

HUMAN SERVICES COMMITTEE
January 16, 2008
CORRECTED MINUTES

**** NOT APPROVED ****

Committee Members Present:

R. Truax, K. Kruger, W. Dibble, D. Burdick, B. Reynolds

Others Present:

K. Toot, P. Schmelzer, L. Ballengee, T. Hull, T. Moore, C. Crandall, J. Margeson, D. Fanton

Approval of Minutes

The minutes of December 21, 2007 were approved with motions from Legislators Kruger and Burdick. Motions carried.

Social Services

The Department's monthly report was presented for committee information.

Funding for Senior Caseworker positions will end in March. Commissioner Schmelzer asked the committee what information she should bring back for their decision on whether the positions will be retained. They would like to see what funding there will be.

It was asked if the committee would like to have the twelve supervisors in the department come to this meeting and report on the operations of their division. Everyone was in favor of this, noting that the presentations should only last approximately five minutes.

Executive Session

Legislators Reynolds and Kruger moved to hold executive session to discuss a complaint received by Legislator Kruger. Motions carried.

Motions to resume regular business were made.

Office for the Aging

Ms. Toot reported to the committee that Dan Washburn is resigning his position of Coordinator of Services, Aging to further his education. Approval to fill the position was requested. Legislator Kruger moved on the request, with Legislator Reynolds seconding. Motions carried. **Ways and Means**

The Aging Services Specialist position will be filled from within, therefore, creating an opening in the position of Aging Services Technician. She also requests approval to fill this position. Legislators Reynolds and Kruger moved on the request. Motions carried. **Ways and Means**

The Whitesville Luncheon Center Manager has resigned. A request to fill this position was made. Legislator Dibble moved on the request, with Legislator Kruger seconding. Motions carried.

Ways and Means

Committee members were reminded of two upcoming events; Legislative Luncheon on February 29, 2008; and the Senior Forum on April 18th.

The committee received the department's monthly report.

Health Department

The committee was given a report that showed the number of visits per day for the week of January 7 – 11 by the nursing staff.

The Health Department requests permission to contract with the New York State Department of Health to provide Adolescent Tobacco Enforcement and Prevention (ATUPA) services. The grant money totals \$31,607 and is to be used to enforce the Clean Indoor Air Law (by complaint only); perform compliance checks where retail tobacco products are sold; and education. There was considerable discussion on the processes the Health Department has in place to enforce the clean indoor law. After assurance was received of this process, Legislator Reynolds moved to accept the grant. Legislator Dibble seconded and motions carried. Legislator Truax was opposed and Legislator Kruger went on record to support as long as no "sting" operation occurred; and investigation of smoking violations be done only upon receiving a complaint. The legislature would like to see smoking cessation offered and presentations be held to education children. **Ways and Means**

Other Business

The Chairman of the Board has appointed Douglas Burdick as a member of the Citizens Advisory Council to the Office for the Aging. This committee approved this appointment with motions from Legislator Reynolds and Kruger. Motions carried. **Resolution**

Also appointed to the Citizens Advisory Council to the Office for the Aging is David Pullen for a three year term. This committee approved the appointment with motions from Legislator Burdick and Kruger. Motions carried. **Resolution**

Adjournment

There being no further business, the meeting was adjourned at 5:15 pm.

Respectfully submitted,
Teresa Claypool

HUMAN SERVICES COMMITTEE
February 25, 2008

**** NOT APPROVED ****

Committee Members Present:

R. Truax, K. Kruger, W. Dibble, d. Burdick, B. Reynolds, D. Russo

Others Present:

K. Toot, P. Schmelzer, L. Ballengee, T. Hull, C. Crandall, J. Margeson, N. Ungerman, D. Pullen
T. Hopkins

Approval of Minutes

The minutes of January 16, 2008 were approved with motions from Legislators Russo and Kruger. Motions carried.

Office for the Aging

Ms. Toot distributed the department's monthly report for committee information. It was noted that one half of the population served are frail, disabled, or lives alone, and one third are over 85.

There has been a new program introduced called the "Economic Stimulus Payment Program". The only way an individual can apply for this payment is if an income tax return is filed. Most of the clientele are no longer required to file income tax. Therefore, the agency is receiving a lot of calls, and providing assistance in completing income taxes for these people to enable them to receive this stimulus payment.

Ms. Toot explained to this committee the impact of the sale of the County's Home Care Agencies to the Office for the Aging. At this time there are only two Certified Home Health Agencies in Allegany County, the ACDOH and the VNA. The VNA has its own licensed agency where home health aides, and personal care services are provided for the VNA CHHA patients. They only keep on staff enough aides to cover their own clientele. The Department of Health contracts with Southern Tier, Jan & Bev's , and Home & Hospice for these paraprofessional services. The Office for the Aging also uses these same licensed agencies. If a CHHA with its own Licensed Agency purchases the Home Care Agency they will bring with them their own people; if they do not have enough on staff they may hire individuals (these individuals would probably come from the licensed agencies within the County); if our licensed agencies do not get business.....? If a CHHA that does not have its own Licensed agency purchased the County agency, they would then contract with our local Licensed agencies for these paraprofessional services.

It was noted that "outreach" on the monthly report show "0". It was explained that Dan Washburn, who has left his position, was in charge of reaching out to those individuals who have lost spouses to let them know what services are available to them. Once the position is filled you should see the numbers increase.

Social Services

This agency's monthly report was presented noting that the number of children in foster care is down. There are nine (9) children who have been placed with relatives. The rest of the children are in foster care. Next month this will be broken down on the monthly report.

A program entitled "Working Families Food Stamp Initiative" has been introduced. It is a Federal Program with no local share. The Department will be visiting the WIC clinic sites. It is a \$25,000 grant. From this money the department has purchased some computers. It also will pay for overtime of workers who go out after regular hours to find individuals who qualify for the program.

The HEAP Program has received an additional allocation of monies.

The Governor has proposed that; 1) none of non-secure detention costs will be covered by the State; 2) a 2% increase for program cost for public assistance. The 2% increase was discussed further by this committee. It is also being discussed by NYSAC. It is felt that a resolution needs to be prepared opposing this 2% shift to the Counties; and if the county is to incur additional costs then they should have more input in the spending and services. A **resolution** will be prepared by the County Attorney.

Litigation has been taking place regarding pharmacies inflating costs of drugs paid through Medicaid. It appears that Allegany County will be receiving approximately \$22,000 from this litigation.

Steve Rennie of the Child Protective Services Unit spoke to the committee. A map of Allegany County showing the areas that each worker covers, a list of definitions; and a workflow reporting and assessment chart were provided. There were 764 calls and nine workers in 2007. Investigations can take two days or they could take sixty days or more. The State is encouraging a child advocacy center in every region. Olean General Hospital is set up as an advocacy center. It is working well. One of the things that make a place like this worthwhile is that anyone who investigates, DSS, police agencies, etc can all be there. The children do not have to repeat their experience over and over again. It can be heard by all at one interview.

Commissioner Schmelzer presented a Memorandum of Explanation requesting that two Sr. Caseworker position in the Child Protective Unit be continued. These positions were created in May 2007 and were funded by the NYS Office of Children and Family Services until 3/31/08. The funding is included in the 2008 budget with a 25% local share. Legislator Kruger asked that this request be tabled until next month. All were in favor.

Health Department

Ms. Ballengee requested committee approval to continue an agreement with Cattaraugus County to provide Elevated Blood Lead Investigation Services. Legislators Kruger and Dibble moved on the request. The motions carried. **RESOLUTION**

A resolution was requested for approval of an agreement with Cattaraugus-Allegany BOCES for Approved Providers of Programs, SIET and/or Evaluations for Preschoolers with Disabilities Contract.

Legislators Kruger and Reynolds made the appropriate motions. These motions carried. **RESOLUTION**

Ms. Ballengee reported that last week's visits/day totaled 3.28 with only 11 hours of over - time.

It is also requested to abolish two positions of Alternate Work Week in the nursing division. The remaining nurses are each carrying a caseload. It was stated that these

positions did not save money or time. Legislators Reynolds and Russo moved on this request, with Legislator Kruger opposing. The motions carried.

A request was made to fill a Monday through Friday Public Health Nurse position. The individual taking the position was one of the AWW nurses. Legislators Reynolds and Russo made the appropriate motions. Motions carried. **Ways and Means**

Other Business

The Monroe County Medical Examiner Office requests a three year contract with the following payments each year; 2008=\$26355; 2009=\$27014; and 2010=\$27689. This Office provides autopsies when necessary for deaths that occur in Allegany County. They will provide up to 60/year at the above costs. If it should go over 60, which it never has, the charge is \$1500/autopsy. Legislator Kruger moved on the request, with Legislator Dibble seconding. Motions carried. **Resolution /Ways and Means**

Executive Session

Legislator Reynolds moved to hold executive session to discuss the employment history of a particular individual in the Health Department. Legislator Dibble seconded. Motions carried.

Respectfully submitted,
Teresa Claypool

HUMAN SERVICES COMMITTEE
March 19, 2008

**** NOT APPROVED ****

Committee Members Present

R. Truax, K. Kruger, W. Dibble, D. Burdick, B. Reynolds

Others Present

P. Schmelzer, D. Hubblewaight, L. Ballengee, T. Hull, E. Ruckle, D. Fanton, T. Hopkins, J. Margeson

Approval of Minutes

The minutes of February 25, 2007 were approved with motions from Legislators Dibble and Kruger. Motions carried.

Office for the Aging

This office requests a resolution to transfer funds totaling \$4000.00 from a .1 account to a .4 account relative to NY Connects. Legislator Kruger moved on the request, with Legislator Dibble seconding. Motion carried. **Ways and Means/ Resolution**

Social Services

Dawn Hebblethwaite from the Temporary Assistance division described this division and the responsibilities she holds.

The Department's monthly report was presented. It was also reported that the department was under budget for 2007 due to unanticipated increases in their revenue sources.

A request to continue two Sr. Caseworker position in the Child Protective Unit was again presented. These positions are funded by the NYS Office of Children and Family Services through 3/31/08. There is a **possibility** that there will be money to continue the funding at a later date. This Unit continues to have an increase in Hotline Reports. Legislator Kruger requested approval to abstain in this decision. Legislators Reynolds and Burdick moved on his request and also made motions to continue these positions. Motions carried. **Ways and Means**

The Department also requests permission to fill a Senior Social Welfare Examiner position and any vacancies that occur as a result of filling this position. The position is being vacated due to a retirement. The costs for this position are met under the county Medicaid cap. Legislators Reynolds and Burdick made the appropriate motions approving this request. The motions carried with Legislator Kruger opposing. **Ways and Means**

Health Department

The Department is applying for a Licensed Home Care Services Agency operating certificate. This is needed to continue doing home visits for things such as Well Baby visits. Legislators Kruger and Reynolds moved to continue the application process and to prepare a memorandum of explanation for resolution to the full board of legislators. Motions carried. This request will also be presented to the Board of Health for approval.

Brief discussion took place regarding the Tobacco Grant. It was the department's original intent to hire a Coordinator through Cornell Cooperative Extension, but the department

has learned that Cornell has reached their quota and cannot provide anyone. Committee members stated that they had thought that the monies could be used to offset someone's salary who already is employed in the Department. Ms. Ballengee agreed and will be looking into this further.

Executive Session

Ms. Ballengee requested an executive session to discuss the employment history of a particular individual in the Health Department. Legislators Reynolds and Burdick moved on the request. Motion carried.

Respectfully submitted,
Teresa Claypool

HUMAN SERVICES
April 16, 2008

**** NOT APPROVED ****

Committee Members Present

K. Kruger, W. Dibble, D. Burdick, B. Reynolds, D. Russo

Others Present

V. Fegley , J. Kaiser, T. Hull, L. Hennessy, K. Toot

Approval of Minutes

The minutes of March 19, 2008 were approved with motions from Legislators Kruger and Reynolds. Motions carried.

Office for the Aging

This agency requests a resolution for the following transfer A6784.402 to A6784.806 totaling \$576.00. Legislator Kruger moved on the request, with Legislator Reynolds seconding. Motions carried.

Ways and Means

It was also requested to allow for the filling of the Alfred Luncheon Site Manager position. Legislators Reynolds and Burdick moved on the request. Motions carried. ***Ways and Means***

A request was made to fill a Meals-on- wheels Driver position for the northwest part of the County. Legislators Reynolds and Burdick moved on this request. Motions carried. ***Ways and Means***

The "Public Hearing" for OFA clients will be held on Friday, from 9-10 at Genesee Valley Central School.

Social Services

Jeanette Kaiser was present to explain her position with the Department. She works with the Safety Net and Public Assistance people. She is also involved in childcare subsidy to help people continue to work and help pay for childcare; childcare support, and SSI disability.

The Department requested permission to fill a Registered Professional Nurse position that will be vacant due to a resignation. This position is responsible for the nursing assessment for the Personal Care Program, Care at Home Program, Private Duty Nursing Program, Consumer Directed Program and the Health Module for DSS foster children. Legislator Reynolds moved on the request to fill, with Legislator Burdick seconding. Motions carried with Legislator Kruger voting no. ***Ways and Means***

Executive Session

Legislators Reynolds and Russo moved to hold executive session to discuss personnel issues. Motion carried.

Motions to resume regular business were made and carried.

Legislator Reynolds moved to refer the hiring of an Accountant in Social Services at Grade 7, Step 5 to the Personnel Committee. Legislator Burdick seconded. Motions carried with Legislator Kruger voting no. ***Personnel***

Health Department

The Department requests permission to accept additional funding the amount of \$56,865 for the Family Planning/Reproductive Health Program. The amendment is necessary to reflect the actual appropriation and revenue amounts as per the approved contract with NYS DOH. Legislator Kruger moved on the request, with Legislator Reynolds seconding. Motions carried.

Ways and Means

Adjournment

There being no further business to come before this committee, the meeting was adjourned at 5:15 pm.

Respectfully submitted,
Teresa Claypool

**HUMAN SERVICES/PERSONNEL COMMITTEE
SPECIAL MEETING
APRIL 28, 2008**

**** NOT APPROVED ****

Present: R. Truax, Wm. Dibble, K. Kruger, Wm. Hall, D. Burdick, D. Fanton, D. Pullen, D. Russo, N. Ungermann, C. Crandall

Others: T. Hopkins, J. Margeson, B. Rigby Riehle, P. Schmelzer, Wm. Tompkins

Meeting was called to order by Chairman R. Truax at 3:04.

A motion was made by Wm. Dibble, seconded by D. Fanton and carried to go into executive session to discuss the employment history of a particular person at 3:04.

A motion was made by Wm. Hall, seconded by Wm. Dibble and carried to go out of executive session at 3:05.

A motion was made by Wm. Hall, seconded by D. Burdick and carried to approve the hiring of an Accountant in the Department of Social Services at Grade 7, Step 5.
Opposed: K. Kruger, N. Ungermann

REFERRED TO WAYS AND MEANS

A motion was made by Wm. Dibble, seconded by D. Fanton and carried to go into executive session to discuss the employment history of a particular corporation at 3:07.

A motion was made by Wm. Hall, seconded by Wm. Dibble and carried to go out of executive session at 3:16.

Meeting was adjourned.

Respectfully Submitted:
Alice Alsworth

HUMAN SERVICES COMMITTEE

May 21, 2008

**** NOT APPROVED ****

Committee Members Present

R. Truax, K. Kruger, W. Dibble, D. Russo, B. Reynolds, D. Burdick

Others Present

P. Schmelzer, K. Toot, T. Hull, T. Hopkins, D. Fanton, J. Margeson, C. Crandall

Approval of Minutes

The minutes of April 16, 2008 were approved with motions from Legislators Russo and Burdick. Motions carried.

Social Services

Charlie Dickerson, Supervisor of Adult Services and Child Welfare, was introduced. Mr. Dickerson explained the division's responsibilities. Some of which include working with individuals to prevent the need to remove children from their homes, most reports under adult protection deal with self neglect; guardianships - deals with people not capable of taking care of themselves; home care – personal care workers, home health aides placed in homes.

Ms. Schmelzer presented the department's monthly report noting that caseloads were up slightly.

Ms. Schmelzer, on behalf of the funeral directors of Allegany County, requested consideration of an increase in burial and cremation rates. There has been no increase since 2004. Proposed burial rates are: \$850 (still born to 1 yr) and \$1850 (1 yr and over); Cremation rates are: \$650 (still born to 1 yr) and \$1450 (1 yr and over). There are also costs included in the proposal for removals; mileage, and other miscellaneous expenses. Legislator Reynolds moved to refer the proposal to **Ways and Means** for their consideration. Legislator Dibble second the motion and motion carried.

Office for the Aging

Ms. Toot complimented Mr. Dickerson and the those involved in the Adult Services and Child Welfare division of Social Services on the excellent job they perform.

The department's monthly report was distributed noting the number of rides provided has increased from 287 last year to 432 this year at this same time frame. It is believed that part of the reason for this is the increase in gas prices.

Ms. Toot has some concern over budget items for meals and transportation. The agency is looking into the possibility of freezing meals and not delivering as much. There are 21 routes. She has spoken to service groups for suggestion, etc.

The results of the survey taken at the Office for the Aging Senior Forum on April 18, 2008 were provided to the committee. Some survey questions included; 1) Have you lost your primary care physician?, 2) Have you had any trouble receiving home care services if you needed them?, 3) Is there a service needed by senior that the Office for the Aging should be providing that is not currently being offered?

Health Department

The Willcare, Professional Service Agreement in reference to the sale of the department's home care agency was accepted with motions from Legislators Dibble and Reynolds. The Asset Purchase Agreement was also accepted with motions from Legislators Dibble and Russo. Motions carried with Legislator Kruger opposed. **Ways and Means**

The Department requests a resolution to renew a service contract with McGuinness and Associates, Inc. for Pre-School Special Education Program software. This software is necessary in order for the Department to interface with NYS SED and for the processing of Preschool State Aid Claims. Legislators Dibble and Reynolds moved on the request, with motions carrying. **Resolution**

Legislator Russo requested information in reference to the number of visits occurring in home care.

Adjournment

The meeting was adjourned at 4:40 pm.

Respectfully submitted,
Teresa Claypool

HUMAN SERVICES COMMITTEE
June 18, 2008

**** NOT APPROVED ****

Committee Members Present

R. Truax, W. Dibble, D. Russo, K. Kruger, D. Burdick, B. Reynolds

Others Present

V. Fagley, S. Wallace, L. Ballengee, T. Hull, C. Crandall, J. Margeson, D. Fanton

Approval of Minutes

The minutes of May 21, 2008 were approved with motions from Legislators Reynolds and Kruger. Motions carried.

Social Services

Sharon Wallace, Coordinator of Allegany County Child Support and Enforcement Unit, gave an overview of responsibilities of this division of the Department of Social Services. There are over 4000 child support cases, and the division has increased collections each year (collecting \$6,430,544.00 in 2007). Miscellaneous informational materials were provided.

The Department is requesting permission to fill a Support Investigator position, due to retirement and to fill any vacancies that occur as a result of filling this position. This individual is responsible for the location of absent parents, paternity establishment, child support establishment and enforcement of court orders. Funding is received at 66% Federal, 17% State, and 17% local share. Legislators Kruger and Burdick moved to approve request and refer to **Ways and Means**. Motions carried with Legislators Kruger and Russo opposed.

The Department is requesting permission to fill a Caseworker position that will be vacant due to a resignation and any vacancies that occur as a result of filling this position. This individual is responsible for preventive services for children, and works with families to prevent foster care placement. Funding is received at 50% Federal, 25% State, and 25% local funds. The State recommends only carrying a caseload of 12 – 15 and this position currently is carrying 16-17. Legislators Reynolds and Dibble moved on the request. Motions carried with Legislator Kruger opposing.

Ways and Means.

Health Department

A proposal from Altrea to provide an Operational Assessment of Key Health Department Processes, Resource Utilization and Audit of Financial/Billing Processes was accepted. Legislators Dibble and Reynolds made the appropriate motions. Discussion took place with questions such as; what if we do not take their advice, how much are we going to save, will all their recommendations be accepted..? The motions carried with Legislators Kruger and Burdick opposing. **Resolution**

The Department requests permission to accept additional funding in the amount of \$201,362.40 for Cancer Screening Services Program. This amendment is needed to reflect the actual appropriation and revenue amounts as per the approved contract with NYS DOH. Legislator Kruger moved on the request, with Legislator Dibble seconding. Motions carried.

Ways and Means

Executive Session

Ms. Ballengee requested executive session to discuss the employment history of a particular individual in the Health Department. Legislators Reynolds and Dibble moved on the request. Carried.

Legislator Reynolds moved to resume regular business and Legislator Kruger seconded. Legislator Kruger moved to fill the existing vacant Confidential Secretary position with Legislator Dibble seconding.

Legislator Reynolds moved to resume executive session with Legislator Kruger seconding. Carried.

Regular business was resumed with motions from Legislators Kruger and Dibble. Carried.

Legislator Truax called for a vote on the motion made by Legislator Kruger to fill the vacant Confidential Secretary position. Motion carried. **Ways and Means**

Adjournment

There being no further business to come before this committee the meeting was adjourned.

Respectfully submitted,
Teresa Claypool

**HUMAN SERVICES COMMITTEE
AUGUST 20, 2008**

**** NOT APPROVED ****

Members Present: R. Truax, W. Dibble, D. Burdick, K. Kruger, B. Reynolds, D. Russo, C. Crandall

Others Present: J. Margeson, K. Toot, P. Schmelzer, L. Ballengee

Call to Order: The meeting was called to order by Chairman R. Truax at 2:50 p.m.

A motion was made by D. Russo, seconded by W. Dibble and carried to approve the July 16, 2008 minutes.

Kimberley Toot, Director, Office for the Aging:

Ms. Toot requests the committee to accept \$5,010 in donations. A donation was received from Wellsville Lions Club for Meals on Wheels in the amount of \$510. A donation from the Allegany Senior Foundation to provide personal Emergency Response Systems (Lifelines) to low-income elderly persons in need of this service in the amount of \$4,500. A motion was made by W. Dibble, seconded by B. Reynolds and carried to prepare a resolution to accept both donations, and to have them distributed as requested.

REFERRED TO WAYS AND MEANS
PREPARE A RESOLUTION

Ms. Toot requests the committee to accept an increase of \$13,142 in HIICAP (Health Insurance Information Counseling and Assistance Program Funding). A motion was made by B. Reynolds, seconded by D. Burdick and carried to prepare a resolution to accept said funding.

REFERRED TO WAYS AND MEANS
PREPARE A RESOLUTION

K. Toot distributed her monthly report and discussion followed. There was discussion on how old the oldest client is that is being served. Ms. Toot stated she is 102 and still very active.

Patricia Schmelzer, Commissioner, Social Services:

Ms. Schmelzer introduced Rose Scott who is the Director for Temporary Assistance. Ms. Scott explained in more detail about the administration of the regulations for each program. Some of the regulations are, a person has to be Medicaid eligible to be on Managed Care, and all Family Health Plus recipients are on Managed Care. All recipients have to be screened to make sure they meet all regulations.

Ms. Schmelzer distributed the monthly report and discussion followed.

Lori Ballengee, Director, Health Department:

Ms. Ballengee distributed the weekly report on visits per day for the Public Health Nurses. Ms. Ballengee gave an update on the Public Health Nurses. There are only two full-time nurses now. She also gave an update on the progress of Willcare Professional Services taking over the nursing program.

Ms. Ballengee asked committee to sponsor a resolution in order to have contracted employees being able to receive parking stickers for their vehicles. Ms. Ballengee stated the Health Department contracts for two full-time and one part-time nurse practitioners. A motion was made by B. Reynolds, seconded by W. Dibble and carried to support said request.

**REFERRED TO WAYS AND MEANS
PREPARE A RESOLUTION**

Referral:

Committee members reviewed a NYSAC resolution urging the Governor and State Legislature to remove counties from the fiscal and programmatic responsibility of the Preschool Special Education Program.

Ms. Ballengee introduced Richard Reynolds – Physically Handicapped Children’s Program Coordinator to answer any questions to do with the resolution. After discussion a motion was made by W. Dibble, seconded by D. Russo and carried to support said request, but to amend the resolution, to state that the fiscal responsibilities should go to the State Education Department. To also add that copies of this resolution go to Senator Catharine Young, Assemblyman Daniel Burling, Assemblyman Joseph Giglio and Inter-County Association of Western New York.

PREPARE A RESOLUTION

A motion was made by W. Dibble, seconded by D. Russo and carried the meeting was adjourned at 3:18.

Respectfully Submitted:
Alice Alsworth

HUMAN SERVICES COMMITTEE
September 17, 2008
Corrected Minutes

**** NOT APPROVED ****

Members Present

R. Truax, W. Dibble, B. Reynolds

Others Attending

C. Crandall, J. Margeson, D. Pullen, D. Fanton, K. Toot, L. Ballengee, R. Scott, J. Peck

Approval of Minutes

The minutes of August 20, 2008 were approved with motions from Legislators Dibble and Crandall.

Social Services

Jennifer Peck, Accountant was introduced to the committee. She gave an overview of her responsibilities in the department some of which include medical transportation for Medicaid clients, uninsured medical benefits, and the financial management program. She will become involved in the claims process.

The Department's monthly report was provided.

The Department is requesting permission to fill a Community Service Aide position for 2008-2009 HEAP season. This is 100% Federally funded. Legislator Dibble made the motion for approval, with Legislator Reynolds seconding. Motions carried. **WAYS AND MEANS**

Office for the Aging

The Department's monthly report was presented for the committee's information.

Ms. Toot informed the members that State Budget cuts for the OFA would be approximately \$30,000 for 2008-2009. This includes \$12,000 for meals and \$10,000 EISEP program. She feels that although it will be tight, the budget should be alright for the time being.

Ms. Toot requests permission to fill a vacant Senior Account Clerk Typist Position and any subsequent vacancies in the Typist position should that occur. Legislators Reynolds and Dibble made the appropriate motions, and carried. **WAYS AND MEANS**

Health Department

Ms. Ballengee stated that the cost for Altreya's services totals \$50,400. This amount includes both the financial and desk audit. She would like the financial audit to take place first. The funds for this service should come from the department's personal services accounts. Legislators Reynolds and Dibble moved for approval of the source of funding. Motions carried. The Altreya contract ***must go before the full board for their approval*** before these services can be accepted.

The committee was updated on the Department's home care services transition to Willcare. The State is going to expedite Willcare's application, so it is expected that the transition will be occurring in the very near future. They have found office space in Wellsville and continue to hire nurses to care for Allegany County residents. A Medical Records Computer Operator in the

Health Department has accepted a position with Willcare. They still need a receptionist. It was asked how much lead time could be given to Health Department employees. There are two nurses left. The Department needs to keep one for Public Health Programs; and there is the possibility of one filling the nurse position at the jail.

The State was in to perform an audit of the Department's Family Planning Program. She found only two minor issues and there was conversation of returning the program to full time.

The Department requested a transfer within its Preschool Special Education Account totaling \$450,000. More children are receiving services via Related Services rather than Center- based. Legislator Dibble moved to approve this transfer, with Legislator Reynolds seconding. Motions carried. **RESOLUTION**

Adjournment

The meeting was adjourned at 3:40 pm.

Respectfully submitted,
Teresa Claypool

**Human Services Committee
October 14, 2008**

**** NOT APPROVED ****

Present: Mr. Truax, Mr. Kruger, Mr. Reynolds, Mr. Dibble, Mr. Burdick, Mr. Russo,
Mr. Hopkins, Mr. Crandall, Commissioner Schmelzer

Meeting was called to order at 3:50 p.m.

Commissioner Schmelzer presented her report and noted that she provided a letter regarding the Medicaid cap and Allegany County achieved a savings of \$243,678.

Permission was requested to fill an Employment Specialist position due to a retirement, and any vacancies that may occur as a result of filling this position. This position is in the Division of Temporary Assistance. It was moved to give permission to fill this position and vacancies by Mr. Burdick, seconded by Mr. Dibble and carried. Legislator Kruger and Russo voted against. **Refer to Ways & Means**

Transfers between accounts, with no changes in local dollars, was approved, based on a motion to refer to Ways and Means Committee by Mr. Kruger, seconded by Mr. Dibble and carried. **Refer to Ways & Means**

The Department received a payment of \$26,823.61 as a result of a drug pricing lawsuit, done in conjunction with the County Attorney's office. This is a settlement from one of several drug companies involved in this lawsuit.

Meeting was adjourned at 3:55 p.m. on a motion of Mr. Reynolds, seconded by Mr. Kruger and carried.

Respectfully submitted,

Marjorie Perkins, Secretary to the Commissioner
Department of Social Services

**HUMAN SERVICES COMMITTEE
OCTOBER 15, 2008**

**** NOT APPROVED ****

Members Present: R. Truax, W. Dibble, D. Burdick, B. Reynolds, C. Crandall

Absent: K. Kruger, D. Russo

Others Present: J. Margeson, K. Toot, L. Ballengee, T. Hopkins, D. Fanton, E. Ruckle

Call to Order: The meeting was called to order by Chairman R. Truax at 2:36 p.m.

A motion was made by W. Dibble, seconded by D. Burdick and carried to approve the September 17, 2008 minutes.

Appointment to Board of Health:

The Board of Health requests the committee to sponsor a resolution to appoint Dr. Rajan Gulati to replace Dr. Kassas for the remainder of a six-year term expiring July 7, 2013. A motion was made by R. Truax, seconded by D. Burdick and carried to approve said appointment.

PREPARE A RESOLUTION

Lori Ballengee, Director, Health Department:

Ms. Ballengee requests the committee to sponsor a resolution for the renewal of contracts with Pathways and KID START, Livingston-Wyoming ARC to provide special education services to preschoolers with disabilities. Reimbursement for services provided will be made at the rates approved by New York State Education Department. A motion was made by W. Dibble, seconded by B. Reynolds and carried to support said request.

PREPARE A RESOLUTION

Pre-K Special Education Contract:

Ms. Ballengee discussed the contract with Cattaraugus-Allegany BOCES Pre-K Special Education and the State requirements that have not been met. She went on to explain how this affects the County if the reports are not submitted at a timely fashion by BOCES.

Transfer of Funds:

Ms. Ballengee requests the committee to sponsor a resolution for the transfer of funds in the amount of \$26,500 between cost centers as per attached. A motion was made by W. Dibble, seconded by B. Reynolds and carried to support said request.

REFERRED TO WAYS AND MEANS

PREPARE A RESOLUTION

Home Care Services:

Ms. Ballengee gave an update on the status for the transition of the home care services to Willcare.

Home Care Visits:

Ms. Ballengee gave an update on the home care visits for the month.

Flu Vaccine:

Ms. Ballengee gave a progress report on the flu vaccine clinics, and discussion followed.

Clinic Secretary Position:

Ms. Ballengee requests the committee to sponsor creating a position for a Clinic Secretary. There are funds budgeted for this position due to the abolishment of home care services. There are also plans to increase the Health Department Clinics in the near future. A motion was made by W. Dibble, seconded by B. Reynolds and carried to create the Clinic Secretary position.

PREPARE A RESOLUTION

Kimberley Toot, Director, Office for the Aging

Ms. Toot requests the committee to sponsor a resolution to re-appropriate \$15,500 in funding from 2007 for the HEAP & POE grants. These grants have Fiscal years of September to August (HEAP) and October to September (POE). A motion was made by B. Reynolds, seconded by D. Burdick and carried to support said request.

REFERRED TO WAYS AND MEANS

PREPARE A RESOLUTION

Ms. Toot requests the committee to sponsor a resolution to increase the various revenue and expenditure accounts as per attached due to supplements in Federal Grants Titles III-B, III-E, and VII in the amount of \$3,959. A motion was made by B. Reynolds, seconded by W. Dibble and carried to support said request.

REFERRED TO WAYS AND MEANS

PREPARE A RESOLUTION

Ms. Toot requests the committee to sponsor a resolution for the transfer of funds to various accounts as attached. A motion was made by B. Reynolds, seconded by W. Dibble and carried to sponsor said request.

PREPARE A RESOLUTION

Meals on Wheels Delivery:

Ms. Toot informed the committee that the Office for the Aging is now delivering frozen meals on wheels to various clients. They deliver meals two days and two frozen meals. These are clients that are in the outlining areas of the county that have accessibility to warm the frozen meals up as needed. This is a cost savings measure on travel expenses.

Department Monthly Report:

The Department's monthly report was presented for the committee's information.

HEAP Applications:

Ms. Toot gave an update on the HEAP applications, and discussion followed. Ms. Toot explained the guidelines on what constitutes low income qualifications.

Meeting Adjourned:

A motion was made by W. Dibble, seconded by D. Burdick and carried the meeting was adjourned at 3:11.

Respectfully Submitted:

Alice Alsworth

HUMAN SERVICES COMMITTEE
November 19, 2008

**** NOT APPROVED ****

Members attending: R. Truax, W. Dibble, D. Burdick, B. Reynolds, K. Kruger

Absent: D. Russo

Others Present: T. Hopkins, J. Margeson, K. Toot, L. Ballengee, T. Hull

Approval of Minutes

The minutes of October 14th and 15th were approved with motions from Legislators Reynolds and Dibble. These motions carried.

Office for the Aging

The Department's monthly report was presented. It was noted that to date the Department has received 949 HEAP applications and certified 822. Legislator Kruger reported that a representative of National Fuel commended the Office for the Aging on the operation of the HEAP program.

Social Services

The department's monthly report was provided.

Health Department

The department requests permission to enter into an intermunicipal agreement with Cattaraugus County Department of Health to provide Elevated Blood Lead Investigation Services in an amount not to exceed \$3000.00. Legislator Kruger moved to approve the agreement, with Legislator Dibble seconding. These motions carried. **Resolution**

The Health Department requests transfers totaling \$41,495 between cost centers. These are necessary to cover year to date expenditures and forecasted expenditures through the end of the year. Legislators Reynolds and Dibble made the motions. These motions carried.

Ways & Means/Resolution

The Altreya contract is ready for signature. The Department will contract with Altreya to provide a financial audit, conduct efficiency studies, and make recommendations of efficiency in processes, programs, and staffing. They will be reimbursed \$50,000 for their service. A transfer will be made from A4011.101 personal services to A4010.464 to cover the cost.

A request to fill a Clinic Secretary position was made by Ms. Ballengee. Information was provided to the committee on the remaining support staff positions when the sale of the home care agencies is final. Four home care support staff positions will be abolished. Two of the current employees have accepted positions with Willcare and one ACT transferred to the Public Works Department. With the creation of another Clinic Secretary position and the filling of the Confidential Secretary position, the remaining employees will be able to stay with the department. The current Clinic Secretary will fill the Receptionist position. Motions approving filling the Clinic Secretary position were made by Legislators Reynolds and Dibble. Legislator Kruger stated he would not support this request. After brief discussion,

Executive Session was requested to discuss the employment history of a particular individual in the department. Motions were made by Legislator Reynolds and Kruger to enter into Executive Session. Motions carried.

Regular business resumed with motions from Legislators Reynolds and Kruger. With motions on the floor to fill the Clinic Secretary position, a vote was taken. Motions carried.

Adjournment

There being no further business to come before this committee the meeting was adjourned at 3:50 pm.

Respectfully submitted,
Teresa Claypool

HUMAN SERVICES COMMITTEE
December 17, 2008

**** NOT APPROVED ****

Members Attending: R. Truax, D. Russo, D. Burdick, W. Dibble, B. Reynolds

Others Present: C. Crandall, J. Margeson, P. Schmelzer, D. Horan, R. Anderson, K. Toot,
L. Ballengee

Approval of Minutes

The minutes of November 19, 2008 were approved with motions from Legislator Dibble and Legislator Reynolds. Motions carried.

Community Services

Dr. Anderson requested approved to fill two ICM positions that are 100% State funded (including benefits). One responsibility of these positions is to keep children in their homes. Legislator Reynolds moved to approve these positions, with Legislator Dibble seconding. Motions carried. **Ways and Means**

Dr. Anderson also reports that two new vehicles have been purchased. He also states that there are two vehicles (Chevrolet Astro Van and a mini van) he is turning in to the County. The Departments of Social Services and Office for the Aging have expressed interest in these vehicles.

It was asked that a certain amount of monies (\$21,500...\$25,000) that must be spent be given to the VA Detox Program. Legislators Reynolds and Burdick moved to approve the request. Motions carried.

Office for the Aging

Ms. Toot requested permission to fill a vacant Driver position for the Congregate/Meals-on-Wheels program. This is a part time, 17 hour/week position with no benefits. This individual would be delivering meals in the Whitesville area. Legislator Reynolds moved on the request. Legislator Dibble seconded and the motions carried. **Ways and Means**

The department's monthly report was provided. It was noted that 1050 Blizzard Box Meals have been put together. Also noted was the fact that 18% of the residents in Allegany County are over age 60. The cut in the STAR program that the Governor is suggesting does not change the basic STAR enhancement. This remains intact. It will affect the EPIC or prescription program.

Social Services

Ms. Schmelzer provided the committee with her monthly report. Additional information was provided by Rose Scott, Director of Temporary Assistance showing the increases in applications over the past year. (49.12% increase in Family Assistance; and 30.09% increase in HEAP applications)

Ms. Schmelzer reported that she has had conference calls with the State regarding the 09 Budget to keep abreast on how the budget will affect the Department.

It was noted that there is a new website for individuals to check on programs that they may be eligible for. The address is www.mybenefits.ny.gov .

Don Horan, Director of Administrative Services was present to inform the committee of his responsibilities for the Department of Social Services.

Health Department

Ms. Ballengee reported that Cathy Richmond has resigned as a member of the Board of Health due to her retirement. Therefore, it is asked of this committee to approve the appointment of Sherry Herdman, Nurse Practitioner to fill this vacancy. The term will expire on July 07, 2012. Legislator Dibble moved to approve this appointment, with Legislator Reynolds seconding. These motions carried. It was also suggested that the Chairman, or someone, in some way, recognize Mrs. Richmond's years of service. **Resolution**

It was reported that there is a potential for increases in Early Intervention expenses. Denver Developmental Screenings and MCHAP screenings for autism may become mandatory for every child. Screening for autism usually starts when a child is around two years old. A letter to physicians to notify them of these mandates is to be sent by the State Department of Health.

Other Business

The Community Services Board requests committee approval to reappoint Dana S. Kruser of Andover and Brent L. Reynolds of Alfred Station on the Community Services Board for another four-year term beginning January 1, 2009 and expiring December 31, 2012. Legislators Dibble and Burdick made motions to approve these appointments. The motions carried. **Resolution**

The Chairman of the Board plans to appoint Nancy Rouse, Scio; and Robert Riber, Alfred Station, as members of the Citizens Advisory Council to the Office for the Aging for a three year term commencing January 1, 2009 and expiring December 31, 2011. Approval for these appointments was given with motions from Legislators Dibble and Reynolds. Motions carried.

Resolution

Adjournment

There being no further business to come before this committee, the meeting was adjourned at 3:40 pm.

Respectfully submitted,
Teresa Claypool