2019 and terminating December 31, 2019 in an amount not to exceed \$69,000.

Motion was made by Mr. Magowan, seconded by Mr. Loeb and carried unanimously to approve the request and the necessary resolution was authorized for the September 20th Board meeting. *A copy of the resolution request form is on file with the minutes.*

- 4) To authorize the Department of Social Services to enter into a Memorandum of Understanding with the Employment & Training Administration for Temporary Assistance and SNAP units to provide employment referrals for a term commencing January 1, 2020 and terminating December 31, 2020 in an amount not to exceed \$98,123.30.

Mr. Hunsinger stated the Employment & Training Administration and Department of Social Services had been working collaboratively and he was informed by a manager from the New York State Department of Labor that Rensselaer and Schenectady Counties had a similar collaboration; he indicated that he and Ms. Mastrianni had visited these counties to learn more about their programs. Ms. Mastrianni apprised they were working on a diversion approach and were utilizing the resources in the community. She added due to the program being so new there were no numbers to report back on. Mr. Moore inquired what funds would be used for the program and Mr. Hunsinger stated it would be reimbursed by federal funding. A lengthy discussion ensued in regards to the structure of the program and metrics.

Motion was made by Mr. Driscoll, seconded by Mr. Magowan and carried unanimously to approve the request and the necessary resolution was authorized for the September 20th Board meeting. *A copy of the resolution request form is on file with the minutes.*

Mr. Hanchett apprised he had included a copy of his report on his activities for the previous month.

Ms. Braymer asked if there was an update on future changes to the SNAP program and Mr. Hanchett replied he had not been informed of changes taking place but he would be attending a Commissioners meeting which included discussion on how Counties were addressing the issue following which he planned on drafting a letter to be used by anyone to oppose any changes.

Privilege of the floor was extended to Julie Montero, *Fiscal Manager*, who apprised they were trying to keep overtime low. She said she expected revenue to pick up towards the end of the year and she had no concerns.

There being no further DSS business to discuss, privilege of the floor was extended to Ginelle Jones, who distributed copies of the Health Services agenda to the Committee members; *a copy of the agenda is on file with the minutes.*

Commencing her agenda review, Ms. Jones presented the following requests:

- 1) To authorize a new contract with Greg Morris, *NYS Licensed Physical Therapist*, to provide physical therapy services for homecare and preschool programs at the established current rates including automatic renewal, unless termination is requested by either party with thirty days written notice, effective September 20, 2019.

Motion was made by Mr. Magowan, seconded by Mr. Driscoll and carried unanimously to approve the request and the necessary resolution was authorized for the September 20th Board meeting. *A copy of the resolution request form is on file with the minutes.*

- 2) To authorize a new contract with Jennifer Wood, *NYS Licensed Occupational Therapist*, to provide occupational therapy services for homecare and preschool programs at the established current rates including automatic renewal, unless termination is requested by either party with thirty days written notice, effective September 20, 2019.

Motion was made by Mr. Magowan, seconded by Mr. McDevitt and carried unanimously to approve the request and the necessary resolution was authorized for the September 20th Board meeting. *A copy of the resolution request is on file with the minutes.*

- 3) To authorize a new contract with Jamie Martin, *Registered Dietician*, to provide nutritionist services for patients at the established current rates and including automatic renewal, unless termination is requested by either party with thirty days written notice, effective September 20, 2019.

Motion was made by Mr. Magowan, seconded by Mr. Driscoll and carried unanimously to approve the request and the necessary resolution was authorized for the September 20th Board meeting. *A copy of the resolution request is on file with the minutes.*

- 4) To fill the vacant position of Registered Professional Nurse #11, *Grade 19, Annual Base Salary \$47,523*, due to resignation.

Motion was made by Mr. McDevitt, seconded by Mr. Loeb and carried unanimously to approve the request and forward same to the 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.*

A review of the Information for Discussion/Review portion of the agenda proceeded as follows:

Report of Expenditures, Revenues, Overtime and Per Diem Use for 2019 - Tawn Driscoll, *Fiscal Manager*, reviewed the Revenue and Expenditure Report for 2019 in Attachment #1. She stated the month of June had been closed for CHHA and the MCH programs which added \$246,294.96 to revenues. She apprised the WIC grant & BT grant had added \$43,065.89 to the revenues. She noted payroll was still below last years numbers.

Revenue and Expense Comparison Report for 2018 vs 2019 - Ms. Driscoll reviewed the Revenue and Expense Comparison Report for 2018 vs 2019 in Attachment #2. She noted contractual expenses

were down due to waiting on vouchers for the preschool program. She apprised employee benefits were down, but June and July were not posted at the time the report was run. She added that revenues were slightly up.

Status of Referrals - Valerie Whisenant, *Assistant Director of Patient Services*, reviewed the referrals, included as Attachment #3. She informed last month was better, but June was equal to March and April. She stated the hospital census and rehabilitation census was down. She added more referrals were being received from the Albany area.

A lengthy discussion ensued in regards to the purpose of the referral report, as well as how the hospital observation status compared to admissions effects the referral status and that the referral status did not reflect in any way the nurse caseload.

Emergency Response and Preparedness - Ms. Jones advised Attachment #4 in the agenda packet included a review of the Emergency Response and Preparedness Activities for the month.

Rabies Program Report: Ms. Jones advised Attachment #5 outlined the July 2019 rabies report.

Meetings: Ms. Jones reported J'nelle Oxford would be attending Home Care Association: Know the Drill; Successful Emergency Planning, Preparedness and Compliance Strategies for Home Care and Hospice in Troy, New York, Christie McAvey would be attending Certified Oasis-D Quality Specialist Bundle online and Board Certified Home Health Coder online; copies of the travel authorization forms are on file with the minutes.

Staffing Update - Ms. Jones noted one nurse was out on extended leave and two nurses were on intermittent leave. She stated there were currently three vacant nurse positions, as well as per-diem positions available.

Quality Senior Care Coalition: Ms. Jones informed there was a second meeting held in August hosted by the Glens Falls Center. She stated the coalition has twenty-three members and brochures had been formalized. She noted each town office would be a distribution site for the brochures.

Vaping and E-Cigarette Community Forum: Ms. Jones apprised on September 19th there would be a community forum at the Lake George Elementary School at 6:00 p.m.

Mr. Moore apprised in regards to the mental health issue at Glens Falls Hospital, he had spoken to Rob York, *Director, Office of Community Services*, who indicated he was confident patients would effectively transition over seamlessly without interruption in care. He said Mr. York was in the process of working out the details with staff and would be prepared to give an update at next month's meeting.

There being no further business to come before the Health, Human & Social Services Committee, on motion made by Mr. Magowan and seconded by Mr. Leggett, Mrs. Frasier adjourned the meeting at 10:46 a.m.

Respectfully submitted,
Leslie Lovelace, Secretary to the Clerk of the Board