

## **HUMAN SERVICES COMMITTEE**

**January 6, 2016**

**NOT APPROVED**

**Committee Members Present:** K. LaForge, D. Pullen, S. Burt, D. Decker, J. Hopkins, C. Jessup, D. Root, C. Crandall (Absent: T. O'Grady)

**Others Present:** L. Ballengee, H. Budinger, K. Dirlam, D. Fanton, M. Gasdik, V. Grant, K. Graves, D. Healy, K. Hooker, J. Margeson, T. Miner, B. Riehle, T. Ross, R. Scott, R. Sobeck-Lynch, J. Tomasi

**Media Present:** No media present.

**Call to Order:** The meeting was called to order at 3:03 p.m. by Human Services Committee Chairman Kevin LaForge.

### **Approval of Minutes**

Under Office for the Aging, under the first paragraph, sentence four should read, "Ms. Gasdik reported *when this month's committee report was done submitted*, they had 23 people on the insurance counseling list." A motion was made by Legislator Decker, seconded by Legislator Root, and carried to approve the Human Services Committee minutes of December 2, 2015, as amended.

A motion was made by Legislator Jessup, seconded by Legislator Pullen, and carried to approve the Human Service Committee minutes of December 16, 2015.

### **Health Department**

#### **Corporate Compliance Plan Update/Meeting Minutes**

Director Lori Ballengee stated it is a mandatory requirement for any organizations that bill for Medicaid to have a Corporate Compliance Plan in place. Community Services and the Health Department are the two departments that bill for Medicaid. Ms. Ballengee noted there are specific guidelines to have a Corporate Compliance Plan. Ms. Ballengee distributed the Allegany County Corporate Compliance Program Organizational Chart. All members of the Human Services Committee including Chairman Crandall have to do the training every year, and show they completed it. She noted Legislator Hopkins and Legislator Root need to complete the training. She added Janet Norris will be emailing the information to the Legislators who need to complete the training. If they are not in compliance, the County can be fined. She noted they meet quarterly, and there have been no investigations and no complaints. Legislator Fanton asked what they can do as Legislators. Ms. Ballengee said they should be aware of the plan, and that the Corporate Compliance Officer is the County Administrator. Ms. Ballengee noted the Corporate Compliance minutes are being provided for their information only and do not require any action.

#### **Accept and Approve Contract with Monroe County Health Department for ME Services and Special Education Program Medicaid Cost Settlement 2011-2013**

Ms. Ballengee stated the agreement with the Monroe County Health Department expired on December 31, 2015. Monroe County generates the contract, and she has tried to contact them on numerous occasions about it, but has not received anything. She hopes to have it by

the February meeting because they are currently operating without a contract. Legislator Fanton asked if this was for the undertakers. Ms. Ballengee replied it is for the autopsies and Medical Examiner. Ms. Ballengee stated she will be over on the Coroner Budget. Legislator Root asked if the increase was from more activity. Ms. Ballengee said it was because the price increased. Legislator Decker added that is why they have been going to Olean. Ms. Ballengee believes about thirteen went to Olean and fifteen went to Monroe County. Legislator Healy asked how long they have been going to Olean. Ms. Ballengee stated one year. Ms. Ballengee stated she has been working with the Coroners and law enforcement officials to educate and encourage them to send them to Olean. Legislator Decker thanked Ms. Ballengee for getting a contract with Olean. Ms. Ballengee noted the Olean contract is a two-year contract, and it doesn't expire until the end of this year.

## **Department of Social Services**

### **Monthly Report**

Commissioner Vicki Grant pre-filed her monthly report. Legislator Decker asked if there is a particular reason why Child Protective Services is up from 2014. Ms. Grant said they try to look for the trends, but it is hard to pinpoint the exact reason. Legislator Root asked about the Adult Preventive Open Cases. Ms. Grant said that Adult Protective cases have to meet certain criteria under the State guidelines. Individuals who do not meet the criteria are sometimes opened under Adult Preventive Cases in order to meet their needs. Ms. Grant noted they have had more Adult Protective Cases recently. Legislator Burt asked if any cases go from preventive to protective. Ms. Grant replied yes, sometimes.

Ms. Grant discussed some changes that affect her department. Ms. Grant talked about Executive Order 151 regarding the homeless. The order was signed on Sunday by the Governor, and went into effect yesterday. The order says if it is 32 degrees or below they have to have an emergency shelter open. In most cases, emergency shelters are usually opened if it is 20 degrees or 10 degrees. She noted there isn't a shelter in the County, and the closest one is in Buffalo. The Sheriff's Office is the only one who can transport them. Ms. Grant's concern is the potential increase in work and costs. She noted she met with the Sheriff, Wellsville Police Chief Tim O'Grady, and Emergency Management and Fire Director Jeff Luckey about emergency shelters. She added she still has to contact mental health agencies as well. Ms. Grant said they use local hotels and motels. Ms. Grant added they have to inspect the hotels and motels even if they use them in other Counties due to the hotels in the County being full. Ms. Grant said she talked about the inspections with Public Health Director Lori Ballengee. Ms. Ballengee said they are mostly code enforcement issues, and are very intricate and complex. Ms. Ballengee noted they can do what they can to help. There are a lot of other unanswered questions such as actively looking in shacks and tents, reimbursement for undocumented aliens and people who are sanctioned, and a variety of other issues.

Legislator Fanton asked if the County still has to pay 25 percent of the homeless program. Ms. Grant said in the past it depends on what category the person fall into. In this case, they can't ask anyone about their identity, so there is no way of determining eligibility. Legislator Hopkins asked if there was any idea of how many people would fall into this category. Ms. Grant said she can give them homeless numbers from the past, but her concern is under the Executive Order no one has to comply with giving information regarding eligibility. Ms. Grant said if they are coming to the DSS office, they are still asking for people to complete the eligibility form. But if someone is on the street, they may never give any information.

Ms. Grant spoke about the Food Stamp changes. She talked about the Able Bodied Adults without Dependents (ABAWD) population. She said they had a waiver from the Federal

Government for ten years where people who are only getting food stamp benefits are not required to do work registration requirements or activities. This waiver expired December 31, 2015. As of January 1, 2016, they are now required to work with everyone to provide these types of services to them, and the people have to prove they have met the work requirements. If they do not, the case has to be closed. If DSS does not close the case in time, they will be fined. Ms. Grant noted it is a lot of tracking, and will affect DSS and Employment and Training staff. They have had several meetings with Employment and Training about how they are going to move forward. Ms. Grant said they are allowed 66 exclusions. She noted they have narrowed the list to about 240 people they have to work with. They are waiting to see what happens between now and March 1, 2016, when sanctions come into play. She may have to put on additional staff once they see how much work it will generate. Legislator Burt asked what the fines were in the past. Ms. Grant said this is new because they have had a waiver for the past ten years. Chairman Crandall suggested putting something together such as a resolution to share with New York State Association of Counties (NYSAC) and Inter-County about this issue. Ms. Grant stated she spoke to a State Representative from Office of Temporary and Disability Assistance about specific problems for Allegany County.

On a positive note, Ms. Grant reported they received \$633 from the State Police due to a vending machine crime because the police couldn't identify a victim.

### **Executive Session**

The Committee entered executive session to discuss the employment history of a particular person at 3:32 p.m. on a motion by Legislator Jessup, seconded by Legislator Root, and carried. The Committee exited executive session at 3:48 p.m. on a motion by Legislator Decker, seconded by Legislator Burt, and carried.

### **Request Permission to Fill Director of Temporary Assistance Position**

Ms. Grant requested permission to fill a Director of Temporary Assistance (PEF, Grade 9, Step 7) position, and any vacancy that may result from filling this position. This vacancy is a result of a retirement. This position is responsible for administration of Temporary Assistance Programs including Public Assistance, Medicaid, Food Stamps, HEAP, and Fraud. This position is funded by twenty-seven percent Local funds, twenty-one percent State funds, and fifty-two percent Federal funds. The request was approved on a motion by Legislator Burt, seconded by Legislator Decker, and carried. **Refer to Ways & Means**

### **Request Permission to Fill Senior Support Investigator Position**

Ms. Grant requested permission to fill a Senior Support Investigator (AFSCME, Grade 16, Step 6) position, and any vacancy that may result from filling this position. This vacancy is a result of a promotion. This position is responsible for supervising eight Support Investigators as well as genetic marker testing, overseeing the Non-custodial Parent Employment Program, desk reviews for IV-D pass through, and doing reports and updating manuals. This position is funded by fifty percent Federal funds and fifty percent Local funds which are offset by TANF collections. Ms. Grant noted this vacancy was recently filled; however, the person recently left DSS to work at Employment and Training. The request was approved on a motion by Legislator Root, seconded by Legislator Decker, and carried. **Refer to Ways & Means**

### **Request Permission to Fill Grade B Supervisor Position**

Ms. Grant requested permission to fill a Grade B Supervisor (PEF, Grade 7, Step 4) position, and any vacancy that may result from filling this position. This vacancy is a result of a retirement. This position is in the Services Unit, and is responsible for supervision of eight

Caseworkers, who are responsible for ensuring the health, welfare, and safety of children and families. This position is funded by fifty-eight percent Federal funds and eight percent State funds. Ms. Grant noted this position is a part of the management team. The request was approved on a motion by Legislator Jessup, seconded by Legislator Hopkins, and carried. **Refer to Ways & Means**

#### **Request Permission to Fill Supervisor of Child Support Enforcement Position**

Ms. Grant requested permission to fill a Supervisor of Child Support Enforcement (PEF, Grade 7, Step 4) position, and any vacancy that may result from filling this position. This vacancy is a result of a retirement. This position is responsible for supervising one Senior Support Investigator, eight Support Investigators, and four Clerical Staff, while overseeing all aspects of child support investigation, paternity establishment, and the collection and accounting of all child support monies received. This position is funded by fifty percent Federal funds and fifty percent Local funds which are offset by TANF collections. Ms. Grant noted this position is part of the management team. The request was approved on a motion by Legislator Decker, seconded by Legislator Pullen and carried. **Refer to Ways & Means**

#### **Request Permission to Fill Senior Typist Position**

Ms. Grant requested permission to fill a contingent-permanent Senior Typist Position (AFSCME, Grade 7, Step min) position, and any vacancy that may result from filling this position. This vacancy is a result of a promotion. This position is responsible for performing clerical duties for all programs. This position is funded by fifty-two percent Federal funds and ten percent State funds. The request was approved on a motion by Legislator Root, seconded by Legislator Decker, and carried. **Refer to Ways & Means**

#### **Request Permission to Fill Three Support Investigator Positions**

Ms. Grant requested permission to fill three Support Investigator (AFSCME, Grade 15, Step min.) positions, and any vacancy that may result from filling these positions. These vacancies are a result of two retirements and a resignation. These positions assist with paternity establishment, child support order establishment, enforcement, and collection. These positions are funded by fifty percent Federal funds and fifty percent Local funds which are offset by TANF collections. The request was approved on a motion by Legislator Pullen, seconded by Legislator Hopkins, and carried. **Refer to Ways & Means**

#### **Request Permission to Fill Social Welfare Examiner Position**

Ms. Grant requested permission to fill a Social Welfare Examiner Position (AFSCME, Grade 11, Step min.) position, and any vacancy that may result from filling this position. This vacancy is a result of a promotion. This position is in the Temporary Assistance Unit, and is responsible for interviewing clients, determining eligibility, and authorizing the appropriate benefits. This position is funded by fifty percent Federal funds and six percent State funds. The request was approved on a motion by Legislator Decker, seconded by Legislator Root, and carried. **Refer to Ways & Means**

#### **Request Permission to Create and Fill Four Part-Time Temporary Positions**

The Department of Social Services has recently had some key employees retire with others leaving. These individuals are some of their most experienced employees who hold very important jobs. Their departures will leave the department in a very difficult situation until such time that replacements can be found and trained. The Department is requesting that temporary part-time positions be created and filled for the following titles to help bridge the gap and for training purposes:

Grade B Supervisor (PEF Union, 34 percent local share)  
Child Support Coordinator (PEF Union, 50 percent local share with offset)  
Director of Temporary Assistance (PEF Union, 27 percent local share)  
Senior Typist (AFSCME union, this is a backfill from a recent retirement, 38 percent local share)

These positions will exist for no more than six months from the time of their creation with a total not to exceed the limit of \$30,000 per position. The maximum local share is \$48,924. The fiscal impact will likely be less. They do not anticipate each person reaching the \$30,000 limit. Also, the addition of these positions will avoid some overtime. County Treasurer requested including the grade and step of each position, and the number of hours. Legislator Root asked about a policy on giving notice when an employee is going to retire. Ms. Grant said the employee has to give the State Retirement System fifteen-day notice, but the employee doesn't have to let the County know.

The request to create and fill a part-time temporary Grade B Supervisor (PEF, Grade 7, Step 11) position was approved on a motion by Legislator Decker, seconded by Legislator Root, and carried. **Prepare Resolution and Refer to Ways & Means**

The request to create and fill a part-time temporary Child Support Coordinator (PEF, Grade 7, Step 11) position was approved on a motion by Legislator Root, seconded by Legislator Jessup, and carried. **Prepare Resolution and Refer to Ways & Means**

The request to create and fill a part-time temporary Director of Temporary Assistance (PEF, Grade 9, Step 11) position was approved on a motion by Legislator Jessup, seconded by Legislator Decker, and carried. **Prepare Resolution and Refer to Ways & Means**

The request to create and fill a part-time temporary Senior Typist (AFSCME, Grade 7, Step 7) position was approved on a motion by Legislator Decker, seconded by Legislator Jessup, and carried. **Prepare Resolution and Refer to Ways & Means**

### **Office for the Aging**

#### **Monthly Report**

Director Madeleine Gasdik pre-filed her monthly report, and asked if anyone had any questions. She reported Norma Higgins, the wife of Wally Higgins, passed away. Wally Higgins has been a driving force for the Office for the Aging for many years. She said visitation is on Friday, and services are Saturday in Alfred.

### **Adjournment**

There being no further business to come before the committee, the meeting was adjourned at 4:03 p.m. following a motion by Legislator Decker, seconded by Legislator Burt, and carried.

Respectfully submitted,  
Rebecca Scott, Secretary to the Clerk of the Board  
Allegany County Board of Legislators

**HUMAN SERVICES COMMITTEE**

**February 4, 2016**

**NOT APPROVED**

**Committee Members Present:** K. LaForge, D. Pullen, S. Burt, D. Decker, J. Hopkins, C. Jessup, T. O'Grady, D. Root, C. Crandall

**Others Present:** L. Ballengee, H. Budinger, K. Dirlam, D. Fanton, V. Grant, K. Graves, D. Healy, L. Hennessy, R. Hollis, K. Hooker, J. Margeson, A. Mattison, T. Miner, V. Pettit, B. Riehle, T. Ross, R. Scott, T. Shaw

**Media Present:** No media present.

**Call to Order:** The meeting was called to order at 3:05 p.m. by Human Services Committee Chairman Kevin LaForge.

**Approval of Minutes**

A motion was made by Legislator Decker, seconded by Legislator Root, and carried to approve the Human Services Committee minutes of January 6, 2016.

**Health Department**

**Corporate Compliance Plan Update**

Health Director Lori Ballengee stated they will add language related to Corporate Compliance to the Legislator's job description. Interim County Administrator John Margeson is the Corporate Compliance Officer. She also noted they had no complaints and investigations in December and January.

**Accept and Appropriate Performance Incentive Initiative Money for the General Fund**

Ms. Ballengee requested a resolution to accept and appropriate Performance Incentive Initiative monies for the General Fund for the 2016 Budget year in the amount of \$13,000. These monies were awarded for increasing the timeliness and completeness of STD and general communicable disease reporting, and must be appropriated and spent on Article 6 eligible activities. The general supplies purchased will be vaccine. The conference expense will fund three staff attending family planning related conferences. The legal advertising will cover the cost of advertising on Facebook for a one-year period. The funds should be appropriated as follows:

Appropriations		
A4010.408	County Health Department - General Supplies	\$ 6,100
A4035.405	Family Planning - Conference Expense	\$ 900
A4035.424	Family Planning - Legal Advertising	<u>\$ 6,000</u>
	Total:	\$13,000
Revenues		
A4010.3450.00	Public Health-State Aid Other	\$13,000

The request was approved on a motion by Legislator Burt, seconded by Legislator Decker, and carried. **Refer to Ways & Means**

**Accept and Re-Appropriate Women's Health Initiative Grant for Cancer Services**

Ms. Ballengee tabled this request until next month.

**Accept and Re-Appropriate COLA Money for the Cancer Services Program**

Ms. Ballengee requested a resolution to accept and re-appropriate COLA money for the Cancer Services Program for the 2016 Budget year, April 1, 2015, to March 31, 2016, grant year in the amount of \$2,346. Ms. Ballengee noted that this is a re-appropriation of Cancer Services COLA monies that were not expended in 2015. The funds should be re-appropriated as follows:

Appropriations		
A4071.201	Cancer Services Program - Office Equipment	\$1,145
A4071.405	Cancer Services Program - Conference Expense	\$ 306
A4071.408	Cancer Services Program - General Supplies	\$ 53
A4071.424	Cancer Services Program - Legal Advertising	\$ 432
A4071.419	Cancer Services Program - Printing/Microfilming	\$ 320
A4071.422	Cancer Services Program - Gasoline/Oil	<u>\$ 90</u>
	Total:	\$2,346
Revenues		
Acct A4071.3401.00	State Aid	\$ 2,346

Legislator Decker commented it is a cost-of-living adjustment, but they can move the funds to different areas. He believes if it is for a specific area, it should be for that area. The request was approved on a motion by Legislator Root, seconded by Legislator O'Grady, and carried. **Refer to Ways & Means**

**Request Permission to Fill Public Health Technician**

Ms. Ballengee requested permission to fill a Public Health Technician (AFSCME, Grade 13, Step Base) position. This position is critical to the operation of the Environmental Health programs. It is a versatile position that can provide clerical support, and perform basic environmental health functions. The salary is covered 100 percent by Article 6 Funding and other grants. The fringe is a County expense. The request was approved on a motion by Legislator Hopkins, seconded by Legislator Pullen, and carried. **Refer to Ways & Means**

**Request Permission to Fill Medical Records Computer Operator**

Ms. Ballengee requested permission to fill a Medical Records Computer Operator (AFSCME, Grade 10, Step Base) position. This position is critical to finding un-insured or under-insured people to receive cancer screenings. The Cancer Services Program provides life-saving cancer screenings, and assists with treatment costs for those diagnosed with cancer. The salary and fringe are covered 100 percent by program and grants. Legislator Burt asked what the requirements are for this position. Ms. Ballengee stated it is a clerical position that requires a high school diploma. The request was approved on a motion by Legislator Decker, seconded by Legislator O'Grady, and carried. **Refer to Ways & Means**

**Request Permission to Fill Community Outreach Specialist**

Ms. Ballengee requested permission to fill a part-time Community Outreach Specialist (Non-union, Grade 4, Step Base) position. This position is clerical support staff for the Cancer Services Program. This position also submits billing for payment to providers of screenings. The Cancer Services Program provides life-saving cancer screenings, and assists with treatment

costs for those diagnosed with cancer. The salary and fringe are covered 100 percent by program and grants. The request was approved on a motion by Legislator Jessup, seconded by Legislator Decker, and carried. **Refer to Ways & Means**

## **Department of Social Services**

### **Monthly Report**

Commissioner Vicki Grant pre-filed her monthly report. She said she did not have a report on the staff changes, but will give a report next month. Ms. Grant reported she has been asked to present at the Western New York Trauma Informed Care Panel. She has also been asked to be on the statewide implementation team to look at improving child welfare outcomes statewide. Legislator LaForge commented it speaks highly of Ms. Grant and her department.

### **Better for Families Pilot Project Statement of Intent**

Ms. Grant stated the Better for Families Pilot Project is not really a grant, but more of a program action. She noted they have had Adult Drug Court since 2005. This pilot project deals with family treatment court and drugs. Since they have had collaborations in place, it would be an extension of that. They met with judges, Allegany Council on Alcoholism and Substance Abuse (ACASA), and community partners to talk about the viability of the project. She added they received approval from the administrative judge. She hopes this project will combat some child welfare cases that include Heroin and other drug issues. Hopefully, individuals will be able to receive services, and reduce the time a child is in foster care. Ms. Grant stated they put in a statement of intent, and are waiting for approval. She said they don't necessarily get money, but OCA and OCFS will provide training and transportation to the training. Legislator Graves asked if this project will be handled by existing staff. Ms. Grant replied yes. Legislator Hopkins asked if they would start in the spring. Ms. Grant said yes. Legislator LaForge noted this is for informational purposes.

## **Office for the Aging**

### **Monthly Report**

Director Madeleine Gasdik pre-filed her monthly report. Legislator LaForge stated Ms. Gasdik's mother passed away so she was unable to attend the meeting. Coordinator of Services Anita Mattison and Accountant Vickie Pettit attended the meeting on Ms. Gasdik's behalf. Legislator Burt asked about the Farmer's Market coupon. Ms. Mattison stated they distribute four \$5 coupons for a total of \$20 to eligible individuals at luncheon sites, the Senior Picnic, and other locations. They can use these coupons at any participating farmer's market. She added it is a federally funded program. Legislator Burt asked if it is income based. Ms. Mattison replied yes, and it goes along with HEAP income guidelines. Legislator Decker asked if there is a limit. Ms. Mattison said one per household.

### **Request Permission to Apply for Balancing Incentive Program (BIP) Caregiver Support Program**

The Office for the Aging requested permission to apply for the Balancing Incentive Program (BIP) Caregiver Support Program in the amount of \$20,000. The grant year is April 1, 2015, to June 30, 2017. This grant will increase offerings and access to non-institutional long-term services and supports such as counseling, support groups, training, and case management to caregivers and their Medicaid-eligible loved ones. The funding will support Powerful Tools for Caregivers training, and enable Medicaid-eligible care receivers to stay at



home and out of institutional care. The request was approved on a motion by Legislator Pullen, seconded by Legislator Jessup, and carried.

### **Accept & Appropriate Alzheimer's Disease Caregiver Support Initiative Grant**

The Office for the Aging requested a resolution to accept a new State grant, the Alzheimer's Disease Caregiver Support Initiative in the amount of \$109,399. This grant was awarded to Catholic Charities of Buffalo, and its eight partners (Alzheimer's Association of Western New York, and Office for the Aging in Allegany, Cattaraugus, Chautauqua, Erie, Genesee, Niagara, and Wyoming Counties). The grant is for 5 years, and Allegany County Office for the Aging's share is as follows:

Year 1 - \$109,399

Year 2 - \$110,799

Year 3 - \$112,227

Year 4 - \$113,683

Year 5 - \$119,966

The funding should be appropriated as follows:

#### Appropriations

A6791.101	Regular Pay	\$ 51,090
A6791.402	Mileage/Transportation	\$ 8,143
A6791.405	Conf. Exp.	\$ 1,256
A6791.474	Respite	\$ 30,000
A6791.802	Retirement	\$ 8,020
A6791.803	F.I.C.A.	\$ 3,450
A6791.804	Worker's Comp	\$ 699
A6791.805	Disability	\$ 212
A6791.806	Hosp/Med	<u>\$ 6,529</u>
	Total:	\$109,399

#### Revenue

A6791.3722.00	State Aid OFA	\$109,399
---------------	---------------	-----------

Ms. Mattison stated this grant allows the Office of the Aging to enhance caregiver support services for individuals with Alzheimers or dementia. It will also establish a Savvy Caregiver Program in Allegany County, expand the Powerful Tools for Caregivers, and train a master trainer to train additional staff. Legislator Burt asked about any age requirements. Ms. Mattison said it is for 60 years or older, or caregivers for people 60 years or older. If they have Alzheimers or dementia related symptoms before age 60, they can assist them too. Legislator Graves asked if the program will be covered by existing staff. Ms. Mattison stated they are requesting to create and fill a new position that will be funded 100 percent by this grant. She noted it is a 5-year grant. Legislator Graves asked if the position is eligible for overtime. Ms. Pettit said they will stay within budget. Legislator Graves asked if existing staff can do the work. Ms. Mattison replied no, the staff is at their capacity. Legislator Decker asked for more explanation on respite services. Ms. Mattison said they would provide respite services to caregivers of individuals with Alzheimers or dementia to meet their medical and caregiving needs. Respite will be in-home. The request was approved on a motion by Legislator Root, seconded by Legislator Decker, and carried. **Refer to Ways & Means**

**Request to Create and Fill Aging Services Specialist**

The Office for the Aging requested permission to create and fill a full-time Aging Services Specialist (AFSCME, Grade 16, Step 7) position effective March 15, 2016. The New York State Department of Health funded Alzheimer's Disease Caregiver Support Initiative grant allows the Office for the Aging to fund this new position. This position has not been budgeted at the full-time level in the 2016 Budget. This new Aging Services Specialist position will be filled as long as the New York State Department of Health funding is available. This position will allow the Office for the Aging to meet the deliverable for the grant. These are family care consultations and care coordination, education and training programs, respite to offer a temporary reprieve to the caregiver, and support groups. This grant and position will allow caregivers of persons with Alzheimer and other dementia to be self-sufficient, socialize, and thrive while continuing to care for their loved ones in their own homes. The request to create the position was approved on a motion by Legislator O'Grady, seconded by Legislator Pullen, and carried. **Prepare Resolution**

The request to fill the position was approved on a motion by Legislator Hopkins, seconded by Legislator Root, and carried. **Refer to Ways & Means**

**Community Services****Request to Create and Fill Intensive Case Manager**

Dr. Robert Anderson requested permission to fill an Intensive Case Manager (PEF, Grade 7) position. This position is responsible for providing case management services to individuals under the Department of Health Home Program. This position also refers, monitors, and links individuals to services in order to decrease and/or avoid high use of Medicaid dollars. Dr. Anderson said this vacancy is the result of a retirement. The cost of the position is \$57,376. Revenue generated by two staff for eleven months, and one staff for one month equaled \$260,591. Based on communication with the State, Dr. Anderson anticipates revenues to continue at that rate at least through the foreseeable future. There would be no cost to the County. Legislator Decker asked where the funds are generated from. Dr. Anderson said Medicaid and State reimbursements. Dr. Anderson said the Affordable Care Act requires everyone not to just have insurance, but appropriate care. He said they receive about 200 referrals a month. The Intensive Case Managers call the individuals, and offer care management. Legislator Burt asked what is the educational requirement for the position. Dr. Anderson said a Bachelor's degree, but they look for a person with experience or a Master's degree. Legislator Burt asked if the duties can be absorbed by other staff. Dr. Anderson said no. The person retired on Friday, and he has already authorized over time for the staff including the supervisor. The request was approved on a motion by Legislator Root, seconded by Legislator O'Grady, and carried. **Refer to Ways & Means**

**New Business****Lead Pipes**

Health Director Lori Ballengee introduced Director of Environmental Health Tyler Shaw. Mr. Shaw has researched lead pipe, and gave a brief presentation. Legislator LaForge noted this is important because of the issue in Flint, Michigan, and Hoosick Falls, New York. Mr. Shaw said they currently monitor 113 public water supplies. He said they issue permits for over 400 facilities in the County. Mr. Shaw distributed the EPA Statement on Private Wells in The Town of Hoosick and Village of Hoosick Falls, New York.

Currently the Environmental Protection Agency (EPA) has a lead and copper rule that requires the County to monitor levels in the public water supply. He said it is a problem across

the State because of the aging infrastructure. Mr. Shaw described the reporting process. He said they report to the State by entering water sample information into the State database. The EPA also monitors that database. Legislator Hopkins asked about the education effort towards children about the dangers of lead and lead paint. Mr. Shaw said the public educators do outreach to children 0-6 years old. He noted this is where they see the most effects of lead. Adults and pets can still get lead poisoning, but they mostly experience gastro-intestinal issues. Legislator Healy asked if children are tested. Director of Health Lori Ballengee said at age 1 and 2.

Legislator LaForge asked Mr. Shaw to elaborate on the Flint, Michigan, problem and how the New York State Department of Health requires corrosive treatment. He noted it was absent in Flint, and that caused the problem. Mr. Shaw said Flint switched the water supply from the Detroit Water Authority to the Flint River based on the emergency manager's decision. They did not do any source water quality analysis. They did not do any sampling of the river for baseline information. New York State doesn't allow someone to change the water source without doing baseline testing. Baseline testing provides parameters to see what is safe for the public and what is not.

Legislator LaForge asked about Hoosick Falls, New York. Mr. Shaw hopes the State is involved in reassuring the public it is being taken care of. Legislator Decker asked what PFOA means. Mr. Shaw stated it is Perfluorooctanoic Acid which is a by-product of plastic. He noted it is not a new chemical, and has been used since 1940.

Mr. Shaw encourages the public if they have any questions about their water source on a public water system, they can send a request. He noted one municipality posts their monthly results on their website. Clerk of the Board Brenda Rigby Riehle asked if they do testing for wells or springs. Mr. Shaw replied yes.

### **Zika Virus**

Director of Patient Services Laurie Hennessy gave a brief update on the Zika virus. Public Health Director noted the situation is changing daily. Ms. Hennessy said the Zika virus is caused by certain mosquitos. The mosquito bites you, and you become infected. You can be asymptomatic or have symptoms. She noted it is dangerous for pregnant women. They are trying to find a way to prevent it because there isn't a vaccine or medication. Ms. Hennessy stated they have alerted the labs because the Governor put out a notice today those pregnant women who are symptomatic and asymptomatic but traveled can have their labs sent to the Wadsworth Center for free. Ms. Hennessy said they put a link on the Health Department website that has a Zika fact sheet and who to call. Legislator Hopkins asked about the area of travel that is of concern. Ms. Hennessy said South America.

Ms. Hennessy said they do not have any confirmed cases in Allegany County. Legislator Burt believes there are 3 confirmed cases in New York State. Ms. Hennessy believes there have been 11 confirmed cases. These individuals had traveled to areas of concern. She added a person in Texas was diagnosed with the virus through sexual transmission. Legislator Decker asked about it being sexually transmitted while the person is infected. Ms. Hennessy said yes, but the recommendation is if you are pregnant and your significant other travels to a country in question, they should use precautions for the duration of the pregnancy. Legislator Burt asked what the symptoms are. Ms. Hennessy said it could be a rash, fever, muscle aches and pains, conjunctivitis, and is rarely fatal. Legislator Graves asked how long it stays in your system. Ms. Hennessy said they are not sure how long. Some say 7 days, others say 21 days. Legislator Graves asked if there are any mutations. Ms. Hennessy said no one has mentioned any mutations.

### **Good of the Order**

Legislator LaForge stated he returned from the New York State Association of Counties (NYSAC) conference in Albany. He attended the following sessions:

- The Steering Committee for the Department of Health and the Steering Committee for the Department of Social Services.
- Plug in to Broadband.
- Workshop on applying for municipal restructuring funds. The Governor is supposed to make \$150 million available for that purpose.
- Sales tax revenue.
- Legislator LaForge said there was a nice compliment to Allegany County at the livability economy session put on by the AARP about structuring communities where people can live their whole life in the same house. They complimented Allegany County's transportation system, and how innovative it is for a small county.
- Heroin report
- Feed people not landfills.

Legislator LaForge said if anyone is interested, he is willing to talk about his impressions of the conference.

### **Adjournment**

There being no further business to come before the committee, the meeting was adjourned at 4:02 p.m. following a motion by Legislator Burt, seconded by Legislator Decker, and carried.

Respectfully submitted,  
Rebecca Scott, Secretary to the Clerk of the Board  
Allegany County Board of Legislators

**HUMAN SERVICES COMMITTEE**

**March 2, 2016**

**NOT APPROVED**

**Committee Members Present:** K. LaForge, D. Pullen, S. Burt, J. Hopkins, C. Jessup, T. O’Grady, D. Root, C. Crandall (Absent: D. Decker)

**Others Present:** L. Ballengee, H. Budinger, P. Curran, M. Gasdik, V. Grant, K. Graves, D. Healy, R. Hollis, K. Hooker, C. Knapp, J. Margeson, T. Miner, B. Riehle, R. Scott, T. Shaw, J. Tomasi

**Media Present:** No media present.

**Call to Order:** The meeting was called to order at 3:02 p.m. by Human Services Committee Chairman Kevin LaForge.

**Approval of Minutes**

A motion was made by Legislator Jessup, seconded by Legislator Root, and carried to approve the Human Services Committee minutes of February 4, 2016.

**Health Department**

**Corporate Compliance**

Health Director Lori Ballengee reported there were no complaints and no investigations last month.

**Accept and Re-Appropriate Women’s Health Initiative Grant for Cancer Services**

Ms. Ballengee requested a resolution to re-appropriate a Women’s Health Initiative Grant for the Cancer Services Program for the 2016 Budget year, Grant year of April 1, 2015, to March 31, 2016.

Appropriations:

A4071.206	Cancer Services Program – Health Equipment	\$ 5,500
A4071.401	Cancer Services Program – Postage	\$ 6,178
A4071.408	Cancer Services Program – General Supplies	\$ 2,127
A4071.424	Cancer Services Program – Legal Advertising	\$ 6,000
A4071.406	Cancer Services Program – Insurance	<u>\$ 290</u>
	Total:	\$20,095

Revenue:

A4071.3401.00	State Aid – Public Health	\$20,095
---------------	---------------------------	----------

The request was approved on a motion by Legislator Root, seconded by Legislator Hopkins, and carried. **Refer to Ways & Means**

**Request to Fill Public Health Sanitarian**

Ms. Ballengee requested permission to fill a Public Health Sanitarian (AFSCME, Grade 20, Step Base) position. This vacancy is the result of a retirement. This position is critical to operating the Environmental Health Programs. It is a high-level position responsible for complex testing, inspections, and investigations. The salary will be covered 100 percent by Article 6

funding and other grants. The fringe is non-Article 6 eligible, so 100 percent of the fringe will be a County expense. The request was approved on a motion by Legislator Pullen, seconded by Legislator Hopkins, and carried. **Refer to Ways & Means**

#### **Request to Fill Public Health Technician**

Ms. Ballengee requested permission to fill a Public Health Technician (AFSCME, Grade 13, Step Base) position. This position is critical to operating the Environmental Health Programs. It is a versatile position that can provide clerical support and perform basic environmental health functions. The salary will be covered 100 percent by Article 6 Funding and other grants. The fringe is non-Article 6 eligible, so 100 percent of the fringe will be a County expense. The request was approved on a motion by Legislator O'Grady, seconded by Legislator Jessup, and carried. **Refer to Ways & Means**

#### **Request to Fill Public Health Educator**

Ms. Ballengee requested permission to fill a Public Health Educator (AFSCME, Grade 17, Step Base) position. The specific duties for the Public Health Educator include education, outreach, and recruitment for the Allegany County Department of Health Family Planning Program. The funding for this position is from New York State Department of Health Family Planning Program and New York State Department of Health General Public Health Works/ Article 6. Legislator Hopkins asked about the education requirement for this position. Ms. Ballengee stated a candidate needs to have a minimum of a Bachelor's Degree in Health Education or a health-related field. The request was approved on a motion by Legislator Root, seconded by Legislator Pullen, and carried. **Refer to Ways & Means**

#### **Monthly Report**

Ms. Ballengee said she will probably have a request to create and fill another Educator position at next month's meeting. She noted this position would be strictly for general public health education.

Ms. Ballengee also said she is in favor of all the New York State Association of Counties' (NYSAC) resolutions that are health related. Legislator Pullen asked about any health-related issues with the Zika virus. Ms. Ballengee noted there haven't been any cases in Allegany County. All testing for Zika has to be approved by the Health Department, and they have not had anyone ask to be tested.

#### **Office for the Aging**

#### **Monthly Report**

Director Madeleine Gasdik pre-filed her monthly report. Legislator Graves asked if there was anything to take note of, or if there were any trends developing. Ms. Gasdik replied no. Ms. Gasdik distributed the Senior Forum agenda and suggested questions to the Legislators. If anyone is interested in attending, please notify Ms. Gasdik. She noted the suggested questions will be reviewed by the Advisory Council tomorrow. If there are any changes to the questions, she will send them to the Legislators. Legislator Pullen talked about attending a previous Senior Forum where one of the largest concerns was the drug epidemic, and the danger the drug dealers were presenting to them. He said he was surprised. At the time, Sheriff Whitney was not aware of any incident involving a senior citizen and any drug problem. Legislator O'Grady stated the Wellsville Police Department has had two cases effecting seniors within the last six to eight months. Ms. Gasdik stated they had two cases, but not in Wellsville. Legislator Pullen said the forum was very informative, and he encouraged people to attend.

Ms. Gasdik distributed a poster for some Office for the Aging programs, including Tai Chi. She also stated New York State Office for the Aging has a certification process for staff providing health insurance counseling. All of her staff passed with flying colors the first time they took the test. She noted the staff has to take the test every year. Ms. Gasdik said now there is a certification process for Case Managers. They have to be certified by September 30, 2016.

Ms. Gasdik announced Friday is National Staff Appreciation Day. So, they have had Staff Appreciation Week at the Office for the Aging. They have had theme days including crazy hat day and crazy sock day. Every day there is a riddle, which takes about five to ten minutes to complete. Today, there was a dish to pass, and everyone received a stress kit that included bubble wrap, a medal, and a noise maker. Ms. Gasdik stated it is going over very well, and the staff are feeling appreciated.

### **Accept and Re-Appropriate Federal BIP Grant**

Ms. Gasdik requested a resolution to re-appropriate funding from the 2015 Budget. The Federal Balancing Incentive Program (BIP) Grants runs from April 1, 2014, to December 31, 2016. The total grant is for \$223,711. They have spent \$97,624 of the grant as of December 31, 2015, leaving \$126,087 remaining. She has budgeted \$113,000 in BIP funding for 2016. The difference between \$126,087 and \$113,000 is \$13,087. The Office for the Aging needs to re-appropriate the \$13,087. They will use the funding to cover salaries for existing Office for the Aging Staff through 2016, replace older computers, and buy iPads for staff members who go out on home visits. They will use the iPads for assessments.

#### Appropriations

A6790.101	OFA Balancing Incentive Program – Reg. Pay	\$ 7,000
A6790.201	OFA Balancing Incentive Program – Office Equipment	\$ 3,600
A6790.401	OFA Balancing Incentive Program – Postage	\$ 550
A6790.802	OFA Balancing Incentive Program – Retirement	\$ 1,120
A6790.803	OFA Balancing Incentive Program – F.I.C.A.	\$ 535
A6790.804	OFA Balancing Incentive Program – Worker's Comp	\$ 140
A6790.805	OFA Balancing Incentive Program – Disability	\$ 142
	Total:	\$13,087

#### Revenue:

A6790.4772.6790	Fed Aid -OFA Balancing Incentive Program	\$13,087
-----------------	--	----------

The request was approved on a motion by Legislator Jessup, seconded by Legislator O'Grady, and carried. **Refer to Ways & Means**

### **Request Permission to Apply for Direct Care Worker Program**

Ms. Gasdik requested permission to apply for a Direct Care Worker Program in the amount of \$35,265. It provides up to 2 percent salary and related fringe benefit increases to Luncheon Center Managers and HDM Drivers. Salary increases that took effect on or after January 1, 2015, are eligible to use as a basis for claiming reimbursement. The Board of Legislators must approve a resolution attesting that the funding received will be used solely to support salary-related fringe benefit increases for direct care staff. Ms. Gasdik noted this grant was approved in the past, but the resolution had specific dates. She said this year's resolution should only say Direct Care Worker Grant in case it is extended another year. The request was approved on a motion by Legislator Root, seconded by Legislator Pullen, and carried. **Prepare Resolution**

**Budget Transfer**

Ms. Gasdik requested a resolution to transfer funds in the amount of \$2,000 within the Medicare Improvements Patient/Providers Act (MIPPA) Grant. These transfers are needed to match the 2016 Federal MIPPA Grant.

From:	To:
A6774.101 OFA Medicare Improv. – Reg. Pay \$2,000	A6774.401 OFA Medicare Improv. – Postage \$ 300
	A6774.402 OFA Medicare Improv. – Mileage \$ 200
	A6774.416 OFA Medicare Improv. – Phone \$ 500
	A6774.424 OFA Medicare Improv. – Ads <u>\$1,000</u>
	Total: \$2,000

The request was approved on a motion by Legislator Burt, seconded by Legislator Root, and carried. **Prepare Resolution**

**Request Permission to Fill Nutrition Services Coordinator**

Ms. Gasdik requested permission to fill a Nutrition Services Coordinator (PEF, Grade 6, Step Base) position. This position is responsible for the planning and direction of the nutrition program for the elderly (Meals on Wheels) in Allegany County. New York State Office for the Aging (NYSOFA) regulations require that nutrition counseling, and administration of the meals program be done by a nutrition professional, defined as a Registered Dietician (RD), a Registered Dietician – Eligible (RDE), NYS Certified Dietician-Nutritionist (DCN), or a Dietetic Technician – Registered (DTR). This position will enable seniors to continue to receive a healthy, nutritious meal delivered to their home five-days a week or at a Luncheon Center. This position is a result of a retirement. Ms. Gasdik said there is money in the budget for overlap, so the new person can receive training from the person retiring. She noted there is a current list with only 3 individuals on the list. There was discussion about the difficulties of finding a person for this position because it is specialized, and the salary is not competitive with the private sector. Legislator Healy asked if they could contract with someone. Ms. Gasdik stated they have to work at least ten hours a week. Legislator Hopkins suggested contacting a Family and Consumer Science teacher who may be interested in working part-time. The request was approved on a motion by Legislator Hopkins, seconded by Legislator O’Grady, and carried.

**Refer to Ways & Means**

**Appointment to the Office for the Aging Citizens Advisory Council**

The Chairman of the Board plans to appoint Vicki Grant of Houghton as an Over 60 member of the Citizens Advisory Council to the Office for the Aging for a three-year term commencing immediately and expiring December 31, 2018, subject to confirmation by the Board of Legislators. The request was approved on a motion by Legislator Jessup, seconded by Legislator Hopkins, and carried. **Prepare Resolution**

**Department of Social Services****Monthly Report**

Commissioner Vicki Grant pre-filed her monthly report. Legislator O’Grady asked about PINS reform. Ms. Grant stated it is individuals that have been referred for PINS, and they try to work with Probation so they don’t go further into the system. She noted they pay for one and a half Probation Officers to work with the Caseworkers. Legislator Root asked how Code Blue



has impacted her department. Ms. Grant reported they have had an increase in calls, and people are taking advantage. She said she received an email from the Office for the State Comptroller stating they were going to inspect homeless shelters yesterday. She has not heard of the results.

Legislator LaForge asked if they have seen any decline in the people receiving Supplemental Nutrition Assistance Program (SNAP) because of the changes. She said the number of people affected by the change is about 240 people. Ms. Grant stated they probably won't see anything until after March.

Ms. Grant reported she was notified that they did not get the Family Treatment Program, and they were disappointed. She stated her Department recently passed a State audit that was very difficult to pass. Ms. Grant commented the staff did a great job.

### **Back-Fill Report for February 2016**

Ms. Grant pre-filed the back-fill report for February. She reported the following positions were appointed in the Department of Social Services as a result of a first step or a back-fill situation.

- Director of Temporary Assistance
- Child Support Coordinator
- Senior Support Investigator
- Three Support Investigators (three are back-fill)
- Grade B Supervisor – Foster Care
- Senior Caseworker (back-fill)
- Senior Typist (back-fill)
- Social Welfare Examiner (back-fill)

### **Request to Fill Senior Caseworker Position**

Ms. Grant requested permission to fill a Senior Caseworker (AFSCME, Grade 17, Step minimum – Step 7) position. This vacancy is the result of a retreat to former position. This position is in the Services Unit and is responsible for ensuring the health, welfare, and safety of children. This position is 36 percent Federal funds, and 14 percent State funding. Ms. Grant explained that a Senior Caseworker works in the Child Protective Services Unit. The request was approved on a motion by Legislator Root, seconded by Legislator Pullen, and carried.

**Refer to Ways & Means**

### **Request to Fill Caseworker Position**

Ms. Grant requested permission to fill a Caseworker (AFSCME, Grade 16, Step minimum) position. This vacancy is the result of a resignation. This position is in the Services Unit, and is responsible for ensuring the health, welfare, and safety of children. This position is 36 percent Federal funds, and 14 percent State funding. The request was approved on a motion by Legislator Hopkins, seconded by Legislator Root, and carried. **Refer to Ways & Means**

### **Request to Fill Social Welfare Examiner Position**

Ms. Grant requested permission to fill a Social Welfare Examiner (AFSCME, Grade 11, Step minimum - Step 3) position. This vacancy is the result of a termination. This position is in the Temporary Assistance Unit, and is responsible for interviewing clients, determining eligibility, and authorizing the appropriate benefits. This position is 50 percent Federal funds, and 6 percent State funding. The request was approved on a motion by Legislator Jessup, seconded by Legislator Pullen, and carried. **Refer to Ways & Means**

### **Executive Session**

Department of Social Services Commissioner Vicki Grant requested an Executive Session to discuss the employment history of a particular person. The Committee entered executive session at 3:35 p.m. on a motion by Legislator Root, seconded by Legislator Jessup, and carried. The Committee exited executive session at 4:28 p.m. on a motion by Legislator Root, seconded by Legislator Pullen, and carried.

### **Good of the Order**

Legislator Burt announced there is an eight-page article in tomorrow's *Men's Journal* about Bobby Gunn and Bare Knuckle Boxing. There will be a follow-up on the Bare Knuckle Boxing Hall of Fame in about a month. There will also be two stories about it in the *Rolling Stones* magazine. The articles help gain notoriety, and shows that it is not a barbaric sport. Legislator Burt noted it is actually safer than gloved boxing.

### **Adjournment**

There being no further business to come before the committee, the meeting was adjourned at 4:30 p.m. following a motion by Legislator Root, seconded by Legislator O'Grady, and carried.

Respectfully submitted,  
Rebecca Scott, Secretary to the Clerk of the Board  
Allegany County Board of Legislators

## **HUMAN SERVICES COMMITTEE**

**APRIL 6, 2016**  
**NOT APPROVED**

**Committee Members Present:** K. LaForge, D. Pullen, S. Burt, D. Decker, J. Hopkins, C. Jessup, T. O'Grady, D. Root, C. Crandall

**Others Present:** R. Anderson, L. Ballengee, H. Budinger, M. Gasdik, K. Graves, D. Healy, R. Hollis, J. Margeson, T. Miner, D. Quinn, D. Rahr, B. Riehle, T. Ross, R. Sobeck-Lynch, J. Tomasi

**Media Present:** B. Quinn, *Wellsville Daily Reporter*

**Call to Order:** The meeting was called to order at 3:02 p.m. by Human Services Committee Chairman Kevin LaForge.

### **Approval of Minutes**

A motion was made by Legislator Deb Root, seconded by Legislator Jessup, and carried to approve the Human Services Committee minutes of March 2, 2016, as amended. The following amended was authorized: Ms. Gasdik distributed a flyer for the Senior Forum. Instead of Ms. Gasdik distributed a poster for some Office for the Aging programs, including Tai Chi.

### **Health Department**

Public Health Director Lori Ballengee announced that she had to cancel the Corporate Compliance Meeting, and this meeting will be rescheduled. She also indicated there were no complaints and no items investigated.

The Health Department was awarded the Susan G. Komen Grant in the amount of \$17,610.00 for use in the Cancer Services program of Allegany and Cattaraugus Counties. Public Health Director Ballengee asked the committee for a resolution to accept and appropriate the funds. A motion was made by Legislator Deb Root to accept and appropriate the Susan G. Komen Funds. This motion was seconded by Legislator Judy Hopkins and carried. **Refer to Ways and Means**

Mrs. Ballengee reviewed the new environmental health fee schedule and the fee reduction request form which had been approved by the Board of Health at their March 16, 2016, meeting.

Mrs. Ballengee requested permission to apply for a CAPP Grant (Comprehensive Adolescent Pregnancy Prevention). The deadline to apply for this grant is May 1, 2016. This grant provides services and education to our adolescent population. A motion was made by Legislator O'Grady to give permission to apply for the CAPP grant. This motion was seconded by Legislator Root and carried. **Refer to Ways and Means**

Mrs. Ballengee requested permission to create and fill a Public Health Educator position. This position will provide general public health education and develop a wellness program for County employees to help reduce costs of employee/retiree health insurance. A motion was made by Legislator Deb Root to create and fill the Public Health Educator position. This motion was

seconded by Legislator Hopkins, and carried. **Prepare a Resolution and Refer to Ways and Means for Approval to Fill**

Mrs. Ballengee requested permission to fill the position of the Secretary to the Public Health Director. The person in this position is retiring. A motion was made by Legislator Deb Root to fill the position of Secretary to the Public Health Director. This motion was seconded by Legislator David Pullen and carried. **Refer to Ways and Means**

Mrs. Ballengee requested permission to create and fill the position of Account Clerk Typist. This person will be responsible for financial reporting and accountability for payroll, accounts payable audit, and credit card activity. A motion was made by Legislator Tim O'Grady to create and fill the position of Account Clerk Typist. This motion was seconded by Legislator Charles Jessup and carried. **Prepare Resolution and Refer to Ways and Means for Approval to Fill**

Mrs. Ballengee presented a proposed lease agreement with Sanzo GT, LLC for office space to house the Cancer Services Program of Allegany and Cattaraugus Counties. This office space along with utilities would cost less than the office space which is currently being leased. A motion was made to accept the lease agreement with Sanzo GT, LLC for office space. This motion was seconded by Legislator Deb Root and carried. **Prepare Resolution**

### **Office For the Aging**

Madeleine Gasdik, Director for Office for the Aging, thanked everyone who attended the Senior Forum and public hearing. Madeleine Gasdik disseminated her monthly report for the committee to review. Madeleine entertained questions regarding the monthly report. Madeleine indicated 144 clients were served in the month of February 2016. Almost \$116,000 in refunds was received in February 2016.

### **Department of Social Services**

Julie Tomasi, Deputy Director for Social Services, entertained questions on her February monthly report. Alcohol and drug issues are becoming an increasing problem. Julie reported a Principal Social Welfare Examiner position was backfilled. Julie reported April is Child Abuse Prevention month. DSS will once again be planting a pinwheel garden in front of the Courthouse in recognition of Child Abuse Prevention month. They will also be participating in a Wear Blue Day on April 20<sup>th</sup>. Julie encouraged everyone to check on their neighbors. Offer babysitting to give them a break and offer support. Last year there was an increase in faith based community groups who offered to help with child abuse prevention. May is Foster Care Prevention month. Social Services offers support to foster families.

### **Reappointment to Board of Health**

The six year term of Dr. Leo Cusumano as a member of the Board of Health expires July 7, 2016. The Board of Health would like to reappoint Dr. Cusumano to serve another six-year term commencing July 8, 2016, and expiring July 7, 2022. A motion was made by Legislator David Pullen to reappoint Dr. Cusumano to another term. This motion was seconded by Legislator Charles Jessup, and carried. **Prepare a Resolution**

### **NYSAC Resolutions**

A resolution regarding General Public Health Work, Article 6 State Aid Reimbursement indicates an increase from \$650,000 to \$750,000. Due to the changes at the State level, it is difficult for local health departments to reach this amount. Legislator David Pullen made a motion to approve this resolution. This motion was seconded by Legislator Tim O'Grady and carried.

#### **Prepare a Resolution**

A resolution regarding Rabies Prevention calls for the Governor to increase funding available to counties for rabies awareness and vaccination in the 2016-17 State budgets. Post exposure rabies treatment is very expensive and usually costs about \$5,000 a series. A motion was made by Legislator Charles Jessup to approve this resolution. This motion was seconded by Legislator Tim O'Grady and carried. **Prepare Resolution**

### **Attorney/Client Session**

A motion was made by Legislator Root, seconded by Legislator Burt, and carried to go into an attorney/client session at 4:10 pm. Immediately following discussion, a motion was made by Legislator Burt, seconded by Legislator Jessup, and carried to exit attorney/client session and return to the regular meeting at 4:30 p.m.

### **Community Services – Budget Adjustment**

Community Services Director Dr. Robert Anderson requested a resolution to accept and appropriate federal funding from A4310.409 (Fees) account to A4310.4490.00 (Federal Salary Sharing) in the amount of \$48,047. A motion was made to accept and appropriate this federal funding by a motion from Legislator David Pullen. This was seconded by Legislator Tim O'Grady, and carried. **Refer to Ways & Means**

Lori Ballengee asked the committee if she could make a salary adjustment from base to step one for a Medical Records Computer Operator position before she offered the position to a prospective employee. A motion was made by Legislator David Pullen to approve this salary adjustment. This was seconded by Legislator Tim O'Grady, and carried.

### **Old Business**

There was no old business to come before the committee.

### **New Business**

There was no new business to come before the committee.

### **Adjournment**

A motion was made by Legislator Scott Burt to adjourn the meeting. This was seconded by Legislator Tim O'Grady and carried. The meeting was adjourned at 4:41pm.

Respectfully submitted,  
Janet Norris

## **HUMAN SERVICES COMMITTEE**

**MAY 4, 2016**

**NOT APPROVED**

**Committee Members Present:** K. LaForge, D. Pullen, S. Burt, D. Decker, J. Hopkins, C. Jessup, D. Root, and C. Crandall.

**Others Present:** D. Healy, K. Graves, R. Anderson, L. Ballengee, M. Gasdik, J. Margeson, T. Miner, B. Riehle, T. Ross, and J. Tomasi.

**Call to Order:** The meeting was called to order at 3:07 p.m. by Human Services Committee Chairman Kevin LaForge.

### **Approval of Minutes**

A motion was made by Legislator Charles Jessup, seconded by Legislator David Pullen, and carried to approve the Human Services Committee Minutes for April 6, 2016.

### **Health Department**

Lori Ballengee, Public Health Director, reported there were no updates to report regarding Corporate Compliance. Lori reminded all the committee members an email would be sent to all of the committee members who have not already completed the Corporate Compliance Training. The training must be completed to satisfy the rules and regulations and laws for OMIG (Office of the Medicaid Inspector General).

Lori requested a resolution to accept and appropriate CAPP (Comprehensive Adolescent Pregnancy Prevention) Grant Funding from ACCORD. The grant is a six-month extension of the existing grant and covers the period of January through June 2016 for the Family Planning Program 2016 Budget and grant years. The amount of the award is \$7,725. A motion was made by Legislator Root, seconded by Legislator Decker, and carried to accept and appropriate the CAPP grant money. **Refer to Ways and Means**

Mrs. Ballengee requested a resolution to accept and appropriate COLA money for the WIC program for the 2016 Budget year, 2015-16 grant year (April 1, 2015-March 31, 2016). The amount of the award is \$26,974. A motion was made by Legislator Pullen, seconded by Legislator Hopkins, and carried to accept and appropriate COLA money for the WIC program. **Refer to Ways and Means**

Mrs. Ballengee also requested permission to enter into a contract with the Monroe County Medical Examiner's office to perform all forensic autopsies and activities deemed necessary by the District Attorney's Office and Law Enforcement officials. These are specialized autopsies that Olean General Hospital does not perform. A motion was made by Legislator Decker, seconded by Legislator Root, and carried to enter into a contract with the Monroe County Medical Examiner's office. **Prepare a Resolution**

Mrs. Ballengee reported influenza cases are on the decline. There have been three pediatric deaths this season.

Mr. Decker thanked Lori for moving the Allegany County Cancer Services program and offices to Cuba. That is a more central location.

Lori reported the person hired for the MRCO position has left the position, and she requested permission to fill the MRCO position for the Cancer Services Program. A motion was made by Legislator Decker, seconded by Legislator Hopkins, and carried to fill the MRCO position for the Cancer Services Program. **Refer to Ways and Means**

### **Office for the Aging**

Madeleine Gasdik, Director of the Office for the Aging, disseminated her monthly report to the committee for their review.

Ms. Gasdik requested permission to fill an Aging Services Specialist position. This is a full time permanent position. She indicated she would wait until the civil service exam was given and hire at that time. A motion was made by Legislator Jessup, seconded by Legislator Decker, and carried to fill the position of Aging Services Specialist. **Refer to Ways and Means**

Ms. Gasdik permission to fill a Senior Account Clerk Typist position. This is a temporary, full-time position. The person who currently holds this position is out on medical leave. Legislator Decker made a motion, seconded by Legislator Jessup, and carried to fill this position. **Refer to Ways and Means**

Ms. Gasdik also requested permission to fill a temporary Typist position. The person hired for this position will work two days a week from noon until four (4pm). A motion was made by Legislator Root, seconded by Legislator Decker and carried to fill this position. **Refer to Ways and Means**

Ms. Gasdik requested a resolution to approve a Total Senior Care contract for the Alzheimer's Respite Grant. It was noted there is a new Total Senior Care center located in Wellsville in addition to the Olean location. Both locations offer respite care to caregivers of seniors afflicted with Alzheimer's disease. This Alzheimer's Respite grant is one hundred percent (100%) Department of Health funded. This care is desperately needed for caregivers and their family member who has Alzheimer's. A motion was made by Legislator Decker, seconded by Legislator Jessup, and carried to approve this contract with Total Senior Care. **Prepare a Resolution**

The Alzheimer's Respite Grant also allows for institutional respite care for episodic care over 5 years. Madeleine asked for a resolution to sign a contract with Absolut Care of Houghton LLC for Respite Care. The request was approved on a motion by Legislator Root, seconded by Legislator Decker, and carried. **Prepare a Resolution**

Ms. Gasdik reported a new project working with a traveling vegetable market which would travel to senior luncheon sites around the County. This traveling market would bring the vegetables to the seniors and make it easier for them to access fresh produce. The Office for the Aging offers food market coupons to seniors. In 2014 only 68½ percent of the food market coupons were redeemed. In 2015, Allegany County Seniors redeemed 51 percent of the food market coupons. Southern Tier West interns will sign up to give out the coupons. May 6 will be the deadline for volunteers to sign up.

### **Department of Social Services**



Julie Tomasi, Deputy Director for the Department of Social Services, disseminated her monthly report for the committee to review. Julie indicated there were 3 Social Welfare Examiner positions back filled as well as 1 Senior Care Manager position back filled.

Ms. Tomasi reported May as Foster Care Recognition Month. Social Services recognizes many relatives of children become foster parents. It was noted there is still a great need for foster parents. Non-relatives are not stepping up to the plate to become foster parents. There are classes people can attend who wish to become foster parents. It's a big commitment to become a foster parent.

### **Community Services**

Dr. Robert Anderson, Director of Community Services, asked to have \$49,850 in funds from the Children's HIT Start up Grant accepted and appropriated. The money will be used for Information Technology equipment that would allow care managers to go into the communities to meet with clients and work more efficiently. This new equipment would allow them to scan and print documents on site. A motion was made by Legislator Jessup, seconded by Legislator Root, and carried to accept and appropriate the funds. **Refer to Ways and Means**

Dr. Anderson asked the committee if he could submit a proclamation for the next meeting to recognize May as Mental Health Month. Permission was granted.

### **Allegany County Heroin & Opioid Abuse AD Hoc Committee Update**

Judith Hopkins, Chair for the Allegany Heroin & Opioid Ad Hoc Committee, indicated they met for the first time on April 27, 2016. She indicated members accepted readily to be a part of the committee. She indicated this is meant to be a small group. She read the list of members of this committee which includes the following:

**Lori Ballengee**-Allegany County Public Health Director

**Marc Chamberlain**-Lead Pastor for the Genesis Bible Church

**Mike Damiano**-Executive Director for Allegany County ARC and Allegany Rehabilitation Center

**Leslie Haggstrom**- 1<sup>st</sup> Assistant County Attorney-Representative for Allegany County DSS in Abuse and Neglect

**Judith Hopkins**-Legislator for the Allegany County Board of Legislators

**Kevin LaForge**- Legislator for the Allegany County Board of Legislators

**Greg Muscato**-Vice President and Director of Human Resources for ARVOS

**Tim O'Grady**-Chief of Police for the Wellsville Police Department

**Brenda Rigby Riehle**-Clerk of the Board for the Allegany County Board of Legislators

**Dr. Ravo Root**-Superintendent for the Fillmore Central School District

The Committee Charges have been identified as follows:

1. Seek impactful ways to educate the public about this heroin and opioid epidemic. (Speaker bureau, memory board, press releases, public events, school programs, etc.)
2. Identify tangible goals toward reduction of use/abuse of heroin. Coordinate with local task force and stakeholders to build effective strategies to reduce/eliminate local heroin and opioid abuse.
3. Develop legislative strategies at the County and State levels that can develop effective prevention and treatment options.

4. Seek and secure funding streams that can benefit Allegany County programs for public awareness, education, and treatment of heroin and opioid drug abuse.
5. Review/interpret available statistics regarding heroin and opioid and opioid abuse in Allegany County, WNY region and New York State. Final ways to improve ways of sharing statistics and information among stakeholder groups.
6. Investigate/develop effective strategies for the use of Narcan that will encourage and facilitate treatment options.

It was decided to have a meeting every two weeks. The next meeting of the Allegany Heroin and Opioid Abuse Ad Hoc Committee will meet on May 12, 2016, from 1:00 p.m. until 2:00 p.m. in the Legislative Chambers. Mrs. Hopkins noted she would like to have members of the community speak. Chris Morsman, Probation Officer for Allegany County, would like to speak at the next meeting.

Kim Strauser spoke with David Decker about the possibility of holding a Town Hall meeting after the regular Board of Legislators meeting at the Allegany County Fair. Chairman Curt Crandall asked the committee for approval to hold a town hall meeting and refer this to the Allegany County Heroin and Opioid committee to work out the details of the Town Hall meeting. A motion was made by Legislator Decker, seconded by Legislator Pullen, and carried to allow a Town Hall meeting to be held at the Allegany County Fairgrounds during the fair after the Board of Legislators hold their meeting. **Refer to the Allegany County Heroin and Opioid Ad Hoc Committee**

#### **Old Business**

There was no old business to come before the committee.

#### **New Business**

There was no new business to come before the committee.

#### **Good of the Order**

There was no business to be discussed.

#### **Adjourn**

With there being no further business to be discussed, a motion was made by Legislator Burt, seconded by Legislator Decker, and carried to adjourn the meeting at 4:07 p.m.

Respectfully submitted,  
Janet Norris  
Secretary to the Public Health Director



**HUMAN SERVICES COMMITTEE MEETING**  
**JUNE 1, 2016**  
**NOT APPROVED**

**Members Present:** K. LaForge, D. Pullen, S. Burt, D. Decker, J. Hopkins, C. Jessup, D. Root, T. O'Grady C. Crandall

**Others Present:** T. O'Grady, K. Graves, M. Healy, D. Fanton, R. Hollis, M. Gasdik, V. Grant, C. Knapp, T. Miner, T. Shaw, L. Ballengee

**Media Present:** Brian Quinn, Wellsville Daily Reporter, Bob Clark, Olean Times Herald

**Call to Order:** The meeting was called to order by Legislator Chairman Kevin LaForge at 3:00 p.m.

**Approval of Minutes**

The minutes from the May 4, 2016 meeting were approved by a motion from Legislator Decker and seconded by Legislator Root and carried.

**Health Department**

Public Health Director, Lori Ballengee, indicated there was nothing new to report regarding Corporate Compliance at this time.

There is a request from Barbara Graves to increase the rent for the Family planning site from \$537.95 to \$551.40 a month. This amounts to a 2.5% increase in rent. A motion was made by Legislator Deb Root to approve this increase in rent and seconded by Legislator David Decker and carried. **Refer to Ways and Means and Prepare a Resolution**

The Health Department is requesting to transfer funds from the following accounts:

From: Tobacco Awareness Health Contracts A4051.4.56 =\$950

To: Tobacco Awareness Health Equipment A4051 2.06=\$950

This transfer is being requested to cover the cost of purchasing 4 pvc bases for the no smoking signs. A motion was made by Legislator Decker and was seconded by Legislator Pullen to approve the transfer and carried. **Refer to Ways and Means and Prepare a Resolution**

The Health Department is requesting to create and fill a Women's Infants and Children's (WIC) nutritionist. This is a position that is required by the New York State Department of Health. The candidate for this position will need to be able to write food packages, and work with infants as well as high risk infants. The minimum qualification for this position is someone who possesses a bachelor's degree. A motion was made by Legislator Root to approve this request and was seconded by Legislator Decker and carried. **Refer to Ways and Means and Prepare a Resolution**

Mrs. Ballengee announced there will be a Rabies Clinic on June 4<sup>th</sup> at the Fillmore Fire Hall as well as a rabies clinic in the rear parking lot of the county campus on July 23, 2016.

### **Office for the Aging**

Madeleine Gasdik, Office for the Aging Director, provided her monthly report for April 2016 for the committee to review.

Ms. Gasdik requested permission to apply for a grant to cover the period of 1/1/2017 to 12/31/2021. This grant will create a local “triple partnership” of mental health, substance use disorder, and aging services providers to innovatively address the unmet needs of older adults for such services. The target population is age 55 and older. Legislator Jessup made a motion to approve this application for a grant and the motion was seconded by Legislator Decker and carried. **Refer to Ways and Means and Prepare a Resolution**

Ms. Gasdik made a request to fill the position of Nutrition Services Coordinator at a higher rate. Newspaper ads have been placed to entice more candidates. Ms. Gasdik indicated she was looking for a certified registered dietician. The request was approved by a motion from Legislator Root and seconded by Legislator Hopkins and carried.

Ms. Gasdik asked permission to have Dr. Joseph Felsen appointed to the Advisory Council for the Office for the Aging. A motion was made by Legislator Hopkins to approve this appointment and was seconded by Legislator Root and carried. **Prepare a Resolution**

Ms. Gasdik announced there will be a meeting held on June 22, 2016 entitled Lottery Scams targeting the Elderly by Shelly Carosella, U.S. Postal Inspector, at the Crossroads Commerce Center. Seniors are invited to attend by calling the Office for the Aging and making a reservation.

### **Department of Social Services**

Vicki Grant, Social Services Commissioner, provided her monthly report for the committee to review.

Ms. Grant requested permission to fill a caseworker position. A motion was made by Legislator Decker to approve this request to fill the caseworker position and was seconded by a motion from Legislator Pullen and carried. **Refer to Ways and Means and Prepare a Resolution**

Ms. Grant reported there is one backfill this month. The support test came back and we will have more backfills. Ms. Grant reported June 15<sup>th</sup> is World Elder Abuse day. Ms. Grant is asking the public to wear purple to show their support. The Department of Social Services will have a table out in the hall on June 13, 2016 with brochures to spread the word on Elder abuse. They will paint your thumb purple so you may show your support against elder abuse and so others will ask you why your thumb is purple and you can share your knowledge you gained from picking up a brochure at the table.

### **Allegany County Heroin and Opioid Abuse Ad Hoc Committee**

Legislator Judy Hopkins, Allegany County Heroin and Opioid Abuse Ad Hoc Chairman, reported the committee has had two meetings since the last Human Services meeting. Dr. Ravo Root and Legislator Hopkins attended a training and this meeting presented some amazing information. Christine Morsman Allegany County Probation Officer, reported at one of the meetings regarding the pretrial release program. Eighty percent of the addicts are held over. There are no detox beds in Allegany County. Addicts have symptoms and are released and they go back and use drugs again and are jailed again. It's a vicious cycle. There are no treatment options for women in the county. We now house more local prisoners than federal prisoners in the Allegany County Jail. At the May 26<sup>th</sup> meeting, we learned about the task force and drug issues in the county and what education is being done within the county. We had a visit from Alison Hunt, District Director from Assemblymen Tom Reed's office, who shared the legislation currently being discussed in the House of Representatives. At one of the meetings a former opioid user spoke to the committee. Chris Ivers, Allegany County Jail Administrator, will be addressing the committee at the next meeting.

### **Adjournment**

There being no further business to come before the committee a motion was made by Legislator Decker to adjourn the meeting at 3:35 p.m. and this motion was seconded by Legislator Pullen and carried.

Respectfully submitted,  
Janet Norris  
Secretary to the Clerk of the Board

## **HUMAN SERVICES COMMITTEE MEETING**

**July 6, 2016**  
**NOT APPROVED**

**Members Present:** K. LaForge, D. Decker, J. Hopkins, C. Jessup, D. Pullen, C. Crandall (Absent: S. Burt, T. O'Grady, D. Root)

**Others Present:** T. Ball (Bonadio), L. Ballengee, T. Boyde, N. Carnes, K. Graves, M. Healy, D. Fanton, K. Hollis, R. Hollis, M. Gasdik, V. Grant, N. Mazza (Bonadio), B. Riehle, T. Ross, J. Tomasi,

**Call to Order:** The meeting was called to order by Legislator Chairman Kevin LaForge at 3:02 p.m.

### **Attorney/Client Session**

A motion was made by Legislator Decker, seconded by Legislator Hopkins, and carried to enter into attorney/client session at 3:02 p.m. Immediately following discussion at 3:45 p.m., a motion was made by Legislator Decker, seconded by Legislator Pullen, and carried to end the attorney/client session and return to the regular meeting.

### **Approval of Minutes**

The minutes from the June 1, 2016, meeting were approved on a motion by Legislator Pullen, seconded by Legislator Decker, and carried.

### **SOCIAL SERVICES**

Social Services Commissioner Vicki Grant stated that there were no big items on her monthly report. Medicaid is slowly going down, but Safety Net is going up. Long-term care is slowly phasing out.

### **Social Services – Request to fill Senior Clerk**

Social Services Commissioner Vicki Grant requested approval to fill a Senior Clerk (AFSCME, Grant 7) position on a temporary basis to cover a medical leave. The position is in the Accounting Unit and is responsible for verifying third party health insurance as well as recovery of revenue in regards to uninsured medical. The position is funded 50 percent with federal dollars, 30 percent with state dollars, and 20 percent with local County dollars. The request was approved on a motion by Legislator Pullen, seconded by Legislator Jessup, and carried. **Refer to Ways & Means Committee**

### **Social Services – Request to Fill Social Welfare Examiner**

Ms. Grant requested approval to fill a Social Welfare Examiner (AFSCME, Grade 11) position due to a termination during the probation period. The position is in the Temporary Assistance Unit and is responsible for determining eligibility and authorizing the appropriate payments. The position is funded 50 with federal dollars, 6 percent with state dollars, and 44 percent with local County dollars. The request was approved on a motion by Legislator Jessup, seconded by Legislator Pullen, and carried. **Refer to Ways & Means Committee**

### **Social Services – Request to Fill Account Clerk Typist**

Ms. Grant also requested approval to fill an Account Clerk Typist (AFSCME, Grade 7) position that has been open for a while. Ms. Grant believes the employee should be able to do some work that will allow higher-level staff to work on other things. The position is funded 52 percent with federal dollars, 10 percent with state dollars, and 38 percent with local County dollars. The request was approved on a motion by Legislator Jessup, seconded by Legislator Decker, and carried. **Refer to Ways & Means Committee**

Ms. Grant indicated that the temporary positions are now gone, and the transition was very helpful. All is going well.

## **HEALTH DEPARTMENT**

### **Health Department – Corporate Compliance**

Public Health Director, Lori Ballengee, indicated there will not be a corporate compliance report this month. Our new County Administrator Tim Boyde will be the Corporate Compliance Officer, which is required.

### **Health Department – Request to Fill WIC Outreach Specialist**

Mrs. Ballengee requested approval to fill a Women, Infants, and Children (WIC) Outreach Specialist (AFSCME, Grade 11, Base-Step 4) position. The position became vacant when the current Outreach Specialist was promoted. The position is essential for marketing and outreach of the WIC Program as well as day-to-day clinic operation. The WIC Program cannot exist without the staff required by the State. The position, salary and fringe, is covered 100 percent by grants and/or Article 6 funding. The WIC Program distributes over \$1 million in checks that are used at local grocery and drug stores, and an additional \$15,000 in checks is given out annually to support local



farmers in Farmers' Market checks. The request was approved on a motion by Legislator Hopkins, seconded by Legislator Decker, and carried. **Refer to Ways & Means Committee**

### **Health Department – Community Outreach Specialist**

Mrs. Ballengee requested approval to fill a Community Outreach Specialist (Non-Union, Grade 4, Base) position due to a resignation effective August 5. The position is critical to finding those that are either not insured or under-insured to receive cancer screenings. The Cancer Services Program provides life-saving cancer screenings and assists with treatment costs for those diagnosed with cancer. The salary and fringe benefit expenses are covered 100 percent by grants. The request was approved on a motion by Legislator Pullen, seconded by Legislator Decker, and carried. **Refer to Ways & Means Committee**

### **Health Department – Acceptance and Appropriation of COLA Money**

Mrs. Ballengee requested a resolution accepting and appropriating \$3,122 in COLA money for the Lead Poisoning Prevention Program for the 2016 Budget year. The grant year runs from October 1, 2016, through September 30, 2017. The COLA will be utilized to fund time spent by the Director of Patient Services in the Lead Poisoning Prevention Program, to purchase Lead Care II test kit supplies, and to pay for office supply purchases including toner cartridges. The funds should be appropriated as follows:

A4010.101 (Health Dept. – Regular Pay)	\$1,721
A4037.407 (Public Health-Lead – Office Supplies)	\$ 401
A4037.408 (Public Health-Lead – General Supplies)	\$1,000

Revenue Account A4037.3437.00 (Public Health-Lead State Aid) \$3,122

The request was approved on a motion by Legislator Jessup, seconded by Legislator Decker, and carried. **Refer to Ways & Means Committee**

Mrs. Ballengee requested a resolution accepting and appropriating \$2,472 in COLA money for the Immunization Program for the 2016 Budget Year. The grant year runs from April 1, 2016, through March 31, 2017. The funds will be utilized to fund wages for the Biller which weren't originally covered by the immunization grant, and to purchase two traceable live Wi-Fi data-logging refrigerator/freezer thermometers. The funds should be appropriated as follows:

A4010.101 (Health Dept. – Regular Pay)	\$1,859
--	---------

A4010.201 (Health Dept. – Office Equipment)	\$ 513
A4056.409 (Immunization Under 24 mo. – Fees)	\$ 100

Revenue Account A4056.3473.00 (Immunizations – State Aid) \$2,472

The request was approved on a motion by Legislator Hopkins, seconded by Legislator Decker, and carried. **Refer to Ways & Means Committee**

Mrs. Ballengee requested a resolution accepting and appropriating \$2,540 in COLA money for the Tobacco Enforcement Program for the 2016 Budget year. The grant year runs from April 1, 2016, through March 31, 2017. The funds will be utilized to purchase additional billboard advertising from LAMAR Advertising for the Adolescent Tobacco Use Prevention Act (ATUPA) and Clean Indoor Air Act (CIAA) Programs. The funds should be appropriated as follows:

A4051.462 (Tobacco Awareness – Health Contracts) \$2,540

Revenue Account A4051.3450.00 (State Aid-Public Health Other) \$2,540

Mrs. Ballengee noted what a difficult grant this can be to spend as the guidelines are very difficult, and the money can't be spent on prevention or education. The request was approved on a motion by Legislator Hopkins, seconded by Legislator Decker, and carried. **Refer to Ways & Means Committee**

Mrs. Ballengee requested a resolution accepting and appropriating \$1,072 in COLA money for the Rabies Program for the 2016 Budget year. The grant year runs from April 1, 2016, through March 31, 2017. The funds will be utilized to purchase additional rabies vaccine for dogs, cats, and ferrets. The funds should be appropriated as follows:

A4043.408 (Rabies Clinics – General Supplies) \$1,072

Revenue Account A4043.3450.00 (State Aid-Public Health) \$1,072

The request was approved on a motion by Legislator Pullen, seconded by Legislator Decker, and carried. **Refer to Ways & Means Committee**

## OFFICE FOR THE AGING

Committee members reviewed Office for the Aging Director Madeleine Gasdik's monthly report. Ms. Gasdik stated that they are spending a lot of Medicaid dollars on the Alzheimer's Respite Program. The goal is to catch it sooner as the sooner you get on medication, the better the results. They are trying to reduce the stigma so people will seek treatment sooner.

Ms. Gasdik talked about the Medicare counseling, noting that they have helped over 1,000 people better understand Medicare. The OFA provides unbiased information and break down of which programs will work best. There has been a proposal eliminating funding for this type of insurance counseling. Ms. Gasdik has sent letters to our representatives and letters to the editor asking them to keep this funding in the budget.

### **Office for the Aging – BIP Caregivers**

Office for the Aging Director Madeleine Gasdik requested a resolution accepting and appropriating a \$20,000 Balancing Incentive Program (BIP) Caregivers Grant. This is part of the federal BIP/NY Connects Expansion and Enhancement Program Grant. The Office for the Aging will use the funding to pay for OFA staff training for caregiver issues, provide training to other agencies in the County, and for people caring for loved ones. The OFA will also provide a limited amount of assistive equipment such as wheelchairs, ramps, or grab bars. Respite care will also be provided. The funds should be appropriated as follows:

A 6790.101 (OFA BIP - Regular Pay)	\$ 6,666
A 6790.210 (OFA BIP – Equipment-Other)	\$ 2,000
A 6790.401 (OFA BIP – Postage)	\$ 300
A 6790.402 (OFA BIP – Mileage)	\$ 810
A 6790.405 (OFA BIP – Conference)	\$ 2,640
A 6790.408 (OFA BIP - General Supplies)	\$ 1,000
A 6790.409 (OFA BIP – Fees)	\$ 2,650
A 6790.416 (OFA BIP – Telephone)	\$ 324
A 6790.419 (OFA BIP – Printing)	\$ 300
A 6790.474 (OFA BIP - Home Care)	\$ 2,000
A 6790.802 (OFA BIP – Retirement)	\$ 667
A 6790.803 (OFA BIP - F.I.C.A.)	\$ 510
A 6790.804 (OFA BIP - Workers' Comp)	\$ 133

Revenue Account #A6790.4772.00 (OFA Bip – Federal Aid) \$20,000

The request was approved on a motion by Legislator Decker, seconded by Legislator Jessup, and carried. **Refer to Ways & Means Committee**

### **Office for the Aging – WillCare PCA**

Ms. Gasdik also requested a resolution amending the existing agreement between Allegany County and WillCare dated January 1, 2016, to increase the cost of home care as follows:

	<u>2016 Rate</u>	<u>2017 Rate</u>
PCA I (Housekeeping/Chore Personnel)	\$19.50/hr.	\$20.00/hr.
PCA II Home Care Personnel)	\$19.50/hr.	\$21.00/hr.
And to add RN Supervisory Visit of Aides	N/A	\$98.00/visit

Ms. Gasdik noted that we have been doing business with WillCare for years, and they are raising their rates quite a bit. The New York State Office for the Aging used to have criteria that agencies could not charge more than Medicaid, but those regulations changed last summer. The agreement will extend the agreement for one year, and then it will be revisited. Unfortunately our options are very limited. The request was approved on a motion by Legislator Jessup, seconded by Legislator Pullen, and carried.

**Refer to Ways & Means Committee**

### **Grandparent's Day**

Ms. Gasdik briefly mentioned Grandparent's Day, and a space simulation landing on Haley's Comet. The event is being sponsored by the Allegany Senior Foundation with a grant from the Allegany Area Foundation at the Dresser Rand Challenger Learning Center on Friday, August 19, 2016. Anyone 10 or over, or going into the 5<sup>th</sup> grade and a Grandparent or Surrogate Grandparent is eligible to attend, and the cost is only \$5 per person.

### **Adjournment**

There being no further business to come before the committee a motion was made by Legislator Decker to adjourn the meeting at 3:35 p.m. and this motion was seconded by Legislator Pullen and carried.

Respectfully submitted,

Brenda Rigby Riehle, Clerk of the Board  
Allegany County Board of Legislators

## **HUMAN SERVICES COMMITTEE MEETING**

**August 3, 2016**  
**NOT APPROVED**

**Members Present:** K. LaForge, S. Burt, D. Decker, J. Hopkins, C. Jessup, T. O'Grady, D. Pullen, C. Crandall (Absent: D. Root, T. O'Grady)

**Others Present:** L. Ballengee, T. Boyde, M. Gasdik, V. Grant, C. Knapp, B. Riehle, T. Ross, T. Zalar, Laurie Hennessy, M. Healy, D. Fanton, Bobbie B.

**Press Present:** Brian Quinn

**Call to Order:** The meeting was called to order by Human Services Committee Chairman Kevin LaForge at 3:22 p.m.

### **Approval of Minutes**

The minutes from the July 6, 2016, meeting were approved on a motion by Legislator Hopkins, seconded by Legislator Jessup, and carried.

## **HEALTH DEPARTMENT**

### **Zika Virus**

Laurie Hennessy gave a brief presentation on the Zika virus and its presence in Florida and the concern because it has infected non-travelers. There are only two kinds of mosquitos who can pass it. Some area residents have been tested but no results have been received. The virus is mild unless you are pregnant and some people have no symptoms at all. Mrs. Hennessy addressed the safety concerns regarding sexual transmission and possible effects on the blood supply.

### **Corporate Compliance Plan**

Public Health Director Lori Ballengee gave a brief Corporate Compliance Plan Update. She discussed the need for the plan to be updated with job descriptions and the need for someone to be dedicated solely to Corporate Compliance. The next Corporate Compliance meeting will be scheduled for October and because it is necessary for anyone billing Medicare and Medicaid the Office for the Aging will now have to be included.

### **Acceptance and Appropriation of CAPP Grant**

Public Health Director Ballengee requested a resolution accepting and appropriating \$7,725 for the CAPP (Comprehensive Adolescent Pregnancy Prevention) Grant. The grant is a six-month extension of the existing grant and covers the period of July through December 2016 budget and grant years. The funds should be appropriated as follows:

A4010.201 (Health Dept. – Office Equipment)	\$6,125	
A4010.206 (Health Dept. – Health Equipment)	\$1,600	
Revenue A4035.2280.00 (Health Services for Other Gov.)		\$7,725

The request was approved on a motion by Legislator Pullen, seconded by Legislator Decker, and carried. **Refer to Ways & Means**

### **Transfer with Special Education/PHC**

Mrs. Ballengee requested approval to transfer \$30,000 from A2960.421 (Special Education – PHC – Education/Schools) to A2960.441 (Special Education – PHC – Contractual) to cover anticipated SEIT (Special Education Itinerant Teacher) expenses through December 2016. In the past, the Health Department has not had enough SEIT providers to offer that service; however, they secured a new provider who has been able to meet this need so expenses for this line item will increase. It was noted the SEIT services are less expensive than Center Based Tuition services so they want to provide more SEIT services and less Center Based. The request was approved on a motion by Legislator Pullen, seconded by Legislator Jessup, and carried. **Notify County Treasures Office**

### **Request to Fill WIC Nutritionist**

Mrs. Ballengee requested approval to fill a Women's, Infants', and Children's (WIC) Nutritionist (AFSCME, Grade 15, Base – Step 7) as the WIC Program cannot exist without this staff required by the State. The salary and fringe for the position are covered 100 percent by program grants and/or Article 6 funding. The WIC Program distributes over \$1 million in checks that are used at local grocery and drug stores. An additional \$15,000 in checks is also given out annually to support local farmers in Farmer's Market checks. The request was approved on a motion by Legislator Jessup, seconded by Legislator Decker, and carried. **Refer to Ways & Means**

### **WIC Lease Update**

Mrs. Ballengee reported that they are currently working to secure a new, less expensive site for the WIC clinic, and hope to move by the end of the year.

### **Cancer Services Women's Health Initiative**

Mrs. Ballengee reported that Senator Cathy Young has secured an additional \$50,000 for Cancer Services. Appropriations are in the process of being determined. It is anticipated that Senator Young's office will plan an event at which the money will be presented.

## **OFFICE FOR THE AGING**

### **Office for the Aging Monthly Report**

Office for the Aging Director Madeleine submitted her monthly report for review. Ms. Gasdik thanked everyone for helping with the recent Senior picnic. Over 700 meals were served including seniors, volunteers, and sponsors. Also discussed was the new case note program NYSOFA is creating. This will be very similar to the program ACOFA is currently using. There will be downtime from August 7, 2016 to September 16, 2016 when the current program information is going to be uploaded to the new statewide program. Staff will be keeping manual notes and will enter all notes when the new program goes live on September 15, 2016. One issue is that the program ACOFA uses to track meals and driver routes will no longer be able to upload meals information into the new system. It will cost \$4,000 to get the two programs to "speak" to each other. However, the current meals program is over 16 years old and has no program support. ACOFA is looking into seeing if a new program can be created at a reasonable cost.

### **Allegany Senior Foundation Donations**

Ms. Gasdik requested a resolution accepting \$36,428 in donations from the Allegany Senior Foundation as follows:

\$10,000	To Home Delivered Meals from the Senior Gala
\$ 9,000	To Home Delivered Meals from a United Way Grant
\$13,100	To MercyLine from a United Way Grant
\$ 4,328	To MercyLine from an Alfred Station Community Chest Grant

It was noted that these funds have already been included in the 2016 Budget. The request was approved on a motion by Legislator Jessup, seconded by Legislator Hopkins, and carried. **Prepare Resolution**

A request was made for an executive session by Ms. Gasdik. A motion to enter into executive session was made by Legislator Decker, seconded by Legislator Hopkins, and carried. Immediately following discussion, a motion was made to end executive session and return to the regular meeting by Legislator Pullen, seconded by Legislator Burt, and carried.

## **SOCIAL SERVICES**

### **Social Services Monthly Report**

Social Services Commissioner Vicki Grant submitted her monthly report for review. There are not any big fluctuations at this point but are anticipating some with new programs such as Health Homes. Also pointed out that it has been a record year for adoptions with 14 having been completed so far this year.

Ms. Grant invited the committee to the Department's upcoming Lunch on the Lawn on August 24. Ms. Grant also noted that Julie Tomasi has been asked by the state to assist at Spring Valley Regional Office in regards to our being foremost in KinGap. We have the highest numbers in the state. Ms. Grant will be speaking on the 26<sup>th</sup> on Trauma Informed Care at the Statewide Implementation for Child Welfare Outcomes meeting in Albany. Mr. LaForge requested that she prepare a press release on both of these items.

### **Accept and Appropriate NYS Office of Temporary and Disability Assistance Funds**

Ms. Grant requested a resolution accepting and appropriating a \$46,792 NYS Office of Temporary and Disability Assistance Grant for provision of supportive employment services to eligible noncustodial parents. The funds should be appropriated as follows:

A6010.101 (Social Services Admin. – Personnel)	\$10,612
A6010.402 (Social Services Admin. – Mileage)	\$ 720
A6010.407 (Social Services Admin. - Office Supplies)	\$ 500
A6010.476 (Social Services Admin. – Contractual)	\$33,235
A6010.482 (Social Services Admin. – Contractual)	\$ 6,952

Revenue A6010.4610.00 (Federal Aid – DSS Admin.)	\$46,792
--	----------



The request was approved on a motion by Legislator Pullen, seconded by Legislator Hopkins, and carried. **Refer to Ways & Means**

*Ms. Grant indicated that this money is used to help non-custodial parents with expenses related to finding employment.*

### **Heroin & Opioid Abuse Ad Hoc Committee Update**

Legislator Judy Hopkins did a brief presentation on the recent meeting of the Allegany County Heroin & Opioid Abuse Ad Hoc Committee. Keith Watkins, Director of the Cattaraugus County Health Department, was the key speaker at the last meeting. It was noted that Cattaraugus County has been dealing with the issue much longer. The committee will be looking at working with them regionally.

The committee has also committed to working with Ardent Solutions to map how people interact with the County during their entrance into the system. They hope to develop a direction that Allegany County can take to fight this issue and feel that the program that Ardent Solutions has laid out will be a good foundation. The next scheduled meeting is August 11, which is subject to change as the focus groups for this committee will be meeting on August 12.

### **Old Business**

Lori Ballengee answered an earlier question regarding what equipment (a new scale and surface pros for the clinics) would be purchased with the CAPP grant funds.

### **Adjournment**

There being no further business to come before the committee a motion was made by Legislator Burt to adjourn the meeting at 4:17 p.m. and this motion was seconded by Legislator Decker and carried.

Respectfully submitted,

Tina Zalar, Secretary to the Social Services Commissioner

**HUMAN SERVICES COMMITTEE MEETING**  
**September 7, 2016**  
**NOT APPROVED**

**Members Present:** K. LaForge, D. Pullen, S. Burt, D. Decker, J. Hopkins, C. Jessup, T. O'Grady, C. Crandall (Absent: D. Root)

**Others Present:** B. Budinger, D. Fanton, M. Gasdik, K. Graves, D. Healy, K. Hollis, R. Hollis, C. Knapp, T. Miner, B. Riehle, T. Shaw, M. Washer, R. Whitney

**Call to Order:** The meeting was called to order by Human Services Committee Chairman Kevin LaForge at 3:01 p.m.

**Approval of Minutes**

The following amendments were made to the August 3, 2016, minutes:

The following paragraph was removed:

“Need for a new computer program to handle the tracking of meals and routes for the Meals-on- Wheels Program. The current program is 16 years old and. As anticipated it will be updated at a cost of approximately \$4,000. The During the transition there will be a down time of approximately 1 month and then a period of backlog as staff will have to manually enter all data from that time period”

The paragraph above was replaced with:

“Also discussed was the new case note program NYSOFA is creating. This will be very similar to the program ACOFA is currently using. There will be downtime from August 7, 2016 to September 16, 2016 when the current program information is going to be uploaded to the new statewide program. Staff will be keeping manual notes and will enter all notes when the new program goes live on September 15, 2016. One issue is that the program ACOFA uses to track meals and driver routes will no longer be able to upload meals information into the new system. It will cost \$4,000 to get the two programs to “speak” to each other. However, the current meals program is over 16 years old and has no program support. ACOFA is looking into seeing if a new program can be created at a reasonable cost.”

These amendments were approved on a motion by Legislator Jessup, seconded by Legislator Decker, and carried.

**PILL DROP**

Sheriff Rick Whitney attended the meeting to discuss the upcoming pill drop scheduled for October 22, 2016, from 10 a.m. to 2:00 p.m. Sheriff Whitney stated they would like to hold it here at the County building. Sheriff Whitney stated when he and

Undersheriff Kevin Monroe first took office, they weren't 100 percent behind the pill drops as they didn't feel it would do much; however, after working their first one, Sheriff Whitney stated they were amazed at what people brought in and it was good to see the types of drugs being taken off the streets rather than thrown in the garbage or flushed down the toilets and into our water system. Legislator Burt questioned if they see a lot of illegal drugs dropped off. Sheriff Whitney stated a couple of times they have seen some illegals drugs dropped off. Legislator Pullen questioned how the illegal drugs are handled and disposed of. Sheriff Whitney stated they are taken back to the Jail to the evidence room, and from there it is taken to Buffalo, New York, where they meet with the DEA and it is taken to an incinerator. Legislator Decker noted he was at the last Pill Drop on April 30, in Cuba, New York, and he saw a steady stream of people and during his time there they received 144 pounds of drugs. Legislator Burt questioned if they have ever thought of doing a system like this for illegal hand guns. Sheriff Whitney stated no they haven't, but he has seen other places that have. Sheriff Whitney noted so far this year they have taken over \$150,000 in drugs off the streets. A motion was made by Legislator Hopkins, seconded by Legislator Decker, and carried to hold a Pill Drop at the County Building in Belmont, New York.

## **HEALTH DEPARTMENT**

### **Acceptance and Appropriation of Cancer Services COLA Award**

Public Health Director Lori Ballengee requested a resolution to accept and appropriate the COLA (Cost of Living Adjustment) money for the Cancer Services Program in the amount of \$14,008. The funds will be appropriated as follows:

- #A4071.201 (Office Equipment)	\$ 1,000
- #A4071.401 (Postage)	\$ 6,433
- #A4071.407 (Office Supplies)	\$ 21
- #A4071.408 (General Supplies)	\$ 2,527
- #A4071.409 (Fees)	\$ 156
- #A4071.424 (Legal Advertising)	<u>\$ 3,861</u>
- <b>Revenue #A4071.340.100</b>	<b>\$14,008</b>

The request was approved on a motion made by Legislator Pullen, seconded by Legislator Decker, and carried. **Refer to Ways and Means**

### **Acceptance and Appropriation of Unallocated WIC Funds**

Public Health Director Lori Ballengee requested a resolution to accept and appropriate additional funds in the amount of \$26,050 from the NYSDOH for the WIC Program. The funds will be appropriated as follows:

- #A4190.201 (Office Equipment)	\$ 4,000
- #A4190.206 (Health Equipment)	\$ 5,100
- #A4190.401 (Postage)	\$ 2,000
- #A4190.403 (Maint. Cont. Off. Mach.)	\$ 200
- #A4190.406 (Insurance)	\$ 100
- #A4190.407 (Office Supplies)	\$ 1,000
- #A4190.408 (General Supplies)	\$ 6,500
- #A4190.409 (Fees)	\$ 2,500
- #A4190.414 (Rentals: Real Property)	\$ 2,350
- #A4190.419 (Printing)	\$ 800
- #A4190.424 (Advertising)	\$ 1,000
- #A4190.427 (Electricity)	\$ 500
- <b>Revenue #A4190.445.200</b>	<b>\$26,050</b>

The request was approved on a motion made by Legislator Decker, seconded by Legislator Jessup, and carried. **Refer to Ways and Means**

### **SOCIAL SERVICES**

Director of Administrative Services Don Horan attended the meeting to discuss Social Services monthly report and wanted to let the committee know that they have received word from New York State that the weekly Medicaid for local share is going to decrease and save us \$44,744 in 2017 and \$34,216 for the remainder of 2016.

### **COMMUNITY SERVICES**

#### **Transfer of Funds**

Community Services Director Dr. Robert Anderson requested a resolution to transfer \$2,400 from A4310.409 (Mental Health Administration) to A4315.464 (Mental Health Reinvestment-Contractual). The transfer of this money is due to the MHA employees getting a raise which the account did not have sufficient funds to cover. The request was approved on a motion made by Legislator Hopkins, seconded by Legislator Burt, and carried. **Refer to Ways and Means**

### **Request to Fill Children and Family Intensive Care Case Manager**

Community Services Director Dr. Robert Anderson requested approval to fill three Children and Family Intensive Care Case Managers (PEF, Grade 7, Step Base) positions. These vacancies are a result of two retirements and one resignation. These positions provide case management services to children and families under the NYS Department of Mental Health. The request was approved on a motion made by Legislator Pullen, seconded by Legislator O'Grady, and carried. **Refer to Ways and Means**

### **OFFICE FOR THE AGING**

#### **Alzheimer's Disease Caregivers Initiative Grant**

Office for the Aging Director Madeleine Gasdik requested a resolution to transfer the following funds within the Alzheimer's Disease Caregivers Initiative grant. These transfers are needed to spend the grant money by December 31, 2016, or the funds will be lost.

From A6791.474 (Contractual) to A6791.101 (Regular Pay)	\$12,300
From A6791.402 (Mileage) to A6791.201 (Office Equipment)	\$ 4,150

The request was approved on a motion made by Legislator Jessup, seconded by Legislator Pullen, and carried. **Prepare Resolution**

#### **KVR Services, LLC Agreement**

Office for the Aging Director Madeleine Gasdik requested a resolution to amend the existing agreement between the County of Allegany and KVR Services, LLC to increase the price per meal for our Meals on Wheels Program by 25 cents for the year of 2017 from \$4.15 per meal to \$4.40 per meal. This increase has been included in the proposed 2017 Budget. The request was approved on a motion made by Legislator Decker, seconded by Legislator O'Grady, and carried. **Refer to Ways and Means**

#### **Request to Fill Community Services Worker**

Office for the Aging Director Madeleine Gasdik requested approval to fill one Community Services Worker (AFSCME, Grade 11, Step Base) position. This position is responsible for updating and maintaining a comprehensive resource listing of LTSS (Long Term Services and Support) programs and providers and will provide outreach on these services. This position completes the initial intake to collect necessary information to determine programmatic eligibility and the needs of the individual and/or caregiver. This position is crucial in operating the NY Connects Program. The funding for this position is 100 percent State and Federal. The request was approved on a motion

made by Legislator Hopkins, seconded by Legislator Jessup, and carried. **Refer to Ways and Means**

### **Request to Fill Aging Services Specialist**

Office for the Aging Director Madeleine Gasdik requested approval to fill a temporary full-time Aging Services Specialist position effective October 1, 2016, and ending January 31, 2017, to assist Office for the Aging during their busy time of the year. Ms. Gasdik stated, by filling a temporary position we will be able to keep a fully trained Aging Services Specialist on staff during our very busy season of HEAP and Medicare Open Enrollment, and it will allow us to get caught up on the new statewide case noting system when it goes live September 15, 2016. The request was approved on a motion made by Legislator Decker, seconded by Legislator Pullen, and carried.

**Prepare Resolution**

### **Request to Fill Nutrition Services Coordinator**

Office for the Aging Director Madeleine Gasdik requested approval to create and fill a Nutrition Services Coordinator position for the time period of September 1, 2016, to November 30, 2016. This position will then become a part-time position beginning December 1, 2016, with no ending date. Ms. Gasdik stated that State and Federal guidelines require a Registered Dietician, Registered Dietician-Eligible, or a NYS Certified Dietician/Nutritionist to perform the following responsibilities:

- Monitor HDM/Congregate meal kitchens
- Monitor Luncheon Centers
- Monitor home delivered meals
- Plan and certify nutritional requirements for HDM/Luncheon Center menus
- Offer nutrition counseling to ACOFA clients

The request was approved on a motion made by Legislator Pullen, seconded by Legislator Decker, and carried. **Refer to Ways and Means/Prepare Resolution**

### **Request to Fill Substitute Luncheon Center Manager**

Office for the Aging Director Madeleine Gasdik requested approval to fill one part-time Substitute Luncheon Center Manager (non-union) position. This position will only be needed if the regular Center Manager is off. Funding for this position is 33 percent County, 40 percent Older America Act Federal Funds and 27 percent Contributions. The request was approved on a motion made by Legislator Decker, seconded by Legislator O'Grady, and carried. **Refer to Ways and Means**

### **Attorney/Client Session**

A motion was made by Legislator Decker, seconded by Legislator Burt, and carried to enter into attorney/client session at 4:01 p.m. Immediately following discussion at 4:33 p.m., a motion was made by Legislator O'Grady, seconded by Legislator Decker, and carried to end the attorney/client session and return to the regular meeting.

### **Adjournment**

There being no further business to come before the committee, a motion was made by Legislator Burt, seconded by Legislator Decker, and carried to adjourn the meeting at 4:46 p.m.

Respectfully submitted,

Meghan Washer, Secretary to the Clerk of the Board  
Allegany County Board of Legislators

**HUMAN SERVICES COMMITTEE MEETING**  
**September 21, 2016**  
**NOT APPROVED**

**Members Present:** K. LaForge, D. Pullen, S. Burt, J. Hopkins, C. Jessup, T. O'Grady, D. Root, C. Crandall (Absent: D. Decker)

**Others Present:** L. Ballengee, T. Boyde, B. Budinger, D. Fanton, V. Grant, K. Graves, D. Healy, K. Hollis, R. Hollis, T. Miner, B. Riehle, T. Ross, T. Shaw, M. Washer

**Media Present:** B. Quinn *Wellsville Daily Reporter*, B. Clark *Olean Times Herald*

**Call to Order:** The meeting was called to order by Human Services Committee Chairman Kevin LaForge at 11:18 a.m.

**WIC LEASE**

Public Health Director Lori Ballengee requested a resolution for approval of their WIC Lease. Ms. Ballengee stated there are no changes with the terms of the new lease. This request was approved on a motion by made Legislator O'Grady, seconded by Legislator Pullen, and carried. **Prepare Resolution**

**Adjournment**

There being no further business to come before the committee, a motion was made by Legislator Burt, seconded by Legislator Root, and carried to adjourn the meeting at 11:22 a.m.

Respectfully submitted,

Meghan Washer, Secretary to the Clerk of the Board  
Allegany County Board of Legislators



**HUMAN SERVICES COMMITTEE MEETING**

**October 5, 2016**

**NOT APPROVED**

**Members Present:** K. LaForge, D. Pullen, S. Burt, J. Hopkins, C. Jessup, T. O'Grady, D. Root, C. Crandall (Absent: D. Decker)

**Others Present:** L. Ballengee, T. Boyde, D. Fanton, K. Francisco, V. Grant, K. Graves, M. Healy, C. Knapp, K. Hollis, R. Hollis, B. Riehle, T. Shaw, M. Washer

**Media Present:** B. Quinn *Wellsville Daily Reporter*, B. Clark *Olean Times Herald*

**Call to Order:** The meeting was called to order by Human Services Committee Chairman Kevin LaForge at 3:06 p.m.

**Approval of Minutes**

A motion was made by Legislator Root, seconded by Legislator Jessup, and carried to approve the Human Services Committee minutes of September 7, 2016.

A motion was made by Legislator Pullen, seconded by Legislator Jessup, and carried to approve the Human Services Committee minutes of September 21, 2016.

**HEALTH DEPARTMENT**

Public Health Director Lori Ballengee requested a resolution for approval of their new WIC Lease with E & L Holdings LLC. The new office will be located at 112 Park Avenue, Wellsville, New York 14895. This request was approved on a motion by made Legislator O'Grady, seconded by Legislator Pullen, and carried. **Prepare Resolution**

Public Health Director Lori Ballengee requested a resolution to accept and appropriate COLA money for the Family Planning Program for the 2016 Budget year, 2016–17 grant year (April 1, 2016-March 31, 2017). Note, The COLA proceeds will be utilized to purchase Microsoft Surface Pros, Signature Pad for EMR, Duplex Card Scanner for EMR and Lighted Speculum & Wands. The funds should be appropriated as follows:

A4035.206 Family Planning – Equipment	\$10,127.00
<b>Revenue #A4035.3450.00 (State and Public Health Other)</b>	<b>\$10,127.00</b>

This request was approved on a motion made by Legislator Pullen, seconded by Legislator Root, and carried. **Refer to Ways and Means**

Public Health Director Lori Ballengee requested a resolution to accept and appropriate additional monies for the Public Health Emergency Preparedness, Ebola Preparedness and Response Activities Grant, for the 2016 Budget year. The funds should be appropriated as follows:

A4188.201 Ebola – Office Equipment	\$ 406.00
A4188.206 Ebola – Health Equipment	\$ 1,108.00
A4188.407 Ebola – Office Supplies	\$ 7,405.00

A4188.409 Ebola – Fees	\$ 1,575.00
<b>Revenue #A4188.4401.00 (Federal Aid Ebola)</b>	<b>\$ 10,494.00</b>

This request was approved on a motion made by Legislator Root, seconded by Legislator Hopkins, and carried. **Refer to Ways and Means**

Public Health Director Lori Ballengee requested approval to fill one full-time Early Intervention Services Director (PEF, Grade 5, Step: Base – Step 6). This is a middle management position in charge of operating the Early Intervention Program and supervising three staff. The request was approved on a motion made by Legislator Hopkins, seconded by Legislator Pullen, and carried. **Refer to Ways and Means**

Public Health Director Lori Ballengee requested approval to fill one part-time Early Intervention Services Coordinator (Non-Union, Grade 16, Step: Base). This position will ensure that only children meeting the regulation guidelines receive services and that those services are delivered in the most cost effective and efficient manner possible. The request was approved on a motion made by Legislator O’Grady, seconded by Legislator Pullen, and carried. **Refer to Ways and Means**

Ms. Ballengee wanted to comment on how pleased she was with the handling of the Village of Wellsville “Boil Water Notice.” Ms. Ballengee stated the Village did a great job with getting the notice out quickly and efficiently and she was pleased to report there were no illnesses as result from it.

### **OFFICE FOR THE AGING**

Office for the Aging Director Madeleine Gasdik is requesting to fill an Aging Services Specialist (AFSCME, Grade 16, Step: 1). This position is dedicated solely to the NYSDOH five-year Alzheimer’s Disease Caregiver Support Initiative and will allow us to meet the deliverables of the above–mentioned grant. The deliverables include family care consultations and care coordination, education and training programs, respite to offer a temporary reprieve to the caregiver and support groups. The request was approved on a motion made by Legislator Root, seconded by Legislator Burt, and carried. **Refer to Ways and Means**

Office for the Aging Director Madeleine Gasdik is requesting to fill a Bolivar Luncheon Center Manger (non-union). This person manages the Bolivar Luncheon Center three days a week from 10:00 a.m. until 2:00 p.m. The duties are specific to the Bolivar Senior Luncheon Center as our other site managers are working at their own sites. Funding for this position is 36 percent County, 39 percent Older Americans Act Federal Funds and 25 percent participant contributions. This request was approved on a motion made by Legislator Burt, seconded by Legislator Hopkins, and carried. **Refer to Ways and Means**

Office for the Aging Director Madeleine Gasdik is requesting a resolution to enter into contract with Total Senior Care in Olean, New York, to offer Home Delivered Meals and Congregate Meals to their clients at the following rates which have been included in the 2017 Budget.

- Home Delivered Meals – Total Senior Care will be billed \$7.00/meal
- Congregate Meals – Total Senior Care will be billed \$10.00/meal

This request was approved on a motion made by Legislator Pullen, seconded by Legislator Jessup, and carried. **Refer to Ways and Means**

### **COMMUNITY SERVICES**

Community Services Director Dr. Robert Anderson is requesting an adjustment to the 2016 Budget due to an increase in state funding from New York State OASAS (**Alcoholism and Substance Abuse Services**). The following increases are requested:

A4220.456 (Substance Abuse)	\$10,494
A4220.457 (Alcohol)	\$ 6,682
A4220.458 (Community Residence)	\$19,055
A4220.460 (Vocational Education)	\$ 911
<b>Total</b>	<b>\$37,142</b>

**Revenue: A4220.3486.00** **\$37,142**

This request was approved on a motion made by Legislator Jessup, seconded by Legislator Pullen, and carried. **Refer to Ways and Means**

### **SOCIAL SERVICES**

Director of Administrative Services Don Horan submitted his monthly report for the committee to review and stated their numbers continue to stay constant. Mr. Horan stated New York State has taken over more Medicaid cases, but is still unsure as to when they will acquire the entire program. Legislator Hopkins questioned how New York State notifies the department when they plan to take over a new case. Mr. Horan stated they run them by case number, review them at the state level, and then notify the department they are taking over the case at which point Social Services closes out the case and it is re-opened at the state level.

Director of Administrative Services Don Horan requested a resolution for a budget adjustment as follows:

#### **Appropriation Account (increase \$ 95,000)**

A 6010.477	DSS Admin – Contractual – Early Intervention	\$95,000
------------	--	----------

#### **Revenue Accounts (increase \$ 95,000)**

A 6010.3610.00	State Aid - DSS Admin	\$47,500
A 6010.4610.00	Federal Aid – DSS Admin	\$47,500

This resolution is requested due to a change in regulations that the Local Department of Social Services will reimburse its Local Early Intervention Program 100 percent of money billed, not the traditional 50 percent Federal reimbursement. The request was approved on a motion made by Legislator Root, seconded by Legislator O'Grady, and carried. **Refer to Ways and Means**

## **ALLEGANY COUNTY HEROIN & OPIOID ABUSE**

Allegany County Heroin & Opioid Abuse Committee Chairman Judith Hopkins provided the Human Services Committee an update. Legislator Hopkins stated the next meeting will be held on Thursday October 13, 2016. Legislator Hopkins stated during the last meeting there was a joint presentation from school superintendents discussing what counties are doing to deal with the heroin use and are looking into ways to incorporate drug abuse education back into our school systems.

### **Adjournment**

There being no further business to come before the committee, a motion was made by Legislator Pullen, seconded by Legislator Root, and carried to adjourn the meeting at 3:46 a.m.

Respectfully submitted,

Meghan Washer, Secretary to the Clerk of the Board  
Allegany County Board of Legislators

**HUMAN SERVICES COMMITTEE MEETING**  
**November 2, 2016**  
**AMENDED**

**Members Present:** K. LaForge, D. Pullen, S. Burt, D. Decker, J. Hopkins, C. Jessup, T. O'Grady, D. Root, C. Crandall

**Others Present:** L. Ballengee, T. Boyde, B. Budinger, D. Fanton, M. Gasdik, K. Graves, M. Healy, K. Hollis, R. Hollis, B. Riehle, T. Ross, J. Tomasi, T. Shaw, M. Washer

**Call to Order:** The meeting was called to order by Human Services Committee Chairman Kevin LaForge at 3:00 p.m.

**Approval of Minutes**

A motion was made by Legislator Jessup, seconded by Legislator Burt, and carried to approve the Human Services Committee minutes of October 5, 2016.

**OFFICE FOR THE AGING**

Office for the Aging Director Madeleine Gasdik submitted her monthly report to the committee for review. Ms. Gasdik noted to the committee they are receiving an influx of new Meals-on-Wheels customers and estimates they received 30 new customers in October alone. Legislator Hopkins questioned why the sudden influx of Meals-on-Wheels customers. Ms. Gasdik stated the majority are referrals from professionals (i.e. doctors), and when a professional referral comes in, they have ten days to do an assessment to see if the individual is eligible and all have been. Ms. Gasdik stated with Insurance Counseling, Medicare Open Enrollment, and HEAP, this is their busiest time of year, and they have been inundated with Meals-on-Wheels referrals.

**Aging Services Technician**

Office for the Aging Director Madeleine Gasdik requested approval to fill one full-time Aging Services Technician (AFSCME, Grade 13; Step Base). This position is responsible for recruiting, vetting, training, and coordinating the 312 volunteers Office for the Aging has. This position also assists with Home Delivered meal assessments and six month follow-up calls. Ms. Gasdik gave a breakdown of the volunteers as stated below:

- 103 volunteers deliver 13 Home Delivered Meal routes in the villages of Allegany County, NY
- 100 volunteers help with the Luncheon Centers
- 25 volunteers (that have traveled 25,000 miles) offer rides for medical appointments, grocery shopping, banks, etc.
- 12 volunteers offer handyman services
- 7 volunteers offer tax counseling services
- 29 volunteers offer friendly visiting and/or telephone reassurance services
- 24 volunteers run exercise classes
- 60 volunteers work the Faith Booth
- 15-20 Wellsville High School student volunteers help assemble 450 blizzard boxes and also assist with the senior picnic

Legislator Graves asked if there are background checks done on these volunteers. Ms. Gasdik stated currently no, but she is working with Cornell Cooperative extensive and Jones Memorial Hospital to see what their process is for background checks done on volunteers, and noted an update to their policies and procedures needs to be made. This request was approved on a motion made by Legislator Root, seconded by Legislator Hopkins, and carried. **Refer to Ways and Means**

### **Meals-on-Wheels Driver**

Office for the Aging Director Madeleine Gasdik requested approval to fill one part-time Meals-on-Wheels driver (non-union). Each driver has his/her own route and must deliver at the same time each day. Legislator Hopkins questioned with this position being a paid position are they taking the meals to the consumer's home or dropping them at a checkpoint where a volunteer then delivers the meal. Ms. Gasdik stated they do both, and they also drop meals to the Luncheon Centers if it is on their route. Legislator Burt asked for further clarification because he believed one of the reasons we don't do background checks on our Meals-on-Wheels drivers was because they all were volunteers. Ms. Gasdik stated there are 9 paid Meal-on-Wheels drivers that utilize vans purchased by the County, and they take the meals to the Luncheon Centers, as well as the volunteers, who then distribute the meals within their Village. The paid drivers also drive the tougher routes that a volunteer wouldn't necessarily want to do with their personal vehicle. Legislator Burt questioned if there is a background check done on these drivers since they are paid employees, and Ms. Gasdik stated, the paid drivers have reference checks done, but not background checks. This request was approved on a motion made by Legislator Decker, seconded by Legislator O'Grady, and carried. **Refer to Ways and Means**

### **Budget Adjustment**

Office for the Aging Director Madeleine Gasdik requested a resolution to accept and appropriate revenue received from Federal & State grants. The Office for the Aging budgeted \$234,700 in Federal and State funding for grants in 2016, but will be receiving \$246,092. Ms. Gasdik noted that Managed Long-Term Care (MLTC) funding is also underestimated in the 2016 Budget by \$16,000. The \$27,392 should be appropriated as follows:

#### Appropriations:

A6772.408 (OFA Nutrition – General Supplies)	\$ 1,444
A6772.474 (OFA Nutrition – Contractor)	<u>\$ 6,000</u>
Total:	\$ 7,444
A6776.401 (OFA Community Services for Elderly – Postage)	\$ 1,000
A6776.402 (OFA Community Services for Elderly – Mileage/Transportation)	\$ 1,022
A6776.409 (OFA Community Services for Elderly – Lifeline Fees)	\$ 4,000
A6776.419 (OFA Community Services for Elderly – Printing)	<u>\$ 2,000</u>
Total:	\$ 8,022
A6779.474 (OFA Wellness in Nutrition – Home Delivered Meals Contractor)	<u>\$ 11,926</u>
Total:	\$ 11,926

Revenues:

A6772.1972 (C2-MLTDC – Medicaid)	\$ 6,000
A6772.4772 (Title III-C1 – Medicaid)	\$ 1,444
A6776.3772 (CSE – State)	\$ 8,022
A6779.1972 (WIN-MLTC – Medicaid)	\$10,000
A6779.4772 (NSIP – Federal)	<u>\$ 1,926</u>
Total:	\$27,392

This request was approved on a motion made by Legislator Root, seconded by Legislator Jessup, and carried. **Refer to Ways and Means**

**Substitute Luncheon Center Manager**

Office for the Aging Director Madeleine Gasdik requested approval to fill one part-time Substitute Luncheon Center Manager (non-union). Each center has its own manager, and the substitute only works if the regular center manager is off. This request was approved on a motion made by Legislator Decker, seconded by Legislator Pullen, and carried. **Refer to Ways and Means**

**NYSOFA (New York State Office for the Aging) Nutrition Assessment**

Ms. Gasdik stated to the committee they received their nutrition assessment from NYSOFA in October, and they are now going to be getting an assessment every year. Ms. Gasdik went on to explain there is a rule that their routes cannot be more than two hours long, and because they have had the influx of new Meals-on-Wheels customers and not enough routes, some were lasting three and a half hours. Ms. Gasdik also stated they started their two hour timeframe from the time the meal left the kitchen, but their new NYSOFA Registered Dietician stated the time has to begin when the meal leaves the oven and Ms. Gasdik explained this means the packaging, preparing the meals, getting them in the coolers, and on the road all fall into that timeframe which makes it difficult because you also have to factor in your drive time and stops along the way to Luncheon Centers. Ms. Gasdik stated because of this they are going to be cited for having routes that are too long and were advised to add two to three new routes, which she hopes to fill with volunteers.

**SOCIAL SERVICES**

Social Services Deputy Commissioner Julie Tomasi attended the meeting and submitted their monthly report to the committee for review. Ms. Tomasi stated that they are seeing an increase in their Adult Protective cases from this time last year, and with some of the cases being more complex (i.e., financial exploitation), they have a new level of investigation and the caseworkers are doing great at getting involved. Ms. Tomasi also noted that they are seeing a decrease in Foster Care cases from this time last year. Ms. Tomasi let the committee know the Foster Care Christmas party will be on December 6, 2016, at 5:30 p.m. at the VFW in Cuba, New York. Legislator LaForge stated he's attended the last two parties and was very impressed to see our Social Services employees get involved. Legislator LaForge encouraged committee members to attend.

## HEALTH DEPARTMENT

### Corporate Compliance Update

Public Health Director Lori Ballengee stated the County recently had their State audit, and they did really well overall with the exception of some billing done during what is called a no billing hiatus, which occurs when there are issues at the State level, and because of this they had to pay back \$497.37. Ms. Ballengee stated the Health Department had no occurrences this quarter, and she is very grateful to all who sit on the Corporate Compliance committee, as it is growing rapidly with new regulations.

### Performance Initiative Funds

Public Health Director Lori Ballengee requested a resolution to accept and appropriate Performance Incentive Initiative monies for the General Fund for the 2016 Budget year. This incentive was awarded by the NYS Department of Health for improvement in the areas of Environmental Health electronic E-Form submission, and Gonorrhea treatment and completeness of Syphilis Serology. The funds will be utilized to offset shredding costs in accordance with HIPAA regulations. The funds should be appropriated as follows:

A4010.409 (Health Department – Fees)	\$1,500
Revenue: A4010.3450.00 (Public Health-State Aid)	\$1,500

This request was approved on a motion made by Legislator Root, seconded by Legislator O’Grady, and carried. **Refer to Ways and Means**

### COLA (Cost of Living Adjustment) for Family Planning

Public Health Director Lori Ballengee requested a resolution to accept and appropriate COLA money for the Family Planning Program for the 2016 Budget year, 2016–17 grant year (April 1, 2016-March 31, 2017). The COLA proceeds will be utilized to fund supply purchases on the Family Planning Program (4035). The funds should be appropriated as follows:

A4035.408 General Supplies	\$3,337
Revenue: A4035.3450.00	\$3,337

This request was approved on a motion made by Legislator Hopkins, seconded by Legislator Jessup, and carried. (Opposed: S. Burt) **Refer to Ways and Means**

### Board of Health Dinner

Ms. Ballengee stated the Board of Health dinner will be held at Moonwinks in Cuba, New York, on December 21, 2016, at 6:00 p.m., and invitations will be sent out soon.



**Executive Session**

A motion was made by Legislator Root, seconded by Legislator Burt, and carried to enter into executive session at 3:50 p.m. to discuss the employment and performance history of a particular employee in the Health Department. Immediately following discussion at 4:30 p.m., a motion was made by Legislator Root, seconded by Legislator Decker, and carried to end the executive session and return to the regular meeting.

Effective January 1, 2017, the Health Department Accountant will be moved to Grade 7, Step 10. This request was approved on a motion made by Legislator Root, seconded by Legislator Decker, and carried. (Opposed: S. Burt) **Notify Human Resources**

Effective January 1, 2017, the Environmental Health Director will be moved to Grade 9 Step 4. This request was approved on a motion made by Legislator Hopkins, seconded by Legislator Jessup, and carried. (Opposed: S. Burt) **Notify Human Resources**

**COMMUNITY SERVICES****Budget Adjustment for Mental Health**

Community Services Director Dr. Anderson requested a resolution to accept and appropriate additional funds received due to an increase in State Aid. The funds should be appropriated as follows:

**Appropriations:**

A4313.456 (Mental Health Contracts – SCAP)	\$ 9,124
A4313.457 (Mental Health Contracts – Fingerlakes)	\$ 1,942
A4313.460 (Mental Health Contracts – ARA)	\$ 80
A4313.459 (Mental Health Contracts – ARA)	\$ 48
A4313.461 (Mental Health Contracts – ARC)	\$ 123
A4313.462 (Mental Health Contracts – ARA)	\$ 2,882
A4313.463 (Mental Health Contracts – ARA)	\$ 923
A4313.464 (Mental Health Contracts – ARA)	\$12,551
A4314.456 (Mental Health CSS – ARA)	\$ 108
A4314.458 (Mental Health CSS – ARA)	\$ 257
A4314.460 (Mental Health CSS – LVA)	\$ 14
A4315.456 (Mental Health Reinvestment – ARA)	\$ 630
A4315.457 (Mental Health Reinvestment – ARC)	\$ 97
A4315.458 (Mental Health Reinvestment – SCAP)	\$ 21
A4315.460 (Mental Health Reinvestment – Accord)	\$ 468
A4315.461 (Mental Health Reinvestment – House Options)	\$ 16
A4315.464 (Mental Health Reinvestment – MHA)	\$ 50
Total:	\$29,334

**Revenues:**

A4313.3490.1075 (Mental Health Contracts)	\$ 9,124
A4313.3490.146L (Mental Health Contracts)	\$ 2,022
A4313.3490.139J (Mental Health Contracts)	\$ 45

A4313.3490.1400 (Mental Health Contracts)	\$ 3
A4313.3490.1037 (Mental Health Contracts)	\$ 123
A4313.3490.034K (Mental Health Contracts)	\$ 2,837
A4313.3490.570 (Mental Health Contracts)	\$ 45
A4313.3490.037P (Mental Health Contracts)	\$ 923
A4313.3490.039P (Mental Health Contracts)	\$ 5,898
A4313.3490.046A (Mental Health Contracts)	\$ 6,653
A4314.3490.1014 (Mental Health CSS)	\$ 108
A4314.3490.1014 (Mental Health CSS)	\$ 257
A4314.3490.1014 (Mental Health CSS)	\$ 14
A4315.3490.1200 (Mental Health Reinvestment)	\$ 630
A4315.3490.1200 (Mental Health Reinvestment)	\$ 97
A4315.3490.1200 (Mental Health Reinvestment)	\$ 21
A4315.3490.1200 (Mental Health Reinvestment)	\$ 468
A4315.3490.1200 (Mental Health Reinvestment)	\$ 16
A4315.3490.1200 (Mental Health Reinvestment)	<u>\$ 50</u>
Total:	\$29,334

This request was approved on a motion made by Legislator Root, seconded by Legislator Jessup, and carried. **Refer to Ways and Means**

### **Budget Adjustment for ACASA**

Community Services Director Dr. Anderson requested a resolution to accept and appropriate additional funds received due to an increase in State Aid. The funds should be appropriated as follows:

#### Appropriations:

A4220.456 (Narcotic Addiction Control)	\$10,754
A4220.457 (Narcotic Addiction Control)	\$ 682
A4220.458 (Narcotic Addiction Control)	<u>\$12,114</u>
Total:	\$23,550

#### Revenue:

A4220.3486.00 (Narcotic Addiction Control – Council on Abuse)	\$23,550
---	----------

This request was approved on a motion made by Legislator Jessup, seconded by Legislator Hopkins, and carried. **Refer to Ways and Means**

### **ALLEGANY COUNTY HEROIN & OPIOID ABUSE**

Allegheny County Heroin & Opioid Abuse Committee Chairman Judith Hopkins provided the Human Services Committee an update. Legislator Hopkins stated the next meeting will be held on Thursday, November 10, 2016, and encourages attendance as they will be receiving the report from Ardent Solutions and be developing solutions based on the findings.

**Adjournment**

There being no further business to come before the committee, a motion was made by Legislator Pullen, seconded by Legislator Decker, and carried to adjourn the meeting at 4:40 p.m.

Respectfully submitted,

Meghan Washer, Secretary to the Clerk of the Board  
Allegany County Board of Legislators

**HUMAN SERVICES COMMITTEE MEETING**  
**December 27, 2016**  
**NOT APPROVED**

**Members Present:** K. LaForge, D. Pullen, S. Burt, D. Decker, J. Hopkins, D. Root, C. Crandall  
(Absent: C. Jessup, T. O'Grady)

**Others Present:** L. Ballengee, T. Boyde, B. Budinger, J. Budinger, P. Curran, L. Edwards, D. Fanton, K. Graves, L. Gridley, S. Grusendorf, M. Healy, L. Hennessy, K. Hollis, R. Hollis, C. Ivers, T. Miner, K. Monroe, B. Riehle, T. Ross, T. Shaw, N. Ungermann, M. Washer, R. Whitney

**Call to Order:** The meeting was called to order by Human Services Committee Chairman Kevin LaForge at 1:00 p.m.

**Olean General Hospital Contract**

Public Health Director Lori Ballengee requested a resolution to approve a contract between the County of Allegany and Christopher Depner, M.D. Ms. Ballengee stated we have been contracting with him since 2007, and the agreement remains pretty standard, with the exception he is requesting a \$4,000 increase which will take his annual pay from \$20,000 to \$24,000. Ms. Ballengee went on to say Dr. Depner has not received an increase in pay since 2009, and feels the increase is justified as he does a phenomenal job for the County. Legislator Burt asked if Dr. Depner asked for the increase or if we offered it. Ms. Ballengee stated he asked for it. This request was approved on a motion made by Legislator Pullen, seconded by Legislator Decker, and carried. **Refer to Ways and Means**

**Adjournment**

There being no further business to come before the committee, a motion was made by Legislator Burt, seconded by Legislator Root, and carried to adjourn the meeting at 1:03 p.m.

Respectfully submitted,

Meghan Washer, Secretary to the Clerk of the Board  
Allegany County Board of Legislators