

**HUMAN SERVICES COMMITTEE
JANUARY 7, 2015**

**** NOT APPROVED ****

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

Others Present: M. Alger, L. Ballengee, H. Budinger, D. Fanton, M. Gasdik, K. Graves, D. Healy, T. Hopkins, J. Luckey, T. Miner, B. Riehle, C. Santora, J. Tomasi

Media Present: No media present

Call to Order: The meeting was called to order at 4:00 p.m. by Human Services Committee Chairman Kevin LaForge.

Amendment & Approval of Minutes

Office for the Aging Director Madeleine Gasdik requested the following corrections to the December 3, 2014, Human Services minutes:

Under Office for the Aging

The words "16-17 clients a day" should actually be 16-17 clients per week.

Monthly Report

Madeleine Gasdik, Office for the Aging Director, reported they are in the last few days of Medicare Enrollment. There have been 216 people served in October with assistance with Medicare Enrollment. Employees spend one-two hours with each client and have been serving approximately **16-17 clients a day per week**.

A motion was made by Legislator Jessup, seconded by Legislator O'Grady, and carried to approve the Human Services Committee minutes of December 3, 2014, as amended.

Department of Social Services

Monthly Report

Department of Social Services Deputy Commissioner Julie Tomasi reported that there were no major differences or major areas of concern to report this month. Ms. Tomasi gave a brief summary of the Foster Parent Christmas party which included birth parents as well as foster parents and caseworkers. She added that it was a good event with no "incidents" and it was a wonderful experience for the youngsters.

Request to Fill Senior Social Welfare Examiner Position

DSS requested approval to fill a Senior Social Welfare Examiner (AFSCME, Grade 13, Step Min.) position which became vacant as a result of a promotion. This position is in the Temporary Assistance Unit and is responsible for overseeing several Social Welfare Examiners on a daily basis. The position is funded by 50 percent federal dollars, 25 percent state dollars, and 25 percent local dollars. This position allows DSS to meet state and federal requirements. Approval was granted on a motion by Legislator Pullen, seconded by Legislator O'Grady, and carried. **Refer to Ways & Means**

Request to Fill Senior Typist Position

DSS requests approval to fill a Senior Typist (AFSCME, Grade 7, Step Min.) which became vacant as the result of a promotion. This position is responsible for performing clerical

duties for all programs. The position is funded by 50 percent federal dollars, 25 percent state dollars, and 25 percent local dollars. Approval was granted on a motion by Legislator Jessup, seconded by Legislator Decker, and carried. **Refer to Ways & Means** (one opposed: Legislator Burt)

Office for the Aging **Monthly Report**

Office for the Aging Director Madeleine Gasdik, referring to her pre-filed monthly report, indicated that the total of meals served (via Meals-on-Wheels) was over 108,000 at the end of November. She added that when they budgeted for 2014, they budgeted for 92,000 meals. Obviously, they are over the original budgeted amount, but OFA was able to cover these costs via a variety of grants, etc. She also noted that November was a very busy and hectic month because of Open Enrollment; staff was thrilled to get through it, she said. Ms. Gasdik went on to say that she wanted to alert the Committee that the Ombudsman Program (which is partially funded by the State and federal governments and which trains advocates for residents of nursing homes or assisted living) might change or be lost. The program, she said, is a “money loser,” but OFA wishes to keep it because it is important to serve that clientele. A lot of other counties, because it is a money loser, don’t want to do it anymore, so the State put together a regional Ombudsman Program. Allegany and Steuben counties comprise their own region, she said. Despite losing money on the program Steuben County is happy with its program as we are with ours, she added. Our program had a very successful evaluation this summer, and OFA does not wish to give it up and lose control of our County’s program. So we and Steuben County are seeking permission from NYSOFA to be able to each run our own programs as we have in the past. So far, no response has been forthcoming. Ms. Gasdik said she just wanted the Committee to be aware that we may lose the Ombudsman Program or be forced to combine with Steuben County and figure out a way to administer the new hybrid program.

Request to Create One Part-Time Temporary Typist Positions

OFA requests permission to create one part-time temporary typist (Grade 4, Step Min.) position. This position will be filled by a retired DSS worker who will work one of two possible schedules: either two days per week or three days per week. This position is responsible for telephone and office reception, and clerically supports the whole agency. If other employees were asked to do these jobs, the County would be paying higher wages for typist duties. Federal Balance Incentive Program funding will help support this position which provides good customer service to clients. Approval was granted on a motion by Legislator Pullen, seconded by Legislator Decker, and carried. **Refer to Ways & Means**

Request to Temporarily Fill a Typist Position on a Part-Time Basis

Ms. Gasdik also requested permission to temporarily fill a Typist (ASFCME, Grade 4, Step Min.) position on a part-time basis. This position will be filled by a retired DSS worker who will work one of two possible schedules: either two days per week or three days per week. This position is responsible for telephone and office reception, and clerically supports the whole agency. If other employees were asked to do these jobs, the County would be paying higher wages for typist duties. Federal Balance Incentive Program funding will support a portion of this position. Approval was granted on a motion by Legislator Pullen, seconded by Legislator O’Grady, and carried. **Refer to Ways & Means**

Request to Fill Aging Services Specialist Position

OFA requested permission to fill an Aging Services Specialist (AFSCME, Grade 16, Step Base). This position is responsible for care coordination. It is necessary to operate the EISEP

Program. State EISEP and CSE funding and Federal III-E and Balance Incentive Program funding will support this position. This will be a provisional position as there is no list to go format this time. Subsequently, whoever is hired will be told that s/he must pass the test and be one of the top three on the list to retain the position. Approval was granted on a motion by Legislator O'Grady, seconded by Legislator Pullen, and carried. **Refer to Ways & Means**

Health Department

Approval of Agreement with Monroe County Medical Examiner's Office

Health Department Director Lori Ballengee requested approval to enter into a contract with the Monroe County Medical Examiner's Office. She said the County has a contract with Olean General Hospital (OGH) which began January 2, 2015, but that we are retaining the contract with Monroe County, especially for forensic autopsies. The differences in the primary fees are as follows: a full autopsy at Monroe County will cost \$2,800 while an autopsy at OGH will cost \$1,650. The blood description exam (which is used when a full-blown autopsy is not needed) will cost \$1,800 at Monroe while it will cost \$200 at OGH. The body will only go to Monroe County if a law enforcement officer or the coroner feels it needs a more extensive autopsy than the type OGH can perform. Although we do need the contract with Monroe County, Ms. Ballengee hopes that the majority will go to OGH. She went on to say that since Dr. Christopher Depner (Wellsville), who serves as the Medical Director for the Department of Health and for the Jail, became the Medical Director for the coroners, the incidences of necessary autopsies has decreased because he is willing to sign the death certificates. (If no one will sign the death certificate, the body must be autopsied.) Ms. Ballengee has told him that if he is uncomfortable signing said certificate, then the body goes to Monroe County. Ms. Ballengee noted that Dr. Depner assumed this extra responsibility with no extra fee. In 2014, only 25 percent of bodies were sent for autopsies as opposed to as many as 55 percent in prior years. This savings, in her opinion, is thanks to Dr. Depner. Approval of the contract, contingent on correction of typographical errors, was granted on a motion by Legislator Decker, seconded by Legislator O'Grady, and carried. **Refer to Ways & Means**

Executive Session

The Committee entered executive session to discuss the financial and employment history of a particular corporation at 4:50 p.m. on a motion by Legislator Jessup, seconded by Legislator Decker, and carried.

The Committee exited executive session at 5:50 p.m. on a motion by Legislator Pullen, seconded by Legislator Decker, and carried.

Adjournment

There being no further business to come before the committee, the meeting was adjourned at 5:50 p.m. following a motion by Legislator Decker, seconded by Legislator Burt, and carried.

Respectfully submitted,
Cynthia Santora, Secretary to the Clerk of the Board
Allegany County Board of Legislators

**HUMAN SERVICES COMMITTEE
SPECIAL MEETING
JANUARY 26, 2015**

**** NOT APPROVED ****

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

Others Present: M. Alger, L. Ballengee, H. Budinger, P. Curran, D. Fanton, K. Graves, D. Healy, T. Hopkins, J. Luckey, T. Miner, D. Rahr, C. Santora

Media Present: No media present

Call to Order: The meeting was called to order at 4:40 p.m. by Human Services Committee Chairman Kevin LaForge.

Health Department

Health Department Director Lori Ballengee told the Committee that per the loss of the contract with Cooperative Extension for WIC, Cancer Services, Emergency Preparedness, and the Family Planning Educator, she had, at the behest of Legislator Decker, investigated other agencies in order to maintain the programs as well as retain the affected personnel. Ms. Ballengee entered into discussion with Jones Memorial Hospital (Wellsville), Ardent Solutions (formerly Allegany/Western Steuben Rural Health Network), and Olean General Hospital. Ms. Ballengee told the Committee that Jones Memorial Hospital was not interested. Hospital CEO Eva Benedict felt that the WIC Program does not meet the hospital's mission, and would defer to Ardent Solutions. She added that Jones would assist with the Cancer Services Program from the medical/clinical aspect if Ardent Solutions were chosen. Ardent Solutions, she said, offers benefits that are not as good as the benefits currently enjoyed by the employees. There is no retirement plan, so employees would need to establish and pay for retirement on their own. Ardent would subcontract the staff to DOH which would maintain the program which is similar to the set-up with Cornell. Ardent wants 33 percent for the fringe package which does not include retirement, and staff would have to pay for some things they don't now. Ardent also wants 10 percent for administrative overhead which amounts to \$47,291 annually. That would be their cost to administer the programs. Ms. Ballengee went on to say that her major concern with Ardent Solutions is that no one on its staff has a medical/clinical background and some of the programs are truly medical/clinical, that, and no retirement offerings are Ms. Ballengee's main concerns with Ardent Solutions. Olean General Hospital is asking for a 25 percent fringe rate which would save about 16 percent over the Ardent plan. OGH CEO Tim Finan told Ms. Ballengee he didn't think there would be any administrative overhead, but if there were, it would be minimal. Ms. Ballengee did not know what "minimal" might mean. However, she said, if we contracted with one of these agencies, the contract could be terminated at any time, leaving us in the same boat we find ourselves in currently. When asked about looking into the Cuba Hospital, Ms. Ballengee noted that Cuba Hospital has a lot of staffing issues, so she felt it best not to approach them. Ms. Ballengee said her strong preference is to retain the staff as County staff so we have control over the contract. She added that the DOH worked really hard to ensure that retaining the staff would not use County tax dollars, even with 46.32 percent fringe package, we will be able to absorb that in the grant monies. If we don't take on this on, many of the dedicated employees, some of whom have been with these programs since their inception, stand to lose sick time, etc. Wherever they end up (if not in the County) they will start at "0," that is no sick time, possibly no retirement, etc. She added they are not complaining because they

are grateful to continue to have jobs, but it seems wrong to reward such dedication with a reduced fringe packages, etc. Legislator LaForge asked Ms. Ballengee if, in her opinion, internalizing the program will give the County the best chance for success in future grant funding vs. something going wrong with one of these other options. Ms. Ballengee said that we have had WIC over 15 years and Cancer Services grants well over 20 years, and they have been very successful. The audits have been exceptional and the number of participants in WIC is higher than it has ever been. She added that these two programs in particular truly save lives. Legislator Decker said his only reservation is that it's grant money, so it is still taxpayers' dollars supporting these programs. Ms. Ballengee said that the new five-year block grant which will begin October 1, 2015, has already budgeted for the 46.32 fringe amount, and since we are the only ones who applied, we will certainly get the grant. The question arose whether these staff, many of whom are nervous about having to test for their positions, could be grandfathered in. However, that is not an option. The next step is to move this to Personnel to create these positions (nine staff members for WIC, three staff members for Cancer Services, one Emergency Preparedness staff member, and one Community Health Educator). Approval to move this on to Personnel was given on a motion by Legislator O'Grady, seconded by Legislator Burt, and carried. **Refer to Personnel Committee**

Adjournment

There being no further business to come before the committee, the meeting was adjourned at 5:00 p.m. following a motion by Legislator Decker, seconded by Legislator Jessup, and carried.

Respectfully submitted,
Cynthia Santora, Secretary to the Clerk of the Board
Allegany County Board of Legislators

**HUMAN SERVICES COMMITTEE
FEBRUARY 5, 2015**

**** NOT APPROVED ****

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

Others Present: R. Anderson, L. Ballengee, D. Fanton, K. Francisco, M. Gasdik, V. Grant, K. Graves, D. Healy, T. Hopkins, T. Miner, B. Riehle, T. Ross, C. Santora

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

Call to Order: The meeting was called to order at 4:00 p.m. by Human Services Committee Chairman Kevin LaForge.

Approval of Minutes

A motion was made by Legislator Decker, seconded by Legislator Jessup, and carried to approve the Human Services Committee minutes of January 7 and 26, 2015.

Community Services

Budget Adjustment

Community Services Director Dr. Robert Anderson requested that the sum of \$72,652 be placed in appropriation account A4314.456 (Arc CSS) with a like sum placed in revenue account A4314.3490.1014 (State Aid MH CSS) due to recent adjustments outlined in the latest State Aid letter. The budget adjustment was approved on a motion by Legislator Decker, seconded by Legislator Jessup, and carried. **Refer to Ways & Means**

Vehicle Budget Adjustment

Dr. Anderson also requested a budget adjustment of the following pass thru dollars: a sum of \$20,400 should be placed in revenue account A4220,3486.00 (State Aid-Allegany Council/Substance Abuse) with a like sum placed in appropriations account A4220.458 (Council on Alcoholism & Substance Abuse-Contractual). These are pass-thru State dollars to Allegany Council for their vehicle as part of their contract. Approval was granted on a motion by Legislator Jessup, seconded by Legislator O'Grady, and carried. **Refer to Ways & Means**

Accept & Appropriate from the State for Intensive Intervention Services

Dr. Anderson requested a resolution to accept and appropriate \$95,000 to provide for Intensive Intervention Services as a result of the St. James Psychiatric Care Unit closure. The sum of \$95,000 should be placed in revenue account A4314.3490.175A (State Aid-MH ARA Adult Care) with a like sum placed in appropriation account A4313.464A (Mental Health Contracts-Contractual). Approval was granted on a motion by Legislator O'Grady, seconded by Legislator Decker, and carried. **Refer to Ways & Means**

Request to Fill Health Home Manager

Dr. Robert Anderson also requested permission to hire an additional Health Home Manager. Approval was granted on a motion by Legislator O'Grady, seconded by Legislator Decker, and carried. **Refer to Ways & Means**

Office for the Aging

Monthly Report

Office for the Aging Director Madeleine Gasdik reported that the OFA Receptionist had delivered a baby boy. In other news, Ms. Gasdik said that a Meals-on-Wheels van had been totaled in an accident due to the weather. The 83-year-old driver was fine and refused any medical treatments. Ms. Gasdik and he finished his rounds. As pertains to the Ombudsman Program about which she spoke last month, Ms. Gasdik said NYSOFA refused to allow Allegany and Steuben counties to continue to run their own programs, so with great remorse, Ms. Gasdik said OFA is giving up that program. However, she added, she is in conversations with other local agencies such as Catholic Charities, etc., to determine if anyone else would like to assume that responsibility. Finally, she said that OFA is piloting a program with the Alfred-Almond Library to lend books on tape and DVDs to homebound clients. They fill out an "order" form provided by the Library, the Library will drop off the requested items to the Luncheon Center, and the Meals-on-Wheels drivers will deliver them.

Request to Fill Position

Ms. Gasdik requested permission to fill the Belmont Center Manager position which will become vacant due to a retirement. This is a part-time position which pays \$9 per hour. The position manages the Belmont Luncheon Center two days per week from 10 a.m. to 2 p.m. The duties are specific to the Belmont Luncheon Center. Without this position, the Center would close. Funding for this position is 33 percent County match, 40 percent Older American Act Federal Funds, and 27 percent contributions.

Approval was granted on a motion by Legislator Pullen, seconded by Legislator Decker, and carried. **Refer to Ways & Means**

Department of Social Services**Monthly Report**

Department of Social Services Commissioner Vicki Grant noted that the numbers in her monthly report were on par with expectations. She pointed out that "Family Health Plus" had declined to "0" because of the ACA and Medicaid changes, so that will disappear. Ms. Grant also wanted to recognize and thank her staff for their hard work while she had been out. Finally, Ms. Grant noted that she had recently attended a Healthy Families Advisory Board meeting where her staff was recognized for their hard work and collaborative nature. She said she had been told that the difference between the way Allegany County interacts with this Board and the way other counties interact with it is the difference between night and day. So she wanted to again send kudos to her staff.

Request to Fill Senior Account Clerk Typist

DSS requested permission to fill a Senior Account Clerk Typist position in the Support Collection Unit (AFSCME, Grade 10, Step MIN). This vacancy occurred as the result of a promotion. This position is responsible for overseeing all accounts pertaining to collection of child support payments, building and creating ledgers and income executions for the collection of child support monies, and assisting employers with setting up garnishments. The position is funded by 50 percent federal dollars, and 50 percent local dollars, subject to TANF collections. Approval was granted on a motion by Legislator O'Grady, seconded by Legislator Burt, and carried. **Refer to Ways & Means**

Health Department**Contract with Southtowns Children's SLP, PT, and OT Associates, PLLC**

The Health Department requested approval of a contract for approved providers of programs, SEIT and/or evaluations for preschoolers with disabilities. The contract was approved

on a motion by Legislator Burt, seconded by Legislator Pullen, and carried. **Refer to Ways & Means**

Lead Poisoning Prevention Program

The Health Department also requested approval of an Inter-municipal Agreement between Allegany and Cattaraugus Counties for the period January 1, 2015, through December 31, 2017. This agreement is in conjunction with Allegany County's Lead Poisoning Prevention Program and allows Cattaraugus County the ability to contract Allegany County to perform Elevated Blood Lead (EBL) Investigation services. In consideration for providing these services, Cattaraugus County will remit payment, not to exceed \$3,000 annually, to Allegany County as follows:

- 2015 \$29.82 per hour, 2016 \$30.57 per hour, 2017 \$31.33 per hour
- Mileage at IRS rate that's in effect at the time of service
- Meals up to \$10, including tip, if the investigation encompasses the Investigator's normal lunch hour.
- Equipment Usage of \$150 per completed assessment

FISCAL IMPACT: Revenue of up to \$3,000 per year.

Approval was granted on a motion by Legislator Decker, seconded by Legislator O'Grady, and carried. **Refer to Ways & Means**

Budget Transfer

Public Health Director Lori Ballengee requested a resolution transferring \$1,200 from A4071.456 (Cancer Services-Health Contracts) to A4071.201 (Cancer Services-Equipment) to purchase a white board. Approval was granted on a motion by Legislator Pullen, seconded by Legislator Jessup, and carried. **Prepare Resolution**

Accept & Appropriate COLA Money for the Cancer Services Program

DOH requests a resolution to accept and appropriate COLA money for the Cancer Services Program for the 2015 Budget year. A sum of \$10,226 should be placed in revenue account A4071.340100 (State Aid), and those funds should also be appropriated as follows:

| | |
|-----------------------------------|---------|
| A4071.201 (Office Equipment) | \$2,814 |
| A4071.407 (Office Supplies) | \$ 216 |
| A4071.419 (Printing/Microfilming) | \$ 680 |
| A4071.422 (Gasoline/Oil) | \$ 500 |
| A4071.424 (Legal Advertising) | \$2,327 |
| A4071.802 (Retirement) | \$1,473 |
| A4071.803 (FICA) | \$ 609 |
| A4071.804 (Workers Comp) | \$ 120 |
| A4071.805 (Disability) | \$ 14 |
| A4071.806 (Hosp/Med Ins) | \$1,473 |

Approval was granted on a motion by Legislator Decker, seconded by Legislator Jessup, and carried. **Refer to Ways & Means**

Adjournment

There being no further business to come before the committee, the meeting was adjourned at 5:05 p.m. following a motion by Legislator O'Grady, seconded by Legislator Decker, and carried.

Respectfully submitted,

Cynthia Santora, Secretary to the Clerk of the Board
Allegany County Board of Legislators

**HUMAN SERVICES COMMITTEE
SPECIAL MEETING
FEBRUARY 23, 2015**

**** NOT APPROVED ****

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

Others Present: M. Alger, L. Ballengee, H. Budinger, P. Curran, K. Graves, D. Healy, R. Hollis, G. LaForge, T. Miner, B. Riehle, D. Root, T. Ross, C. Santora

Media Present: No media present

Call to Order: The meeting was called to order at 1:06 p.m. by Human Services Committee Vice Chairman David Pullen.

Request to Create & Fill Positions

The Health Department has enjoyed a harmonious working relationship with Cornell Cooperative Extension with respect to contracting staff of select Health Department programs for the past 15 years. It has saved the County significant grant dollars, allowing those funds to be expended on program supplies and clients. Cornell is desirous to end this relationship, effective March 23, 2015. After guidance and due diligence from the Human Services Committee, Public Health Director Lori Ballengee requested that the following positions be added to the Health Department staff. There will be no County dollars involved in this transfer, except the \$3,270 already being spent on our 10 hours per week Quality Assurance Coordinator's fringe benefits. This particular position is mandated under our Licensed Home Care Services Agency, and fringe costs are ineligible, so that expense will be there, regardless. The Registered Nurse for the Cancer Services Program works the 10 hours per week as QA Coordinator and performs Cancer Services duties the other 25 hours per week. Please see the attached Request to Fill Forms for specific information about each position.

- Cancer Services (3)=Registered Nurse, Community Outreach Specialist and Medical Records Computer Operator
- Women, Infants and Children (WIC) (9)=Program Coordinator, Registered Nurse, Outreach Specialist, Nutritionist, 2 Clerks and 3 part-time Peer Counselors
- Emergency Preparedness (1)=Emergency Preparedness Specialist
- Public Health (1)=Public Health Educator

Cancer Services

Public Health Director Lori Ballengee requested that the following positions be created and filled in the Cancer Services area:

--*Registered Nurse* (NYSNA, Step 6) This position was a Cornell Cooperative Extension position. CCE has ended our contractual relationship so staff needs to come under the County's control. The Cancer Services Program provides life-saving cancer screenings and assists with treatment costs for those diagnosed with cancer. One hundred percent of the salary and fringe benefits will be covered by program and grants and/or Article 6 Funding as needed. This position provides a source of income for screening providers and allows those who are un- or under-insured the opportunity to get cancer screenings and help with treatment. The cost of this position will be in the 2015 Budget once transfers are made. Approval was granted on a motion

by Legislator Jessup, seconded by Legislator Decker, and carried. **Prepare Resolution and Refer to Ways & Means**

--*Community Outreach Specialist* (Non Union, Grade 4, Step Base) This position was a Cornell Cooperative Extension position. CCE has ended our contractual relationship so staff needs to come under the County's control. The Cancer Services Program provides life-saving cancer screenings and assists with treatment costs for those diagnosed with cancer. One hundred percent of the salary and fringe benefits will be covered by program and grants and/or Article 6 Funding as needed. This position provides a source of income for screening providers and allows those who are un- or under-insured the opportunity to get cancer screenings and help with treatment. The cost of this position will be in the 2015 Budget once transfers are made. Approval was granted on a motion by Legislator Decker, seconded by Legislator LaForge, and carried. The creation of this position was authorized at the February 18, 2015, Personnel Committee meeting. **Prepare Resolution and Refer to Ways & Means**

--*Medical Records Computer Operator* (AFSCME, Grade10, Step Base) This position was a Cornell Cooperative Extension position. CCE has ended our contractual relationship so staff needs to come under the County's control. The Cancer Services Program provides life-saving cancer screenings and assists with treatment costs for those diagnosed with cancer. One hundred percent of the salary and fringe benefits will be covered by program and grants and/or Article 6 Funding as needed. This position provides a source of income for screening providers and allows those un or underinsured the opportunity to get cancer screenings and help with treatment. The cost of this position will be in the 2015 Budget once transfers are made. Approval was granted on a motion by Legislator Jessup, seconded by Legislator Decker, and carried. **Prepare Resolution and Refer to Ways & Means**

Women, Infants, and Children (WIC)

Public Health Director Lori Ballengee requested that the following positions be created and filled in the WIC area:

--*Program Coordinator* (PEF, Grade 7, Step 7) This position was a Cornell Cooperative Extension position. CCE has ended our contractual relationship so staff needs to come under the County's control. The WIC Program cannot exist without these staff, required by the state. One hundred percent of the salary and fringe benefits will be covered by program and grants and/or Article 6 Funding as needed. The WIC Program distributes over \$1,000,000 in checks that are used at local grocery and drug stores. An additional \$15,000 in checks is given out annually to support local farmers in Farmer's Market checks. The cost of this position will be in the 2015 Budget once transfers are made. Approval was granted on a motion by Legislator LaForge, seconded by Legislator Decker, and carried. The creation of this position was authorized at the February 18, 2015, Personnel Committee meeting. **Prepare Resolution and Refer to Ways & Means**

--*Registered Nurse* (NYSNA, Step 3) This position was a Cornell Cooperative Extension position. CCE has ended our contractual relationship so staff needs to come under the County's control. The WIC Program cannot exist without these staff, required by the state. One hundred percent of the salary and fringe will be covered by program and grants and/or Article 6 Funding as needed. The cost of this position will be in the 2015 Budget once transfers are made. The WIC Program distributes over \$1,000,000 in checks that are used at local grocery and drug stores. An additional \$15,000 in checks is given out annually to support local farmers in Farmer's Market checks. Approval was granted on a motion by Legislator Decker, seconded by

Legislator Jessup, and carried. The creation of this position was authorized at the February 18, 2015, Personnel Committee meeting. **Prepare Resolution and Refer to Ways & Means**

--*Outreach Specialist* (AFSCME, Grade 11, Step 4) This position was a Cornell Cooperative Extension position. CCE has ended our contractual relationship so staff needs to come under the County's control. The WIC Program cannot exist without these staff, required by the state. One hundred percent of the salary and fringe benefits will be covered by program and grants and/or Article 6 Funding as needed. The cost of this position will be in the 2015 Budget once additional requested grant monies are received. The WIC Program distributes over \$1,000,000 in checks that are used at local grocery and drug stores. An additional \$15,000 in checks is given out annually to support local farmers in Farmer's Market checks. Approval was granted on a motion by Legislator Jessup, seconded by Legislator LaForge, and carried. The creation of this position was authorized at the February 18, 2015, Personnel Committee meeting. **Prepare Resolution and Refer to Ways & Means**

--*Nutritionist* (AFSCME, Grade 5, Step Base) This position was a Cornell Cooperative Extension position. CCE has ended our contractual relationship so staff needs to come under the County's control. The WIC Program cannot exist without these staff, required by the state. One hundred percent of the salary and fringe benefits will be covered by program and grants and/or Article 6 Funding as needed. The cost of this position will be in the 2015 Budget once additional requested grant monies are received. The WIC Program distributes over \$1,000,000 in checks that are used at local grocery and drug stores. An additional \$15,000 in checks is given out annually to support local farmers in Farmer's Market checks. Approval was granted on a motion by Legislator Decker, seconded by Legislator LaForge, and carried. The creation of this position was authorized at the February 18, 2015, Personnel Committee meeting. **Prepare Resolution and Refer to Ways & Means**

--*Women's, Infants and Children's (WIC) Clerks (2)* (AFSCME, Grade 4, Step 7) This position was a Cornell Cooperative Extension position. CCE has ended our contractual relationship so staff needs to come under the County's control. The WIC Program cannot exist without these staff, required by the state. One hundred percent of the salary and fringe benefits will be covered by program and grants and/or Article 6 Funding as needed. The cost of this position will be in the 2015 Budget once additional requested grant monies are received. The WIC Program distributes over \$1,000,000 in checks that are used at local grocery and drug stores. An additional \$15,000 in checks is given out annually to support local farmers in Farmer's Market checks. Approval was granted on a motion by Legislator LaForge, seconded by Legislator Decker, and carried. **Prepare Resolution and Refer to Ways & Means**

Peer Counselors (3, PT) (Non Union, Grade 4, Step Base)

These positions were Cornell Cooperative Extension positions. CCE has ended our contractual relationship so staff needs to come under the County's control. The WIC Program cannot exist without these staff, required by the state. One hundred percent of the salary and fringe benefits will be covered by program and grants and/or Article 6 Funding as needed. The cost of this position will be in the 2015 Budget once additional requested grant monies are received. The cost of this position will be in the 2015 Budget once additional requested grant monies are received. The WIC Program distributes over \$1,000,000 in checks that are used at local grocery and drug stores. An additional \$15,000 in checks is given out annually to support local farmers in Farmer's Market checks. Approval was granted on a motion by Legislator Decker, seconded by Legislator Jessup, and carried. The creation of these positions was

authorized at the February 18, 2015, Personnel Committee meeting. **Prepare Resolution and Refer to Ways & Means**

Emergency Preparedness

Public Health Director Lori Ballengee requested that the following positions be created and filled in the Emergency Preparedness area:

--*Emergency Preparedness Specialist* (AFSCME, Grade 13, Step 3) This position was a Cornell Cooperative Extension position. CCE has ended our contractual relationship so staff needs to come under the County's control. We are mandated to have an Emergency Preparedness position, by State DOH. One hundred percent of the salary and fringe benefits will be covered by program and grants and/or Article 6 Funding as needed. The cost of this position will be in the 2015 Budget once transfers are made. Preparing for outbreaks, disasters and other emergencies is integral for a coordinated, comprehensive response. This position insures all staff have proper and complete training needed to accomplish this. Approval was granted on a motion by Legislator Jessup, seconded by Legislator LaForge, and carried. The creation of this position was authorized at the February 18, 2015, Personnel Committee meeting. **Prepare Resolution and Refer to Ways & Means**

Public Health

Public Health Director Lori Ballengee requested that the following positions be created and filled in the Public Health area:

--*Public Health Educator* (AFSCME Grade 17, Step Base) This position was a Cornell Cooperative Extension position. CCE has ended our contractual relationship so staff needs to come under the County's control. We are required as part of our Reproductive Health Program to have an Educator on staff. Our goal is to reduce teen pregnancies and all transmission of sexually transmitted diseases. This position plays a vital part in meeting the goals. One hundred percent of the salary and fringe benefits will be covered by program and grants and/or Article 6 Funding as needed. The cost of this position will be in the 2015 Budget once transfers are made. Preventing teen pregnancies and disease transmission will help lower health care costs and prevent needless suffering. Approval was granted on a motion by Legislator Decker, seconded by Legislator Jessup, and carried. **Prepare Resolution and Refer to Ways & Means**

Accept & Appropriate COLA monies

DOH requested a resolution to accept and appropriate COLA money for the WIC program for the 2015 budget year.

| | |
|---------------------------------------|-----------------|
| Appropriations (\$23,147) | |
| A4190.407 (Office Supplies) | \$ 200 |
| A4190.408 (General Supplies) | \$ 1,459 |
| A4190.410 (Maint in Lieu of Rent) | \$ 200 |
| A4190.414 (Rentals: Real Property) | \$ 2,306 |
| A4190.424 (Legal Advertising) | \$ 500 |
| A4190.427 (Electricity) | \$ 400 |
| A4190.428 (Natural Gas) | \$ 250 |
| A4190.456 (Health Contracts) | <u>\$17,832</u> |
| Revenues (\$23,147) | |
| A4190.4452.00 (Federal Aid –WIC 4482) | \$23,147 |

Approval was granted on a motion by Legislator Jessup, seconded by Legislator LaForge, and carried. **Refer to Ways & Means**

Transfer of Funds

The Health Department is requesting that appropriations on the 2015 County budget be transferred to fund both wage and fringe benefit expenses associated with the Cornell Contracted Staff becoming County employees. It was the goal of the Health Department to ensure that, with the exception of fringe benefits for one individual who is performing mandated QA services for 10 hours per week, no local tax dollars were used to cover these personal service expenses. To achieve this, it was necessary to reduce some grant funded program services. If it is subsequently determined that these program services are needed it may be necessary to reappropriate the original \$29,697 payroll deposit that was paid to Cornell Cooperative Extension on December 14, 2009. Also, please note that there will be two additional MOE's coming at a later date which will provide funding for the WIC personnel services. Those two MOE's are an increase in the WIC grant amount of \$30,000 as well as \$16,617 of WIC's performance improvement grant. The monies should be appropriated as presented below:

| From: | To: | Amount: |
|------------|------------------|----------------------|
| A4010.456 | Health Contracts | \$ 24,047.00 |
| A4035.456 | Health Contracts | \$ 29,299.00 |
| A4056.456 | Health Contracts | \$ 350.00 |
| A4071.409 | Fees | \$ 26,631.00 |
| A4071.456 | Health Contracts | \$ 66,359.00 |
| A4072.456 | Health Contracts | \$ 3,421.00 |
| A4189.456 | Health Contracts | \$ 30,458.00 |
| A4190.456 | Health Contracts | <u>\$ 268,555.00</u> |
| From Total | | \$ 449,120.00 |

| | | |
|-----------|--------------|---------------|
| A4010.101 | Regular Pay | \$ 296,498.00 |
| A4035.802 | Retirement | \$ 6,318.00 |
| A4035.803 | F I C A | \$ 2,603.00 |
| A4035.804 | Workers Comp | \$ 528.00 |
| A4035.805 | Disability | \$ 85.00 |
| A4035.806 | Hosp/Med Ins | \$ 7,408.00 |
| A4056.802 | Retirement | \$ 1,042.00 |
| A4056.803 | F I C A | \$ 429.00 |
| A4056.804 | Workers Comp | \$ 87.00 |
| A4056.805 | Disability | \$ 14.00 |
| A4056.806 | Hosp/Med Ins | \$ 1,222.00 |
| A4071.802 | Retirement | \$ 11,528.00 |
| A4071.803 | F I C A | \$ 4,749.00 |
| A4071.804 | Workers Comp | \$ 962.00 |
| A4071.805 | Disability | \$ 154.00 |
| A4071.806 | Hosp/Med Ins | \$ 13,515.00 |
| A4072.802 | Retirement | \$ 572.00 |
| A4072.803 | F I C A | \$ 236.00 |
| A4072.804 | Workers Comp | \$ 48.00 |

| | | | |
|-----------|-----------------------|----|------------|
| A4072.805 | Disability | \$ | 8.00 |
| A4072.806 | Hosp/Med Ins | \$ | 671.00 |
| A4189.802 | Retirement | \$ | 4,169.00 |
| A4189.803 | F I C A | \$ | 1,717.00 |
| A4189.804 | Workers Comp | \$ | 348.00 |
| A4189.805 | Disability | \$ | 56.00 |
| A4189.806 | Hosp/Med Ins | \$ | 4,887.00 |
| A4190.802 | Retirement | \$ | 33,293.00 |
| A4190.803 | F I C A | \$ | 13,715.00 |
| A4190.804 | Workers Comp | \$ | 2,779.00 |
| A4190.805 | Disability | \$ | 448.00 |
| A4190.806 | Hosp/Med Ins | \$ | 39,031.00 |
| | To Total | \$ | 449,120.00 |
| | Net Transaction Total | \$ | 0.00 |

Approval was granted on a motion by Legislator LaForge, seconded by Legislator Decker, and carried. **Refer to Ways & Means**

Adjournment

There being no further business to come before the committee, the meeting was adjourned at 1:35 p.m. following a motion by Legislator Burt, seconded by Legislator Decker, and carried.

Respectfully submitted,
Cynthia Santora, Secretary to the Clerk of the Board
Allegany County Board of Legislators

**HUMAN SERVICES COMMITTEE
MARCH 4, 2015**

**** NOT APPROVED ****

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

Others Present: M. Alger, L. Ballengee, H. Budinger, M. Gasdik, V. Grant, K. Graves, D. Healy, T. Miner, B. Riehle, C. Santora

Media Present: No media present

Call to Order: The meeting was called to order at 4:05 p.m. by Human Services Committee Chairman Kevin LaForge.

Amendment & Approval of Minutes

OFA Director Madeleine Gasdik requested that Ardent Solutions be the organization "on record" rather than Catholic Charities as appears in the February 5, 2015, minutes.

Under OFA: Monthly Report

...As pertains to the Ombudsman Program about which she spoke last month, Ms. Gasdik said NYSOFA refused to allow Allegany and Steuben counties to continue to run their own programs, so with great remorse, Ms. Gasdik said OFA is giving up that program. However, she added, she is in conversations with other local agencies such as ~~Catholic Charities~~, Ardent Solutions, etc., to determine if anyone else would like to assume that responsibility.

ALSO (February 5, 2015, minutes)

Under Community Services: Request to Fill Health Home Manager, action should be changed (as below)

Dr. Robert Anderson also requested permission to hire an additional Health Home Manager. Approval was granted on a motion by Legislator O'Grady, seconded by Legislator Decker, and carried.

~~Refer to Ways & Means (should be) Prepare Resolution~~

A motion was made by Legislator Jessup, seconded by Legislator Decker, and carried to approve the Human Services Committee minutes of February 5, 2015, as amended.

Subsequently, a motion was made by Legislator Decker, seconded by Legislator Jessup, and carried to approve the Human Services Committee minutes of February 23, 2015.

Department of Social Services

Monthly Report

Department of Social Services Commissioner Vicki Grant entertained questions/comments on her pre-filed monthly report. Legislator Decker had several questions, pointing out fluctuations in numbers from a year ago at this time.

Family Health Plus went from 540 to 0 from January 2014 to January 2015. Ms. Grant explained that "Family Health Plus" had declined to "0" because of the ACA and Medicaid changes, so that will disappear altogether.

Relative Placement, which went from 4 in January 2014, has risen to 29 in January 2015. This, said Ms. Grant, is a result of a concerted effort to place children with suitable relatives instead of foster care if possible.

Adult Protective Open Cases, which grew from 6 in January 2014 to 17 in January 2015, is a result of much elder abuse, including financial exploitation, abuse, bad housing, etc.

Finally, CDPAP (Consumer Directed Programs) cases rose from 28-46 from January 2014 to January 2015. This number fluctuates, said Ms. Grant, as a result of what families want. They choose and hire their own personal care aides.

Ms. Grant concluded her report with “good news.” Kathy Van Etten, Senior Welfare Examiner, graduated from Leadership Allegany. The state requires case work contacts for foster care at a 95 percent level; we recently made 98.9 percent, so kudos for the Foster Care Unit. Our successful Response Program has reached its five-year mark, so we are celebrating that, and there will probably be additional information about that in April.

Request to Fill Senior Caseworker Position

Ms. Grant requested permission to fill a Senior Caseworker (AFSCME, Grade 17, Step Min.) position. This position, which became vacant due to a retirement, resides in the Services Unit and does child protective investigation and safety assessments to ensure the health, welfare, and safety of children. Without this position, DSS would not be able to meet state and federal requirements. This position is funded 50 percent federal dollars, 25 percent state dollars, and 25 percent county dollars. Approval was granted on a motion by Legislator O’Grady, seconded by Legislator Burt, and carried. **Refer to Ways & Means**

Request to Fill Social Welfare Examiner Position

Ms. Grant also requested permission to fill a Social Welfare Examiner position (AFSCME, Grade 11, Step Min.). This position resides in the Temporary Assistance Unit and is responsible for interviewing clients, determining eligibility, and administering the appropriate benefits. Without this position, DSS would not meet state and federal requirements. Funding is provided with 50 percent federal dollars, 25 percent state dollars, and 25 percent County dollars. Approval was granted on a motion by Legislator Burt, seconded by Legislator Decker, and carried. **Refer to Ways & Means**

Office for the Aging **Monthly Report**

Office for the Aging Director Madeleine Gasdik entertained questions/comments on her pre-filed monthly report. In response to a question regarding the section labeled “Units of Service,” Ms. Gasdik explained that three segments (Homemaking/Personal Care, Housekeeping/Chore, and Case Management) are measured in hours, and the rest are measured in number of contacts (also referred to as “units.”) It was also noted that there had been some reduction in Meals-on-Wheels meals served in January 2015 compared to January 2014 which, said Ms. Gasdik, was somewhat of a relief as OFA had been over budget last year. Ms. Gasdik informed the group that a replacement for recently retired Tobi Nickerson had been hired. Sharon Tyrell, formerly the Volunteer Coordinator at the Comfort House in Wellsville would begin shortly. She also told the Committee that the AED has been installed and OFA is now working on training for staff in the use of the AED. In February, OFA did 102 tax returns for Allegany County seniors. Calendar events include the Senior Forum to be held Thursday, April 2, at the Genesee Valley Central School in Belmont, and the Senior Picnic is scheduled for Wednesday, July 29. She added that the Legislative Luncheon which had been scheduled for May 1 has been tentatively re-scheduled for May 8. She explained that County resident and long-time OFA volunteer Wallace Higgins had been awarded the Congressional Gold Medal for his work with the Civil Air Patrol, but had been unable to travel to Washington, DC, to receive the award. Senator Cathy Young’s Office is working to get someone from Washington and Congressman Reed to come to Allegany County to present the medal to Mr. Higgins at the Legislative Luncheon.

Contract with VNA Home Care for Home-Delivered Meals for Their Long-Term Care Clients

Ms. Gasdik requested permission to enter into a contract with VNA Homecare Options, LLC, 1050 W. Genesee Street, Syracuse, NY, to supply home-delivered meals to its long-term care clients at a price of \$6.50 per meal. No additional need for funding is anticipated as the OFA 2015 Budget already includes meal for (now DSS) long-term care clients. It was noted that the County Attorney had reviewed and approved the contract. Approval was granted on a motion by Legislator Decker, seconded by Legislator Jessup, and carried. **Refer to Ways & Means**

Health Department
Monthly Report

Public Health Director Lori Ballengee gave an update on local illness prevalence and indicated that flu season probably has close to two more months before the population sees the end of it. Ms. Ballengee wanted to give Committee members a “heads up” regarding a movement by people at Alfred University wanting the Legislature to pass legislation prohibiting local pharmacies from selling tobacco products. After a brief discussion, the consensus of the group seemed to be a “hands-off” approach in this area. Ms. Ballengee indicated that would also be her stance when the issue is discussed at the next Board of Health meeting.

Grant Applications to Assist with Electronic Medical Records Costs

Ms. Ballengee requested permission to apply for grant funding from the United Way and from the Allegany County Area Foundation. The following is the rationale: As of March 27, 2015, all health-related facilities will be required by the state to administer all prescriptions electronically. There will be no more paper scripts. DOH will face fines if it is not in compliance. DOH has found an EMR (Electronic Medical Record) Company to accomplish this and would like to submit a grant application to the United Way and the Allegany Area Foundation to assist DOH in purchasing the equipment, training, and implementation of this new system. Should the applications for funding fail, DOH will need to pay for this out of its Article 6, General Public Health Work grant money. After any grant funding expires, there will be an on-going monthly service charge for the software and technical support. Again, these costs will be covered by the Family Planning and Article 6 grant monies. Between the submission of the MOE and the Human Services meeting, Ms. Ballengee had been informed that the County Health Department was not eligible for United Ways funding because it is a government agency. However, she intends to pursue funding from the Allegany County Area Foundation. She also noted that there may be an extension in the works and that DOH would not pursue this software until absolutely necessary because of the accompanying costs. Approval was granted on a motion by Legislator Pullen, seconded by Legislator Jessup, and carried. **Refer to Ways & Means**

Request to Fill PT Early Intervention Services Coordinator Position

Ms. Ballengee also requested permission to fill a PT Early Intervention Services Coordinator Position (non-union, Grade 16, Step Base). NYS passed a law to comply with Federal regulations. As of September 2010, DOH is required to have two EI Service Coordinators in place at least 20 hours per week each to be in compliance with that law. EI Service Coordinators ensure that only children meeting the regulation guidelines receive services and those services are delivered in the most cost-effective, efficient manner possible. The majority of these services are billable, which will generate revenue to fund the salaries. Salaries will be covered by billable units generated and Article 6, General Public Health Work grant funds. Without this position, there would be a loss of control in insuring that the quantity of

provided services are as cost-effective and efficient as they can possibly be. Approval was granted on a motion by Legislator Decker, seconded by Legislator Burt, and carried. **Refer to Ways & Means**

Adjournment

There being no further business to come before the committee, the meeting was adjourned at 4:42 p.m. following a motion by Legislator Decker, seconded by Legislator Burt, and carried.

Respectfully submitted,
Cynthia Santora, Secretary to the Clerk of the Board
Allegany County Board of Legislators

**HUMAN SERVICES COMMITTEE
MARCH 23, 2015
SPECIAL MEETING**

**** NOT APPROVED ****

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

Others Present: M. Alger, H. Budinger, P. Curran, D. Fanton, V. Grant, K. Graves, L. Gridley, D. Healy, R. Hollis, T. Hopkins, T. Hull, T. Miner, D. Rahr, B. Riehle, D. Root, T. Ross, C. Santora, N. Ungermann

Media Present: No media present

Call to Order: The meeting was called to order at 12:45 p.m. by Human Services Committee Chairman Kevin LaForge.

**Health Department
Transfer Funds**

The Health Department is requesting that appropriations on the 2015 Cancer Services Program County budget be transferred so that the County budget matches the remaining available grant balances. Note, this transfer is required to spend out the remaining Cancer Services grant that expires on March 31, 2015.

| <u>From:</u> | <u>To:</u> | <u>Amount:</u> |
|---------------------------------------|------------------------------|----------------|
| <u>Cancer Services Program (4071)</u> | | |
| A4071.409 Fees | | 16,000 |
| | A4071.401 Postage | 1,500 |
| | A4071.407 Office Supplies | 2,500 |
| | A4071.408 General Supplies | 2,000 |
| | A4071.419 Printing/Microfilm | 2,000 |
| | A4071.424 Legal Advertising | 8,000 |
| | Net Transaction Total | <u>\$ 0.</u> |

Approval was granted on a motion by Legislator Decker, seconded by Legislator Pullen, and carried.

**Department of Social Services
Permission to Apply for a Grant**

Department of Social Services Commissioner Vicki Grant requested permission to apply for funding for Co-location/collaboration of Behavioral Health and Child Protective Services. This grant is the result of monies being made available under the Federal Child Abuse Prevention and Treatment Act (CAPTA) for child protective services and behavioral health partnerships. The funds are to be used for hiring or contracting for or partnering with a local behavioral health provider to support the work of child protective services staff. The grant will allow for \$75,000 per year for two years. There is no County share. Approval was granted on a motion by Legislator Decker, seconded by Legislator Jessup, and carried. **Refer to Ways & Means**

Adjournment

There being no further business to come before the committee, the meeting was adjourned at 1:02 p.m. following a motion by Legislator Decker, seconded by Legislator Pullen, and carried.

Respectfully submitted,
Cynthia Santora, Secretary to the Clerk of the Board
Allegany County Board of Legislators

**HUMAN SERVICES COMMITTEE
APRIL 1, 2015**

**** NOT APPROVED ****

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

Others Present: M. Alger, L. Ballengee, K. Dirlam, D. Fanton, M. Gasdik, V. Grant, K. Graves, D. Healy, T. Hopkins, C. Knapp, B. Riehle, C. Santora

Media Present: No media present

Call to Order: The meeting was called to order at approximately 4:04 p.m. by Human Services Committee Chairman Kevin LaForge.

Amendment of Minutes

DSS Commissioner Vicki Grant requested the following changes in last month's minutes:
Under DSS Monthly Report (original)
Our successful Response Program has reached its five-year mark, so we are celebrating that, and there will probably be additional information about that in April.

REQUESTED CHANGES UNDERLINED

Our successful Family Response Program, the dual track program of Child Protection, has reached its five-year mark, so we are celebrating that, and there will probably be additional information about that in April, which is Child Abuse Prevention Month.

Approval of Minutes

A motion was made by Legislator Burt, seconded by Legislator O'Grady, and carried to approve the Human Services Committee minutes of March 4, 2015, as amended.

Approval of Minutes

A motion was made by Legislator Jessup, seconded by Legislator O'Grady, and carried to approve the special Human Services Committee meeting minutes of March 23, 2015.

Board of Health Re-appointment

The six-year term of Willard L. Simons, a member of the Board of Health, expires July 7, 2015. The Board of Health would like to re-appoint Dr. Simons to serve another six-year term, commencing July 8, 2015, and expiring July 7, 2021. The re-appointment was approved on a motion by Legislator Burt, seconded by Legislator Jessup and carried. **Prepare Resolution**

**Department of Social Services
Monthly Report**

Social Services Commissioner Vicki Grant entertained questions/comments on her pre-filed monthly report. Hearing none, she went on to read the following statement:

Child Abuse Prevention Month-April

"When we intervene early in children's lives, we see the results later on in a more prosperous future for all of us. Child development is community development. When we provide healthy environments of experiences and relationships, we build a strong foundation for healthy brain development. One active ingredient is the "serve and return" relationships that children have with their parents and other caregivers in their communities. As in games such as tennis

and volleyball, young children naturally reach out for interaction, and adults respond with reliable, engaged interaction. When this process is disrupted, children's brain circuits are underdeveloped, and future development must rely on a fragile foundation.

"That is why we train our staff in evidence-based practices, partner with collaborations and coalitions such as PPAC and Success by Six, and why we support child abuse prevention programs known to be effective, such as Healthy Families, which provides access to counseling and peer support for families who need help developing these kinds of relationships. This ensures that all children in our community will grow up with the healthy development they need to become stable, contributing adults."

Ms. Grant noted that her staff will present at the April 13 Board meeting, and she encouraged the Committee to wear blue on Thursday, April 9, and to purchase and plant a pinwheel in the Pinwheels for Prevention Garden. Pinwheels will be on sale March 30 through April 9. The suggested donation is \$3 each.

Request Permission to Fill Account Clerk Typist Position

Commissioner Grant requested permission to fill an Account Clerk Typist (AFSCME, Grade 7, Step Min.) which became vacant as the result of a promotion. The position is responsible for clerical work in the Child Support Collection Unit. The position is funded by 50 percent federal funds and 50 percent local funds (offset by TANF collections). Permission to fill the position was granted on a motion by Legislator Pullen, seconded by Legislator O'Grady, and carried. **Refer to Ways & Means**

Request Permission to Fill Casework Position

Ms. Grant also requested permission to fill a Caseworker (AFSCME, Grade 16, Step Min.) vacancy which occurred as a result of a promotion. This position is in the Services Unit and is responsible for ensuring the health, welfare, and safety of children and adults. The position is funded by 50 percent federal funds, 25 percent state funds, and 25 percent local funds. Permission to fill the position was approved on a motion by Legislator O'Grady, seconded by Legislator Jessup, and carried. **Refer to Ways & Means**

Office for the Aging

Monthly Report

Office for the Aging Director Madeleine Gasdik entertained questions/comments on her pre-filed monthly report. Receiving none, the Committee moved on to the OFA action items.

Request to Apply for BIP Caregivers' Grant

Ms. Gasdik requested authorization to apply for the Balancing Incentive Program (BIP) Caregiver Support Program grant. This grant provides caregiver support services to caregivers of care recipients who are dual eligible (Receiving health insurance through Medicaid and Medicare and are receiving one or more services and/or support through the Office for the Aging (Or clients who are waiting for such services). Also serves caregivers of individuals receiving Medicaid Managed Long Term Services and Supports and caregivers of individuals receiving Medicaid. Total Federal Allocation: \$20,000. No County Share. The major benefit of applying for this grant is assisting caregivers of care recipients who are dual eligible in the care of their loved ones, therefore reducing nursing home admissions. OFA was granted approval to apply for this grant, contingent on fixing the typo on the MOE regarding the term of the grant year, on a motion by Legislator Jessup, seconded by Legislator Burt, and carried. **Refer to Ways & Means**

Request to Fill Cuba Luncheon Center Manager Position

OFA Director Madeleine Gasdik requested permission to fill the Cuba Luncheon Center Manager (PT, non-union) position which has become vacant as the result of a retirement. The position manages the Cuba Luncheon Center four days per week from 10 a.m. to 2 p.m. The duties are specific to the Cuba Senior Luncheon Center. Without this position, the Center would not be staffed and would need to be closed. Funding for this position is provided by federal dollars (40 percent), County dollars (35 percent) and other [Older American Act Federal Funds and participant contributions—(25 percent)]. Permission to fill the position was granted on a motion by Legislator Burt, seconded by Legislator Pullen, and carried. **Refer to Ways & Means**

Request to Create and Fill a New FT Aging Services Technician Position

OFA requested permission to create a new position of full-time Aging Services Technician (AFSCME, Grade 13, Step Base) position, effective April 15, 2015. The Federal and NY funded BIP/NY Connects grant allows the Office for the Aging to fund this new position. This position has been budgeted at the full-time level in the 2015 budget. This new Aging Services Technician position will be filled for only as long as the NYS or Federal funding is available. There are no County funds required as the position is 100 percent funded with federal and state dollars. This position will offer information and assistance and person-centered assistance and options counseling to seniors and persons of all ages with disabilities and will assist these individuals and/or their caregivers in public benefits and application assistance. This position is key to operating the new NY Connects/BIP Program. This position serves as single point of entry into the long-term supports and services system for older adults and people with disabilities, avoiding the many frustrations consumers and their families experience when trying to find needed information, services, and supports. Permission to create and fill this position as long as funding is available was granted on a motion by Legislator Jessup, seconded by Legislator Pullen, and carried. **Prepare Resolution/Refer to Ways & Means for Filling of Position**

Request to Create a New FT Community Services Worker Position

OFA also requested permission to create a new full-time Community Services Worker position effective April 15, 2015. The Federal- and NYS-funded BIP/NY Connects grant allows the Office for the Aging to fund this new position. This position has been budgeted at the FT level in the 2015 budget. This new Community Services Worker position will be filled for only as long as the NYS or Federal funding is available. No County funds are required as the position is 100 percent funded by Federal and State dollars. This position will be responsible for updating and maintaining a comprehensive resource listing of Long Term Services and Supports (LTSS) programs and providers and will provide outreach on these services and the new BIP Program. This position will complete an initial intake to collect necessary information to determine programmatic eligibility and the needs of the individual and/or caregiver. This position is key to operating the new NY Connects/BIP Program. This position serves as single point of entry into the long-term supports and services system for older adults and people with disabilities, avoiding the many frustrations consumers and their families experience when trying to find needed information, services, and supports. Approval to fill the position for as long as funding is available was granted on a motion by Legislator O'Grady, seconded by Legislator Burt, and carried. **Prepare Resolution/Refer to Ways & Means for Filling of Position**

Ms. Gasdik went on to remind the Committee members that the Senior Forum will take place the following day (Thursday, April 2). She confirmed the attendance of several of the Committee members. She also said that the Legislative Lunch has been definitely scheduled for May 8, beginning at 11 a.m. It is currently scheduled to be held at the Belmont Legion, although if the numbers of attendees grow, it may need to be moved. Wally Higgins will be honored with the bestowal of the Congressional Gold Medal for his service to the Civil Air Patrol.

Health Department—Lori Ballengee**Accept & Appropriate COLA money for Children with Special Health Care Needs**

Public Health Director Lori Ballengee requested a resolution to accept and appropriate COLA (cost of living adjustment) money for the Children with Special Health Care Needs (CWSHCN) Program for the 2015 Budget year, 2014-15; Grant year (April 1, 2014-March 31, 2015).

Appropriations (\$732)

| | |
|--|-------|
| A4054.407 (Health-Children w/ Special Health Care Needs-Office Supplies) | \$613 |
|--|-------|

| | |
|--------------------------------|--------------|
| A4010.101 (Health-Regular Pay) | <u>\$119</u> |
|--------------------------------|--------------|

Revenues

| | |
|---|-------|
| A4054.3401.01 (ST Aid-Public Health CWSHCN) | \$732 |
|---|-------|

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

Attorney/Client Session

The Committee entered attorney/client session at 4:30 p.m. on a motion by Legislator Jessup, seconded by Legislator Burt, and carried. The Committee exited attorney/client session at 4:40 p.m. on a motion by Legislator O’Grady, seconded by Legislator Burt, and carried.

Good of the Order

Legislator Burt noted that “American Pickers,” a documentary series that explores the fascinating world of antique “picking” on the History Channel, will be coming to Allegany County in early May. He said he thought this would be a good opportunity for some positive publicity for the County.

Adjournment

There being no further business to come before the committee, the meeting was adjourned at 4:43 p.m. following a motion by Legislator Jessup, seconded by Legislator Burt, and carried.

Respectfully submitted,
Cynthia Santora, Secretary to the Clerk of the Board
Allegany County Board of Legislators

**HUMAN SERVICES COMMITTEE
MAY 6, 2015**

**** NOT APPROVED ****

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

Others Present: M. Alger, L. Ballengee, H. Budinger, D. Fanton, M. Gasdik, T. Hopkins, A. Mattison, T. Miner, B. Riehle, C. Santora, J. Tomasi

Media Present: No media present

Call to Order: The meeting was called to order at 4:00 p.m. by Human Services Committee Chairman Kevin LaForge.

Approval of Minutes

A motion was made by Legislator Jessup, seconded by Legislator Pullen, and carried to approve the Human Services Committee minutes of April 1, 2015.

Department of Social Services

Monthly Report

Department of Social Services Deputy Commissioner Julie Tomasi entertained questions/comments on the DSS pre-filed monthly report. She said that Social Services Commissioner Vicki Grant said nothing unusual "jumped out at her" when she reviewed the monthly report. Ms. Tomasi responded to questions regarding hotline calls, saying that anyone can make a call if there seems to be just cause for the allegation. Conversely, if it can be proved that the caller is lying about an allegation, that caller can be charged with a crime because false reporting is a wasteful use of resources. Additionally, she said, people who suspect child abuse and don't report can also be prosecuted. Ms. Tomasi also said that there is a trend for more relative placement than in the past. Part of that can be attributed to the dearth of foster parents, which is a problem across the state. She added that May is Foster Care Month and that a proclamation from NYS Governor Andrew Cuomo will be read at the next Board meeting. The Committee showed its support of the proclamation on a motion made by Legislator Burt, seconded by Legislator Decker, and was carried.

Additionally, there will be a Foster Parents Appreciation Dinner at the end of the month. Finally, Ms. Tomasi said that Harley Wright, a CPS Case Worker had been awarded the Crime Victims' Advocate Award for doing good work with a difficult family.

Office for the Aging

Before Ms. Gasdik began her report, Legislator Burt excused himself from the meeting in order to honor another commitment. Before he left, however, he wanted to go on record saying that in the past, as the mortgage holder of the building in which Meals-on-Wheels is housed, he had recused himself from voting on any related issues. He no longer holds that mortgage and will now be able to participate fully in any vote.

Monthly Report

Office for the Aging Director Madeleine Gasdik said the new OFA program "Food for Thought" is doing very well. This program joins library books and Meals-on-Wheels deliveries. Nine libraries have joined the program so far, she added. Ms. Gasdik said that nearly all the

staff in her building have been trained to use the AED. She reminded the group that the Legislative Lunch will be held Friday, May 8 and that the Senior Gala will be held on May 30. She introduced Coordinator of Services/Deputy Director Anita Mattison who will be standing in for her at next month's meeting.

Health Department Monthly Report

Ms. Ballengee thanked County Attorney Tom Miner for his help in recovering the security deposit and last month's rent on the closed Alfred, NY, Family Planning Clinic site. May 6-12 is Nurses' Week, she said, so DOH is planning a luncheon for its nurses on Friday. Ms. Ballengee went on to say that at the last Board of Health meeting, the Tobacco Coalition gave a presentation supporting the cessation of cigarette sales in local pharmacies. At a previous Human Services meeting, the consensus was that the Legislature preferred a "hands-off" stance in this matter. However, she has invited the Tobacco Coalition to the June Human Services meeting to give its presentation. Ms. Ballengee would be happy to draft a letter encouraging the local pharmacies to stop selling cigarettes. Legislator LaForge indicated it might be better to wait until after the presentation to take any action. She wanted to let the Committee know that she has begun conversations with Human Resources to consider banning them in and on County facilities and property. She has begun some research regarding the health hazards they pose, which would be the basis for the ban, if one were to be put in place.

Budget Transfer

Public Health Director Lori Ballengee requested that appropriations on the 2015 County Budget be transferred to fund the purchase of an Electronic Medical Record (EMR) System. This EMR is required to comply with the upcoming legislation mandating all prescriptions be electronic. The Amount of \$2,482 should be taken from account A4035.409 (Family Planning-Fees) and be transferred to

| | |
|---|------------|
| A4010.201 (County Health Department-Office Equipment) | \$ 411 and |
| A4035.201 (Family Planning-Office Equipment) | \$2,071 |

Approval was granted on a motion by Legislator Decker, seconded by Legislator Jessup, and carried. **Refer to Ways & Means**

Rent Increase (2.5 percent) for Family Planning Program Facility in Wellsville

DOH noted that per a letter from Barbara Graves, dated April 1, 2015, the County Health Department's rent for the Family Planning facility in Wellsville, New York, will be increased two-and-one-half percent as per the lease agreement with Barbara Graves beginning June 1, 2015. The rent of \$524.83 will now be \$537.95. Approval to continue the lease was granted on a motion by Legislator Pullen, seconded by Legislator Decker, and carried.

Opposition to Plan to Close Skill Development Work Centers

Legislator LaForge noted that the State of New York is in the process of phasing out the sheltered workshops, the Arc's, and similar organizations which provide services to people with disabilities. There is a copy in the packet of the Orleans County resolution which they sent to Albany. Legislator LaForge said he would like to see Allegany County prepare a similar resolution and send it to the appropriate people. There was some discussion regarding the impact and ripple effects, both personally for the workers as well as for employers, that would ensue at the closing of these facilities. Approval was granted on a motion by Legislator Jessup, seconded by Legislator Decker, and carried. **Prepare Resolution**

Adjournment

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

Respectfully submitted,
Cynthia Santora, Secretary to the Clerk of the Board
Allegany County Board of Legislators

**HUMAN SERVICES COMMITTEE SPECIAL MEETING
MAY 26, 2015**

**** NOT APPROVED ****

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

Others Present: M. Alger, H. Budinger, P. Curran, D. Fanton, M. Gasdik, K. Graves, D. Healy, T. Hopkins, A. McGraw, T. Miner, B. Riehle, T. Ross, C. Santora, N. Ungermann

Media Present: D. Donohue, *Olean Times Herald*

Call to Order: The meeting was called to order at 3:50 p.m. by Human Services Committee Chairman Kevin LaForge.

Human Services/Office for the Aging

Due to time constraints, the following referrals were considered by Ways & Means prior to the Committee of Jurisdiction.

Request to Fill Bolivar Luncheon Center Manager Position

Office for the Aging Director Madeleine Gasdik requested permission to fill the Bolivar Luncheon Center Manager (non-union) position in order to continue to run the center three days per week from 10 a.m. until 2 p.m. Funding for this position is 36 percent County dollars, 39 percent Older American Act Federal Funds, and 25 percent participant contributions. The request was approved on a motion by Legislator Jessup, seconded by Legislator Decker, and carried. **Refer to Ways & Means**

Request Authorization to Apply for the LTCOP Grant

Ms. Gasdik also requested approval to apply for a grant of \$113,000 to oversee and administer the Long Term Care Ombudsman Program (LTCOP) for Region 14 (Allegany & Steuben counties). LTCOP serves as an advocate and resource for persons who live in nursing homes, adult homes, and other licensed residential care facilities. Ombudsman volunteers help residents and their families understand and exercise their rights to quality of care and quality of life. There is no County share required. This grant has been awarded to ACOFA for over 10 years. NYSOFA recently decided to regionalize the statewide program and open the application process as an Open Competitive Grant. During the discussion, Ms. Gasdik indicated that the \$113,000 would allow OFA to run the program which it has run in the past with less funding. She predicts that it will be necessary to hire an Aging Services Technician to run the program. Additionally, she said, there is a 15 percent administrative allowance that will help the Allegany County bottom line. Ms. Gasdik said she expects an answer tomorrow to her inquiry whether the County will be required to sustain the program if grant funding disappears. If that turns out to be the case, OFA will not apply for the grant. Legislator Decker went on record saying this is a commendable program. The request was approved on a motion by Legislator Decker, seconded by Legislator Jessup, and carried. **Refer to Ways & Means**

New Business

Ms. Gasdik said that many OFA employees are part-time and often leave with only two weeks' notice. This has OFA scrambling to find Meals-on-Wheels drivers as well as Luncheon Center Managers. She wondered if there were a procedure whereby she could have a "blanket approval" to hire these positions and simply keep the Committee updated on these (transient) hires. Personnel Officer Bobby Budinger said he thought this is possible. Legislator LaForge asked that such language allowing this action be ready for the regular Human Services meeting on June 3.

Adjournment

There being no further business to come before the committee, the meeting was adjourned at 3:00 p.m. following a motion by Legislator Burt, seconded by Legislator Decker, and carried.

Respectfully submitted,
Cynthia Santora, Secretary to the Clerk of the Board
Allegany County Board of Legislators

**HUMAN SERVICES COMMITTEE
JUNE 3, 2015**

**** NOT APPROVED ****

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

Others Present: M. Alger, R. Anderson, L. Ballengee, M. Gasdik, V. Grant, K. Graves, D. Healy, T. Hopkins, T. Hull, J. Luckey, T. Miner, B. Riehle, T. Ross, C. Santora

Media Present: No media present

Call to Order: The meeting was called to order at 4:25 p.m. by Human Services Committee Chairman Kevin LaForge.

Approval of Minutes

A motion was made by Legislator Jessup, seconded by Legislator O'Grady, and carried to approve the Human Services Committee minutes of May 6 & May 26, 2015.

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

The Chairman of the Board plans to appoint Carole Onoda of Almond, New York, to fill the remainder of Wallace Higgins' three-year appointment expiring December 31, 2016, as a member of the Citizens Advisory Council to the Office for the Aging. In addition, the Chairman also plans to appoint Mary Ann Trice of Wellsville, New York, to fill the remainder of a vacant three-year term as a member of the Citizens Advisory Council to the Office for the Aging, commencing immediately and expiring December 31, 2016. These are both subject to confirmation by the Board of Legislators. Approval of the appointments was granted on a motion by Legislator Decker, seconded by Legislator Jessup, and carried. **Prepare Resolution**

Community Services

Budget Adjustment

Community Services Director Dr. Robert Anderson requested a resolution to accept and appropriate additional state aid as follows:

Allegany Council Clinic

| | |
|---|----------|
| Appropriations Account A4220.457 (Allegany Council Clinic) | \$12,860 |
| Revenue Account A4220.3486.00 (Council on Alcoholism & Substance Abuse) | \$12,860 |

Allegany Council Community Residence

| | |
|---|----------|
| Appropriations Account A4220.458 (Allegany Council Community Residence) | \$22,258 |
| Revenue Account A4220.3486.00 (Council on Alcoholism and Substance Abuse) | \$22,258 |

Approval was granted on a motion by Legislator Decker, seconded by Legislator Jessup, and carried. **Refer to Ways & Means**

Lease Renewal

Dr. Anderson also requested permission to renew the contract with Timothy and Georgette Hainey of Wellsville, New York, on the current premises (41-45 N. Broad Street, Wellsville), where the offices of Community Services are housed. This is a three-year term,

commencing January 1, 2015, and terminating on December 31, 2017, at a rent of \$2,700 per month. There is an option to renew for three additional years at a rent of \$2,750 per month. The discussion of the lease renewal was opened on a motion by Legislator Decker and seconded by Legislator Burt. Legislator LaForge requested permission to abstain from any vote regarding this issue. His request was granted on a motion by Legislator Burt, seconded by Legislator O'Grady, and carried. Following the discussion regarding the lease renewal, it was determined that a \$700 jump was too steep, and that Dr. Anderson should go back to try to renegotiate the terms. Thus, the lease renewal was tabled on a motion by Legislator Burt, seconded by Legislator Decker, and carried.

Department of Social Services

Monthly Report

Social Services Commissioner Vicki Grant had no particular comment on her monthly report. She said, however, that DSS had held a successful and well-attended Foster Parent Recognition Dinner at Moonwink's at the end of May. She also told the Committee that June 15 is designated as World Elder Abuse Awareness Day, and she distributed rubber bracelets commemorating it. Legislator Burt asked for a brief overview of how abuse reporting works and Ms. Grant provided a summary.

Request to Fill Senior Typist Position

Ms. Grant requested permission to fill a Senior Typist (AFSCME, Grade 7, Step min.) vacancy which is the result of a resignation. This position is responsible for performing clerical duties for all programs. The position is funded 50 percent by federal funds, 25 percent local funds, and 25 percent state funds. Approval was granted on a motion by Legislator Burt, seconded by Legislator O'Grady, and carried. **Refer to Ways & Means**

Request to Fill Caseworker Position

Ms. Grant also requested permission to fill a Caseworker (AFSCME, Grade 16, Step min.) position. This position became vacant due to a resignation. This position resides in the Services unit and is responsible for ensuring the health, welfare, and safety of children and adults. The position is funded 50 percent by federal funds, 25 percent local funds, and 25 percent state funds. Approval was granted on a motion by Legislator Burt, seconded by Legislator Decker, and carried. **Refer to Ways & Means**

Approval to Apply for Grant

Ms. Grant also requested authorization to apply for Non-custodial Parent (NCP) Employment Program grant funds to support a court-based referral and compliance monitoring program designed to address underemployment and unemployment among non-custodial parents, promote timely and consistent payment of child support, and improve the financial stability of custodial parents to support better outcomes for their children. DSS already does this on an informal basis. DSS is applying for \$40,000; County share is 10 percent of \$4,000. The fiscal year runs August 1, 2015, through July 31, 2016, with an option to extend an additional two years. Ms. Grant's MOE stated that child support is a critical source of income for custodial families and assists them to become and remain self-sufficient. We have a population of NCPs who struggle to meet their child support obligations and with help accessing training, job skills, parenting skills, and job seeking skills, we may be able to help address the barriers in meeting their child support obligations. This would potentially have all less dependent on government funding. As the discussion progressed, Ms. Grant said the amount she would be asking for, in all probability, would change to somewhere between \$40,000-\$60,000, but the County would

still be responsible for a 10 percent share. Approval was granted on a motion by Legislator Decker, seconded by Legislator O'Grady, and carried. **Refer to Ways & Means**

Office for the Aging

Monthly Report

Office for the Aging Director Madeleine Gasdik told the Committee that the Senior Picnic is scheduled for Wednesday, July 20, at the Angelica Fair Grounds from 11 a.m. to 3 p.m. She also noted that the Swinging to the Oldies event held the previous Saturday was a great success, raising \$10,000 for the Meals-on-Wheels Program. She added that the elusive RFA (Request for Applications for BIP—Balancing Incentive Program) has finally come out. She said that she had originally asked to apply last year at the June meeting. She added that they have extended the grant which originally was scheduled to end in December of this year, but they extended it another year, so Accountant Vicki Pettit and she are working on revamping the budget. Ms. Gasdik said she would return next month with a request to accept the award.

Health Department

Accept & Appropriate Ebola Funds

Public Health Director Lori Ballengee requested permission to accept and appropriate \$38,000 for the PHEP Ebola Preparedness and Response Activities Grant for the 2015 Budget Year. The Health Department is also requesting that a new Cost Center be established by the Treasurer's Office in .net to account for this grant. The monies should be appropriated as follows:

| | | |
|---------|---|-----------------|
| Revenue | A4188.4401.00 (Fed Aid Public Health – EBOLA - HRI C#5024-01) | \$38,000 |
| Expense | EBOLA – HRI C#5024-01 | |
| | A 4188.201 (Office Equip) | \$ 450 |
| | A 4188.206 (Health Equip) | \$31,143 |
| | A 4188.402 (Mileage/Transportation) | \$ 250 |
| | A 4188.405 (Conference Expense) | \$ 1,500 |
| | A 4188.407 (Office Supplies) | \$ 233 |
| | A 4188.408 (General Supplies) | \$ 2,624 |
| | A 4188.409 (Fees) | <u>\$ 1,800</u> |
| | | \$38,000 |

Approval was granted on a motion by Legislator Jessup, seconded by Legislator Pullen, and carried. **Refer to Ways & Means**

New Business

Tobacco-Free Coalition Presentation

Guests Jon Chaffee and Ken Dahlgren from the Tobacco-free Coalition distributed literature regarding recent research done regarding e-cigarettes as well as laws being considered (or already put into effect) regarding restrictions on them. They also presented a number of horrifying statistics about e-cigarettes, such as the harmful chemicals that are part of the vapors, the heavy metals found in the atomizers imported from China, the potential for adding other substances to the mixtures used in the e-cigarettes. Because the research into these devices is so new, the perception is that they are less harmful than traditional cigarettes. It is becoming apparent that this is not the case. The other issue that Mssrs. Chaffee and Dahlgren raised was the sale of traditional cigarettes in the "Big Box" drugstores such as Rite-Aid and Walgreens. It has been widely promoted that CVS has willingly decided to stop the sale

of cigarettes in their drug stores. The Tobacco-free Coalition would like to see other pharmacies follow suit, saying that because these products are sold in drug stores, the perception is that they can't be all that bad. Legislator LaForge moved to have the County draft a letter encouraging the local pharmacies to stop the sale of cigarettes. This letter would not be legally binding in any way. That motion was seconded by Legislator Burt. After further discussion, even though several members of the Committee are opposed to smoking and tobacco products, it was determined that users have a right to use such products if they wish, and retailers have the right to sell those products. Hence, the suggestion to draft that letter was tabled on a motion by Legislator Burt, seconded by Legislator Jessup, and carried. (Opposed: Legislator Pullen). Legislator Pullen commented that because tobacco is a known carcinogen and causes myriad health problems, he would be in favor of restricting its sale because it is the citizenry who pays for the health care of people on Medicaid and Medicare who knowingly and willingly choose to use harmful products. The discussion also turned to the County policy regarding smoking on County premises and in County vehicles. It was determined that the policy should be amended to include e-cigarettes. Ms. Ballengee will work with the Human Resources Office to create a draft of the amended policy to be brought to Committee next month.

Adjournment

There being no further business to come before the committee, the meeting was adjourned at 5:50 p.m. following a motion by Legislator Burt, seconded by Legislator Decker, and carried.

Respectfully submitted,
Cynthia Santora, Secretary to the Clerk of the Board
Allegany County Board of Legislators

**HUMAN SERVICES COMMITTEE
JULY 1, 2015**

**** NOT APPROVED ****

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

Others Present: M. Alger, L. Ballengee, D. Fanton, M. Gasdik, V. Grant, K. Graves, D. Healy, T. Miner, B. Riehle, C. Santora

Media Present: No media present

Call to Order: The meeting was called to order at 4:50 p.m. by Human Services Committee Vice Chairman David Pullen.

Amendment & Approval of Minutes

Office for the Aging Director Madeleine Gasdik noted that there had been a typo in last month's minutes.

Under:

Monthly Report

Office for the Aging Director Madeleine Gasdik told the Committee that the Senior Picnic is scheduled for Wednesday, **July 20**, at the Angelica Fair Grounds from 11 a.m. to 3 p.m.

July 20 should actually be 29.

A motion was made by Legislator Decker, seconded by Legislator Burt, and carried to approve the Human Services Committee minutes of June 3, 2015, as amended.

Community Services

Lease Renewal

Dr. Anderson was unable to stay for the meeting, so County Administrator Mitch Alger presented Dr. Anderson's negotiations results per last month's directive (see below for last month's meeting minutes regarding the lease renewal).

Excerpted from June 3, 2015 Human Services Meeting minutes:

Lease Renewal

Dr. Anderson also requested permission to renew the contract with Timothy and Georgette Hainey of Wellsville, New York, on the current premises (41-45 N. Broad Street, Wellsville), where the offices of Community Services are housed. This is a three-year term, commencing January 1, 2015, and terminating on December 31, 2017, at a rent of \$2,700 per month. There is an option to renew for three additional years at a rent of \$2,750 per month. The discussion of the lease renewal was opened on a motion by Legislator Decker and seconded by Legislator Burt. Legislator LaForge requested permission to abstain from any vote regarding this issue. His request was granted on a motion by Legislator Burt, seconded by Legislator O'Grady, and carried. Following the discussion regarding the lease renewal, it was determined that a \$700 jump was too steep, and that Dr. Anderson should go back to try to renegotiate the terms.

Following the Committee's direction, Dr. Anderson entered into negotiations with the landlords, said Mr. Alger, but they did not yield. Mr. Alger noted that in 1993, the rent was \$1,800 per

month, and it remained there until 2008 when it increased to \$2,000 per month. It has remained steady until this year when the landlords sought a \$700 per month increase which the Committee viewed as too steep a jump. Committee members were concerned about setting a precedent with this increase. There was also discussion regarding the location and condition of the premises. County Attorney Tom Miner noted that those conditions suit Dr. Anderson and his clientele and should not be a factor in deciding whether or not to renew the lease. Approval was granted on a motion by Legislator Jessup, seconded by Legislator Crandall, and carried. (Two opposed: Legislators Burt and Decker) However, following that vote, Legislator Pullen called for a roll call vote with the following results: Legislator Pullen: yes; Legislator Burt: no; Legislator Decker: no; Legislator Jessup: yes; Legislator Crandall: yes. Hence, the lease renewal was approved. **Refer to Ways & Means**

Department of Social Services

Monthly Report

Department of Social Services Commissioner Vicki Grant entertained questions/comments on her pre-filed monthly report. Legislator Pullen inquired whether she was seeing any trends. Ms. Grant responded that there has been a slight decrease in Temporary Assistance cases, but she is not sure why that is. Also, she said, there has been a 30 percent increase in foster care since last year which is of concern. Additionally, these children are in care longer and there are frequently larger family groups (i.e., several siblings) who need fostering. She said that many of these cases are drug-related. She added that it is often difficult to find foster homes. This trend, however, is not unique to Allegany County; it is statewide she said.

Ms. Grant went on to say DSS had had a meeting with the Buffalo Regional Office on “programming, trends, and how we are doing statistically, and they were pleased mostly with what we did, so that was a good outcome,” she said. DSS also recently had a Solutions Focused meeting with school participation on “ed neglect” (educational neglect) and what can be done between DSS, community agencies, and the schools. This, she said, seemed to go really well. There are some plans going forward, she said, about how DSS can work better with the schools, and help schools understand what DSS needs to do. Ms. Grant said she had just been notified by the State that the managed long-term care transition is going forward, and although DSS had been told it would not happen until 2016, it will begin July 6 (2015). Ms. Grant noted this will cause a huge change in her office in cases and home care situations, nursing home transitions, and that sort of thing. When asked, Ms. Grant explained that managed long-term care is for people who need assistance, whether in a nursing home or at home for 20 days or more. So now, special managed care companies will take over long-term care, and some of that work will be taken away from DSS. After that transition, she said, managed care companies need to do the assessment, and it also has to go through a conflict resolution company for home care assessment. Ms. Grant added that her guess is that services will take much longer to start for a new case that needs that service, because now the State requires two assessments rather than the one that DSS does.

Office for the Aging

Monthly Report

Office for the Aging Director Madeleine Gasdik entertained questions/comments on her pre-filed monthly report. Receiving none, she noted that May was Older Americans Month and

all the luncheon centers hosted parties during May and recognized volunteers. She also reminded Committee members that the Senior Picnic will be held on July 29, and she requested their RSVPs.

Request to Accept and Budget BIP Grant

OFA requested a resolution to accept a new Federal Grant Balancing Incentive Program (BIP) New York Connects Expansion and Enhancement Program Grant. This grant is to be used in coordination with the NY Connects State Grant. The total funding for this grant is \$223,711, and the program period runs from April 1, 2014, through December 31, 2016 (extended from the previous end date of March 31, 2016). OFA expects to spend \$110,711 of the funding in Fiscal Year 2015 and the remainder of the funding of \$113,000 in 2016. The appropriations and revenue accounts were set up in the 2015 County Budget. A transfer needs to be made to the equipment account for a new server for the OFA (per IT the old one is getting full) for two computer laptops, two desks, two chairs, two small printer/copier/scanners, and a new postage meter.

Transfer

| | | |
|--|------------------------------|----------|
| FROM | TO | |
| A6790.101 (Regular Pay) | A6790.201 (Office Equipment) | \$13,525 |
| (Federal grant revenue # A 11 4772.02) | | |

Legislator Decker inquired whether or not OFA had checked the third floor for usable furniture. Ms. Gasdik responded that OFA had taken what it could when they moved to their new spot. She also indicated that several of the chairs are unusable. Legislator Burt wondered why unusable items could not be discarded because he is continually "lured" by the thought of viable furnishings going unused. He requested that the Board come up with some sort of ruling saying that no new equipment/furnishings be purchased unless and until what is upstairs is used or disposed of. Public Health Director Lori Ballengee noted that a lot of the items upstairs belong to the Health Department and have been purchased with grant money and thus cannot be disposed of. She is willing to lend the items to other departments as long as she has a record of where the items are located for auditing purposes. Ms. Grant allowed as some of the items belong to DSS. For example, she said, they keep the chairs so they can use parts such as casters when needed. However, other than the third floor, DSS has no place to store them until they are used. It was noted that Clerk of the Board Brenda Riehle has plans to have a summer intern inventory the items on the third floor. Following the discussion, the request to accept the BIP Grant was granted on a motion by Legislator Jessup, seconded by Legislator Crandall, and carried. **Refer to Ways & Means**

Request to Apply for 2014-2015 Direct Care Worker Program

OFA sought authorization to apply for 2014-2015 Direct Care Worker Program. This provides up to two percent salary and related fringe benefit increases to Luncheon Center Managers and HDM Drivers. Salary increases that took effect on or after January 1, 2013, are eligible to use as a basis for claiming reimbursement. The Board must approve a resolution attesting that the funding received will be used solely to support salary and salary-related fringe benefit increases for direct care staff. There is no County share. A Revenue account number will be established when awarded \$4,432. Approval was granted on a motion by Legislator Decker, seconded by Legislator Burt, and carried. **Refer to Ways & Means**

Request to Fill Whitesville Luncheon Center Manager

Ms. Gasdik requested permission to fill the Whitesville Luncheon Center Manager (PT, non-union) position which has become vacant as the result of a retirement. The position manages the Whitesville Luncheon Center three days per week from 10 a.m. to 2 p.m. The duties are specific to the Whitesville Senior Luncheon Center. Without this position, the Center would not be staffed and would need to be closed. Funding for this position is provided by federal dollars (39 percent), County dollars (36 percent) and other [Older American Act Federal Funds and participant contributions—(25 percent)]. Approval to fill the Whitesville Luncheon Center Manager position was granted on a motion by Legislator Burt, seconded by Legislator Decker, and carried. **Refer to Ways & Means**

Request to Fill Luncheon Center Managers As Needed

Ms. Gasdik also requested permission to fill the Luncheon Center Manager (PT, non-union) positions which become vacant. The position manages a Senior Luncheon Center in one of the nine towns the OFA has luncheon centers. Without this position, the Center would not be staffed and would need to be closed. Funding for this position is provided by federal dollars (39 percent), County dollars (36 percent) and other [Older American Act Federal Funds and participant contributions—(25 percent)]. Discussion was opened on a motion by Legislator Decker and seconded by Legislator Burt. After some discussion, this was deemed an issue appropriate for the Ways & Means Committee to review because this is a policy issue. Thus, the motion was amended by Legislator Decker, and seconded by Legislator Burt to move this request along to the Ways & Means Committee to consider modifying the policy for filling vacancies at Luncheon Sites and Drivers. The amended motion was carried. **Refer to Ways & Means**

Subsequently, Legislator Jessup requested that the County Administrator prepare appropriate language Ways & Means Committee members would have something concrete to discuss. Mr. Alger agreed.

Request to Fill Home Delivered Meals Drivers As Needed

OFA also requested permission to fill MOW drivers as needed. Each driver has his/her own route and must deliver at the same time each day. Without this position, delivery of meals to the area would be almost impossible. The funding breakdown: 24 percent County, 31 percent State, 15 percent Federal, 30 percent other. Because this issue is similar to the Luncheon Center request, it was determined this would also go to Ways & Means as part of the above request. **Refer to Ways & Means**

Accept \$10,000 from Allegany Senior Foundation for our Home Delivered Meals Program and \$2,216 for the Personal Emergency Response Systems

OFA requested a resolution accepting \$12,216 in donations from the Allegany Senior Foundation: \$10,000 for the Meals-on-Wheels Program and \$2,216 for the Personal Emergency Response Systems (Mercy Line) to low-income elderly persons in need of PERS. The \$10,000 came as a result of a grant written by the Senior Foundation to the United Way, and the \$2,216 came as a result of a grant written by the Senior Foundation to the Alfred-Alfred Station Community Chest.

Increase Expenditure Account

| | |
|---------------------------------|----------|
| A6779.474 (OFA-SNAP-Contractor) | \$10,000 |
| A6776.409 (PERS) | \$ 2,216 |

Increase Revenue Account

| | |
|---|----------|
| A6779.2801.00 (OFA-SNAP- Local Revenue) | \$10,000 |
|---|----------|

A6776.1972.00 (Local Revenue)

\$ 2,216

Approval was granted on a motion by Legislator Burt, seconded by Legislator Decker, and carried. **Refer to Ways & Means**

Health Department

Review of Letter Encouraging Pharmacies to Stop Selling Tobacco Products

Public Health Director Lori Ballengee referred to the sample letter provided by the Anti-Tobacco Coalition encouraging pharmacies to stop selling tobacco products. Discussion regarding referral of the letter to the Board of Health was opened on a motion by Legislator Decker, seconded by Legislator Pullen. This sparked a lively debate among Committee members which included opposition to infringing on retailers' rights to sell whatever legal products they deem worthwhile, to infringing on citizens' rights to make unwise lifestyle choices, to being troubled by the addictive nature of tobacco use. Ms. Ballengee wanted to go on record as saying that she would be remiss if she did not remind Committee members that smoking tobacco also poses risks for others, such as second-hand smoke. Subsequently, Legislator Burt moved to table the letter. That motion was seconded by Legislator Decker. However, the motion was defeated (two in favor of tabling the letter; three against tabling the letter). Thus, the original motion of referring the letter to the Board of Health was carried. (Two opposed: Legislators Burt and Decker) **Refer to Board of Health**

Adjournment

There being no further business to come before the committee, the meeting was adjourned at 5:45 p.m. following a motion by Legislator Decker, seconded by Legislator Burt, and carried.

Respectfully submitted,
Cynthia Santora, Secretary to the Clerk of the Board
Allegany County Board of Legislators

**HUMAN SERVICES & PLANNING & ECONOMIC DEVELOPMENT COMMITTEES
SPECIAL JOINT MEETING
JULY 27, 2015**

**** NOT APPROVED ****

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

Others Present: M. Alger, D. Fanton, V. Grant, K. Graves, D. Healy, T. Hopkins, T. Miner, D. Pullen, B. Riehle, T. Ross, C. Santora, R. Sobeck-Lynch, N. Ungermann

Media Present: No media present

Call to Order: The meeting was called to order at 11:57 a.m. by Planning & Economic Development Committee Chairman Ted Hopkins.

Department of Social Services

Accept & Appropriate \$45,792 from NYS Office of Temporary & Disability Assistance for Provision of Supportive Employment Services to Eligible Noncustodial Parents

Social Services Commissioner Vicki Grant requested a resolution to accept and appropriate \$45,792 from NYS Office of Temporary & Disability Assistance for Provision of Supportive Employment Services to Eligible Noncustodial Parents. These grant funds support a court-based referral and compliance monitoring program designed to address underemployment and unemployment among non-custodial parents, promote timely and consistent payment of child support, and improve the financial stability of custodial parents to support better outcomes for their children. DSS already does this on an informal basis. DSS has been notified that it will receive \$45,792; County share is 10 percent of that sum for a total of \$4,579.20. The fiscal year runs August 1, 2015, through July 31, 2016, with an option to extend an additional two years. Ms. Grant's MOE stated that child support is a critical source of income for custodial families and assists them to become and remain self-sufficient. We have a population of NCPs who struggle to meet their child support obligations and with help accessing training, job skills, parenting skills, and job seeking skills, we may be able to help address the barriers in meeting their child support obligations. This would potentially have all less dependent on government funding. The funds should be disbursed as follows:

| | |
|------------------------------|----------|
| Appropriations | \$45,792 |
| A6010.476 (DSS Contracts) | |
| Revenues | |
| A6010.4610.00 (NYS Revenues) | \$45,792 |

Approval to accept and appropriate the grant funds was granted on a motion by Legislator LaForge, seconded by Legislator Healy, and carried. **Refer to Ways & Means**

New Business

Introduction of Proposed Local Law Adopting Best Value and Procurement-Acquisition Policy per Affordable Government Committee

Affordable Government Committee Chairman Kevin LaForge told the Committees that two years ago, New York State allowed counties to adopt “Best Value” practices. The Affordable Government Committee would like the County to be able to avail itself of this practice as well as allow other municipalities to piggyback off Allegany County. To that end, a draft of the proposed Local Law and its subsequent amended Purchasing and Procurement Policy were distributed in order that the Planning & Economic Development Committee members could review the proposal and be prepared to take action at the next regularly scheduled Planning & Economic Development Committee meeting.

Adjournment

There being no further business to come before the committee, the meeting was adjourned at 12:01 p.m. following a motion by Legislator LaForge, seconded by Legislator Pullen, and carried.

Respectfully submitted,
Cynthia Santora, Secretary to the Clerk of the Board
Allegany County Board of Legislators

**HUMAN SERVICES COMMITTEE
AUGUST 5, 2015**

**** NOT APPROVED ****

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

Others Present: M. Alger, L. Ballengee, P. Curran, D. Fanton, K. Francisco, M. Gasdik, V. Grant, K. Graves, D. Healy, T. Hopkins, K. Hooker, C. Knapp, J. Nelson, R. Reynolds, B. Riehle, D. Root, T. Ross, C. Santora

Media Present: No media present

Call to Order: The meeting was called to order at 4:00 p.m. by Human Services Committee Chairman Kevin LaForge.

Amendment & Approval of July 1, 2015, Minutes

Social Services Commissioner Vicki Grant noted that there had been an error in the July 1, 2015, minutes:

Under DSS Monthly Report:

When asked, Ms. Grant explained that managed long-term care is for people who need assistance, whether in a nursing home or at home for **20** days or more. So now, special managed care companies will take over long-term care, and some of that work will be taken away from DSS.

That should actually read 120 days.

A motion was made by Legislator Burt, seconded by Legislator Decker, and carried to approve the Human Services Committee minutes of July 1, 2015, as amended.

Approval of July 27, 2015, Minutes

Before the July 27, 2015, minutes were brought forward for approval, Legislator Burt requested permission to abstain from the vote as he was not present at that meeting. A motion was made by Legislator Burt, seconded by Legislator Decker, and carried, allowing Mr. Burt to abstain. Subsequently, a motion was made by Legislator Pullen, seconded by Legislator Jessup, and carried to approve the Human Services Committee minutes of July 27, 2015.

Health Department

Renewal of Transportation of Pre-School Children with Handicapping Conditions Contracts

Public Health Director Lori Ballengee told the Committee that the Preschool Children with Handicapping Conditions Contracts need to be approved. She noted that we are mandated to provide this transportation, and if we contracted with a private bus company, it would cost us much more than we pay now because these contracts relieve the County of having to hire private companies to transport the children. In fact, she said, other counties often call for pointers on how to do this. She added that there have been no changes to the contracts; this is simply a renewal of what we've been doing for several years. The schools include Alfred-

Almond, Andover, Arkport, Belfast, Bolivar-Richburg, Canaseraga, Canisteo-Greenwood, Cuba-Rushford, Fillmore, Friendship, Genesee Valley, Livingston-Wyoming NYSARC, Portville, Scio, Wellsville, and Whitesville. Approval to enter into these agreements was granted on a motion by Legislator Decker, seconded by Legislator Pullen, and carried. ***Refer to Ways & Mean***

Budget Transfer

Ms. Ballengee also requested the following \$40,000 budget transfer to cover SEIT costs for the remainder of 2015:

| From: | To: | Amount: |
|---|--------------------------------------|----------|
| 2960 Special Education/Phc A2960.421 (Education Contracts-Tuition) | A2960.441 (Education Contracts-SEIT) | \$40,000 |
| | Total | \$40,000 |

Approval was granted on a motion by Legislator Pullen, seconded by Legislator Jessup, and carried. ***Refer to County Treasurer***

WNY Inter-municipal Agreement

Ms. Ballengee also requested permission to renew the Inter-municipal agreement which allows for providing (and/or receiving) mutual aid from other counties in the event of a public health problem. In such a situation, a county may determine that its county health department is unable to provide all of the public health services needed in its county to respond to the problem. In such an event, the chief elected official in that county may make a request for public health mutual aid to the chief elected official of one or more of the WNY counties. The services may include, but are not limited to administering points of dispensing clinics, performing patient triage, dispensing or administering medications, performing health services in population shelters, receiving reports of communicable diseases, interviewing contacts of cases of communicable disease, performing health education, supervising patients in isolation or quarantine, assessing environmental proems, collecting environmental samples, or directing environmental remediation activities. There is no fiscal impact unless the need arose to invoke this agreement. Approval was granted on a motion by Legislator Jessup, seconded by Legislator Decker, and carried. ***Refer to Ways & Means***

Following the approval of Ms. Ballengee's action items, there was a brief general discussion about blue-green algae.

Department of Social Services

Monthly Report

Social Services Commissioner Vicki Grant noted that her monthly report reveals no glaring anomalies. Because no other comments or questions arose about the report, the Committee moved on to Ms. Grant's action items.

Request to Fill Community Service Worker

Ms. Grant requested permission to fill a Community Service Worker (AFSCME, Grade 11, Step: min) position which became vacant as the result of a retirement. This position is in the TA unit and is responsible for enrolling and dis-enrolling clients from managed care, tracking and entering any third-party health insurance, and addressing and logging complaints regarding these programs. The position is funded 50 percent by federal funds, 25 percent state funds, and

25 percent local funds. Approval to fill the position was granted on a motion by Legislator Decker, seconded by Legislator Pullen, and carried. **Refer to Ways & Means**

Request to Fill Social Welfare Examiner Position

Ms. Grant also requested permission to fill a Social Welfare Examiner (AFSCME, Grade 11 Step: Min.) position which became available due to a termination. The position is in the TA unit and is responsible for interviewing clients, determine eligibility, and administering the appropriate benefits. the position is funded 50 percent federal dollars, 25 percent state dollars, and 25 percent local dollars. Filling this position will allow DSS to meet state and federal requirements. Approval to fill this position was granted on a motion by Legislator Jessup, seconded by Legislator Pullen, and carried. **Refer to Ways & Means**

Office for the Aging

Monthly Report

Office for the Aging Director Madeleine Gasdik informed the Committee that OFA would not be receiving the Ombudsman Grant after all. She has asked for a debriefing to try to discover why this occurred. It has been awarded to AIM in Corning, NY. [AIM Independent Living Center is a nonprofit organization dedicated to helping individuals with disabilities lead independent lives. AIM promotes an inclusive community by offering supports and services to people with disabilities, their families and friends, and the businesses that serve them. (from the web site)] She went on to tell the Committee that OFA is working with Ardent Solutions to offer programming on financial decisions for seniors, Friday, August 28, at the Genesee Valley Central School. Topics include "Shedding Light on Avoidable Pitfalls;" "Substituted Decision Making and WNY Coalition Pooled Trusts—Legal Services for the Elderly, Disabled, or Disadvantaged of Western New York;" "Introduction to Medicare;" "Estate Planning 101;" and "Financial Planning for Alzheimer's and Dementia Care." Pre-registration is required by Monday, August 24, 2015, by calling 585-593-5223, ext. 17. She also thanked Legislators and others who helped at the Senior picnic.

Approval of Contract with Fidelis Care New York

OFA requested permission to enter into a contract with Fidelis Care New York to supply Home Delivered Meals to their long-term care clients in 2015 at a price of \$10 per meal and congregate meals at a price of \$8 per meal. No additional funds are anticipated as the 2015 OFA Budget already include meals for (now DSS) long-term care clients. Approval was granted on a motion by Legislator Decker, seconded by Legislator Burt, and carried. **Refer to Ways & Means**

Request to Amend Agreement with KVR Services

OFA also requested permission to amend the existing agreement between the County of Allegany and KVR Services, LLC, dated July 24, 2012, to increase the price per meal by 15 cents for 2016, from \$4 per meal to \$4.15 per meal. This increase has been included in the proposed 2016 Budget. There was some discussion regarding the rise in food costs. Subsequently, approval was granted on a motion by Legislator Jessup, seconded by Legislator Decker, and carried. **Refer to Ways & Means**

Request to Amend Agreement with Home and Health Care Services (Hornell)

OFA requested permission to amend the existing agreement between the County of Allegany and Home and Health Care Services, Inc., dated January 1, 2015, to increase the price for home care services for the elderly for both EISEP and Respite as below;

Level I Care (Housekeeping) from \$22.36/ hour to \$22.56/hour

Level II Care (Personal Care) from \$22.68/hour to \$22.88/hour.

Because there are currently only two Allegany County clients receiving services from Home and Health Care Services, the increased cost for the year is \$55. Ms. Gasdik also noted that OFA uses this organization to cover the northern part of the County as Jan & Bev's has a difficult time getting personnel in that area. Approval was granted on a motion by Legislator Decker, seconded by Legislator Pullen, and carried. **Refer to Ways & Means**

Approval to Apply for Alzheimer's Disease Caregiver Support Initiative Grant

OFA requested authorization to apply for Alzheimer's Disease Caregiver Support Initiative, a collaborative effort with Catholic Charities (Lead Agency), Alzheimer's Association, Erie County OFA, Niagara County OFA, Chautauqua County OFA, Cattaraugus County OFA, Wyoming County OFA, and Genesee County OFA. This grant will provide support to caregivers of individuals with Alzheimer's disease and other dementias through Care Consultations, Support groups, Education and Training, Respite, and other services. The total grant is for \$1.5 million; The Allegany County share is to be determined, but will include funds for an Aging Services Specialist, \$6,000 for clerical support, as well as respite, transportation, mileage and conferences, technology, locator services, advertising, and volunteer incentives. The grant fiscal year runs from January 1, 2016, through December 31, 2020. There is no local county share. Approval was granted on a motion by Legislator Decker, seconded by Legislator Jessup, and carried. **Refer to Ways & Means**

Adjournment

There being no further business to come before the committee, the meeting was adjourned at 4:50 p.m. following a motion by Legislator Decker, seconded by Legislator Burt, and carried.

Respectfully submitted,
Cynthia Santora, Secretary to the Clerk of the Board
Allegany County Board of Legislators

HUMAN SERVICES COMMITTEE
September 2, 2015
NOT APPROVED

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

Others Present: M. Alger, L. Ballengee, B. Budinger, D. Fanton, M. Gasdik, V. Grant, K. Graves, D. Healy, T. Miner, B. Riehle, R. Scott

Media Present: No media present

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

Approval of Minutes

A motion was made by Legislator Decker seconded by Legislator O'Grady, and carried to approve the Human Services Committee minutes of August 5, 2015.

Health Department

Director Lori Ballengee stated to save the date for the Board of Health holiday meeting on December 16, 2015. The menu with prices will be distributed at a future meeting.

Chairman Crandall asked about the Emergency Preparedness Drill held on August 14, 2015. Ms. Ballengee stated 167 people attended. She also reported it was a successful event. There were a few minor suggestions such as improving the technology. The netbooks could not handle the volume and Ms. Ballengee will work with the IT Department to work on that issue.

WIC Lease Renewal

Ms. Ballengee stated The WIC/Cancer Services Programs building lease is up for renewal on October 10, 2015. The rent amount is the same as the previous year at \$2,100 per month, plus utilities. The only change to the lease is the addition of a 90-day out written notification by either party clause, listed at #10 in the lease.

Legislator Pullen asked about the unexplained increase in utilities at the building. Ms. Ballengee stated it is only the electric that has increased. She also stated it is still unclear why the electric is significantly higher than previous years. The landlord, National Grid, and staff from the County, have all investigated and can't figure out the cause. Legislator O'Grady asked if the 90-day out written notification goes both ways. Ms. Ballengee stated yes. Legislator Jessup asked if this is also the building that has had issues with water running down the walls. Ms. Ballengee stated yes, but the installation of the heaters on roof has helped and it doesn't seem to be a problem anymore. Approval was granted on a motion by Legislator O'Grady, seconded by Legislator Pullen, and carried. **Refer to Ways & Means**

Flu Clinic Schedule

Ms. Ballengee shared the dates for the influenza clinics for the 2015-2016 season. Ms. Ballengee stated they recommend people call before the clinics because the Health Department has had trouble getting the vaccine. She also noted there are two days scheduled for County employees to receive their flu shot.

Transfer of Family Planning Fees (A4035.409) to Office Equipment (A4035.201)

| <u>From Account No.</u> | <u>To Account No.</u> | <u>Amount</u> |
|-------------------------|----------------------------|---------------|
| A4035.409 Fees | A4035.201 Office Equipment | \$971 |
| | Total | <u>\$971</u> |

Ms. Ballengee requested to move monies from the Family Planning Program Fees account (A4035.409) to the Office Equipment (A4035.201) account. The additional funding will be used for the purchase of three ScanShell card scanners which are required for the eClinicalWorks Electronic Medical Records System.

Legislator Decker asked what the impact is to family planning. Ms. Ballengee stated family planning will not be affected. Approval was granted on a motion by Legislator Burt, seconded by Legislator Decker, and carried. **Prepare Resolution**

Transfer General Fund-Regular Pay (A4010.101) to General Supplies (A4010.408) 20150811

| <u>From Account No.</u> | <u>To Account No.</u> | <u>Amount</u> |
|-------------------------|----------------------------|-----------------|
| A4010.101 Regular Pay | A4010.408 General Supplies | \$22,177 |
| | Total | <u>\$22,177</u> |

Ms. Ballengee requested to move monies from the Health Department General Fund Salaries account (A4010.101) to the Health General Fund General Supplies (A4010.408) account. The additional funding will be used for the purchase of supplies and vaccine which will result in both additional Health Department service revenues and Article 6 funding from the State.

The availability of 2015 budgeted salaries is the result of the EI Service Coordinator position remaining vacant from January 1 through July 6, 2015. Additionally, the new position was filled with a part-time employee at 21 hours per week versus 28 hours per week for the previous employee.

Legislator Burt asked why the purchase of vaccines wasn't already budgeted for 2015. Ms. Ballengee stated it was originally in the budget at \$70,000; however, the County Administrator Mitch Alger had cut the budget to \$40,000. Ms. Ballengee also stated the flu clinics will generate revenue because the County can charge an administrative fee. Approval

was granted on a motion by Legislator Pullen, seconded by Legislator Decker, and carried.

Prepare Resolution

Grant Opportunity

Ms. Ballengee and the committee discussed the possibility of applying for a grant which would allow the Health Department to become nationally accredited. The maximum award is \$15,000. The grant will not cover all of the costs to become accredited, only \$7,500. Furthermore, funds would have to be secured in the future to be reaccredited. Ms. Ballengee stated only three health departments in the state are accredited. Livingston County is the closest and Cattaraugus County is currently going through the process. New York State does not require the Health Department to be accredited, but strongly encourages it.

Legislator O'Grady understands the amount of labor and resources it takes to be accredited. He questioned whether it is worth it. Legislator Graves asked if it would help with insurance rating. Legislator O'Grady stated it may, but the County may pay more in personnel costs. Ms. Ballengee stated she currently does not have an employee to work on this process. Legislator LaForge asked if the certification strengthens the County's ability to share services with other counties in the future. Ms. Ballengee stated no. Legislator Graves and Legislator Pullen asked if there are any hidden benefits. Ms. Ballengee stated the only benefit she has identified is that it forces the Department to look at their policies and procedures. Legislator Burt stated he doesn't see the value or benefits from being accredited, so he won't vote for or support the application of the grant. Legislator Decker stated he is not in favor unless the County was forced to do it. Legislator O'Grady stated he would support Ms. Ballengee if she wanted to apply. Legislator LaForge stated there is not a consensus of support now, but if Ms. Ballengee can find a compelling reason to apply, then it can come before the committee again.

Cooling Stations

Ms. Ballengee discussed cooling stations because of the recent outbreak of Legionnaires Disease. Governor Cuomo has created a law where health departments are responsible for registering and monitoring cooling towers. Based on a conference call Ms. Ballengee participated in, the Health Department can set permit fees. The Health Department is currently investigating how many there are and contacting the owners. Based on the findings, a fee may or may not be set. If the process is labor intensive and there are numerous cooling towers, the Health Department may set a fee.

Department of Social Services

Legislator LaForge thanked Commissioner Vicki Grant for the lunch on the lawn a few weeks ago.

Ms. Grant stated last month was Child Support Awareness Month. The Child Support Unit did an outreach at the farmer's market that was successful and helpful. Ms. Grant wanted to thank Don Horan, Sharon Wallace and Angie Freeman for assisting in securing the non-custodial parent grant. Ms. Grant stated New York State increased the support establishment rate at about 90 percent, this month it is 90.5 percent.

Ms. Grant stated she wanted to talk about the safety of Department of Social Services workers. Recently, a Vermont child welfare worker was killed and a New Jersey worker was stabbed. There are trainings and process and procedures in place, but Ms. Grant will want to continue to examine how to keep her workers safe.

Monthly Report

Legislator O'Grady asked about the number of referrals because of criminal action and if there was a particular reason they were a little high this month. Ms. Grant stated no. Legislator LaForge commented the Medicaid numbers were holding steady. Ms. Grant stated they had decreased slightly. Legislator Decker asked about food stamps decreasing by about 400 from July of 2014. Ms. Grant stated it is a cyclical issue.

Permission to Abolish One Social Welfare Examiner Position and One Accountant Position

Ms. Grant requested permission to abolish one Social Welfare Examiner position and one Accountant position. Due to efficiencies in the Department at this time, the positions are no longer needed. Approval was granted on a motion by Legislator Jessup, seconded by Legislator Decker, and carried. **Prepare Resolution**

Request Permission to Fill a Senior Case Manager Position

Ms. Grant requested permission to fill a Senior Case Manager (AFSCME, Grade 17) position. This position is the result of a retirement. This position is responsible for determining eligibility for day care assistance and authorizing benefits to day care providers, assisting those with emergency needs and those claiming homelessness. This position is 80 percent funded by state and federal funds. Approval was granted on a motion by Legislator Pullen, seconded by Legislator Jessup, and carried. **Refer to Ways & Means**

Office for the Aging

Monthly Report

Director Madeline Gasdik highlighted the waiting list for the Personal Emergency Response (MercyLine). Although the Office for the Aging received a \$15,000 grant from United Way to help with the Personal Emergency Response, there is still a waiting list. Ms. Gasdik is looking for other grants to cover those expenses. Ms. Gasdik also noted the waiting list for EISEP (personal care/chore). They are trying to fill hours and spots.

Legislator Pullen noted telephone calls to the front desk have increased. Ms. Gasdik stated the office is getting ready for their busy season with insurance counseling and Home Energy Assistance Program. Individuals are already calling for appointments.

Ms. Gasdik presented the new brochure for the Office of Aging's program services. The brochures used to be professionally done, but it is less expensive to print and change information when needed by doing it within the department. Legislator Burt suggested using a heavier stock paper or colored paper to make the brochure stand out. Ms. Gasdik stated the previous evidence based program; Growing Stronger is no longer considered an evidence based program. As a result, Powerful Tools for Caregivers will be the evidence based program.

It will start on September 17 and will meet every Thursday evening until October 22, 2015. Ms. Gasdik stated only three people have signed up.

Ms. Gasdik also stated Office for the Aging partnered with Ardent Solutions to offer a program on August 28, 2015, on how to prepare for retirement. Ms. Gasdik reported no one signed up. Legislator Pullen suggested participation may be low because so many agencies offer programs and people are overwhelmed and overloaded. Ms. Gasdik responded the Department provides many programs, but individuals are busy and it is hard to find time to attend. Legislator Burt stated many individuals find information on the internet as well. Ms. Gasdik stated she has partnered with the Alzheimer's Association from Western New York to answer questions from 1-2 p.m. on October 27 and from 2-3 p.m. for center managers, volunteers, and paid drivers. Additionally, Ms. Gasdik stated they have lost four center manager attendees and will be offering grief counseling with Catholic Charities at the end of September.

Ms. Gasdik stated the Department will have its annual state evaluation on Thursday, September 3, and Friday, September 4. She is very comfortable with the evaluation this year and doesn't anticipate any problems. She also received an email stating a person stopped by the New York State Office for the Aging booth at the New York State Fair. The person stated how they appreciated the Office for the Aging in Allegany County.

Ms. Gasdik reported she will be on vacation from Monday, September 7, until Tuesday, September 15. She is available by cell phone and will miss the Board meeting on September 14.

New Business

Ms. Ballengee stated Senator Cathy Young is coming on Thursday, September 3 for a press conference awarding \$50,000 to Cancer Services. Everyone is invited for the 11 a.m. press conference. Lunch will be held right after the press conference in the Health Department conference room.

Adjournment

There being no further business to come before the committee, the meeting was adjourned at 3:48 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
September 28, 2015
SPECIAL MEETING
NOT APPROVED

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

Others Present: M. Alger, L. Ballengee, K. Graves, D. Fanton, L. Gridley, D. Healy, R. Hollis, T. Hopkins, T. Miner, D. Rahr, B. Riehle, T. Ross, R. Scott, N. Ungermann

Media Present: No media present

Call to Order: The meeting was called to order at 12:55 p.m. by Human Services Committee Chairman Kevin LaForge.

Health Department

Accept and Appropriate unallocated funds for Woman, Infants, and Children Program

Director Lori Ballengee requested a resolution to accept and appropriate unallocated money for the Woman, Infant, and Children (WIC) Program for the 2015 Budget year in the amount of \$27,604. This unexpected funding will be used to purchase a new Chevy Express Van. The cost is \$24,804.10 which includes a \$2,000 trade in of the current 2004 Chevy Express Van. It will also cost \$2,800 for wrapping the van with WIC related messages, as the state recommends and is willing to pay for. Ms. Ballengee stated the State does not require the wrapping, but recommends it. She stated the money was extra money from the State, and it must be spent by Wednesday, September 30, 2015. The funds should be appropriated as follows:

| | | |
|----------------|---------------------------------|----------|
| WIC Program: | | |
| Revenues | A4190.4452.00 Federal Aid – WIC | \$27,604 |
| Appropriations | A4190.204 Vehicle | \$27,604 |

Legislator Burt asked if the wrapping of the van will be completed by a local firm. Ms. Ballengee stated she has to have three bids and the lowest bid will be awarded the work. She has one bid from a company in Buffalo, and a company in Hornell will be contacted about submitting a bid. Legislator Healy suggested checking with the agency that provides the public transit buses to see who does their wrapping. Legislator Burt also suggested checking with Legislator Root because she may have a local connection to another business. Approval was granted on a motion by Legislator Jessup, seconded by Legislator Pullen, and carried. **Refer to Ways & Means**

Adjournment

There being no further business to come before the committee, the meeting was adjourned at 12:58p.m. following a motion by Legislator Pullen, seconded by Legislator Jessup, and carried.

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

HUMAN SERVICES COMMITTEE

October 7, 2015

NOT APPROVED

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

Others Present: M. Alger, L. Ballengee, H. Budinger, D. Fanton, K. Graves, D. Healy, R. Hollis, D. Horan, T. Miner, V. Pettit, B. Riehle, T. Ross, R.Scott

Media Present: No media present.

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

Approval of Minutes

A motion was made by Legislator Jessup, seconded by Legislator Pullen, and carried to approve the Human Services Committee minutes of September 2, 2015.

A motion was made by Legislator Pullen, seconded by Legislator Jessup, and carried to approve the Human Services Committee minutes of September 28, 2015.

Health Department

Accept and Approve Allegany County Contracts for Approved Providers of Programs, Special Education Itinerant Teachers (SEIT) and/or Evaluations for Preschoolers with Disabilities

Director Lori Ballengee stated there were no changes from the previous contracts. She stated she tries to bring them before the school year, but some school districts don’t have them submitted by then. SEIT is mandated by the State, and is one of the largest services the Health Department provides. The County contracts with schools and providers, and it is about \$800,000 in the Budget. Legislator LaForge asked about the local impact. Ms. Ballengee stated the County gets reimbursed about 59.5 percent from the State, and the County pays 41.5 percent of the \$800,000. Approval was granted on a motion by Legislator Pullen, seconded by Legislator O’Grady, and carried. **Refer to Ways & Means**

Accept and Appropriate COLA Money for Rabies Program

Ms. Ballengee requested a resolution to accept and appropriate COLA money for the Rabies Program for the 2015 Budget year, grant year of April 1, 2015, to March 31, 2016, in the amount of \$1,043 as follows:

| | | | |
|------------------|---------------|---------------------------|---------|
| Appropriations # | A4043.408 | General Supplies | \$1,043 |
| Revenue # | A4043.3450.00 | State Aid – Public Health | \$1,043 |

The funding will be utilized to purchase additional rabies vaccine for dogs, cats, and ferrets. Approval was granted on a motion by Legislator Burt, seconded by Legislator Jessup, and carried. **Refer to Ways & Means**

Accept and Appropriate COLA Money for Tobacco Enforcement Program

Ms. Ballengee requested a resolution to accept and appropriate COLA money for the Tobacco Enforcement Program for the 2015 Budget year, grant year of April 1, 2015, to March 31, 2016, in the amount of \$2,474 as follows:

| | | | |
|------------------|---------------|---------------------------------|---------|
| Appropriations # | A4051.462 | Health Contracts | \$2,474 |
| Revenue # | A4051.3450.00 | State Aid – Public Health Other | \$2,474 |

The funding will be utilized to purchase additional billboard advertising from LAMAR advertising for the ATUPA and CIAA programs. Approval was granted on a motion by Legislator Jessup, seconded by Legislator Pullen, and carried. **Refer to Ways & Means**

Accept and Appropriate Women’s Health Initiative Grant for Cancer Services Program

Ms. Ballengee requested a resolution to accept and appropriate a Women’s Health Initiative Grant for the Cancer Services Program for the 2015 Budget year, grant year of April 1, 2015, to March 31, 2016, in the amount of \$50,000 as follows:

| | | | |
|------------------|---------------|----------------------------|----------|
| Appropriations # | A4010.101 | Regular Pay | \$ 2,066 |
| | A4071.204 | Motor Vehicles | \$19,700 |
| | A4071.206 | Health Equipment | \$ 5,500 |
| | A4071.401 | Postage | \$ 6,178 |
| | A4071.408 | General Supplies | \$ 1,687 |
| | A4071.424 | Legal Advertising | \$13,840 |
| | A4071.802 | Retirement | \$ 384 |
| | A4071.803 | FICA | \$ 158 |
| | A4071.804 | Worker’s Compensation | \$ 32 |
| | A4071.805 | Disability | \$ 5 |
| | A4071.806 | Hospital/Medical Insurance | \$ 450 |
| | | Total: | \$50,000 |
| Revenue # | A4071.3401.00 | State Aid | \$50,000 |

Ms. Ballengee stated this is the money she received from Senator Cathy Young’s office. Legislator Burt asked if Ms. Ballengee was purchasing a car, and if so, was this the same vehicle discussed at a previous meeting. Ms. Ballengee stated this is a different vehicle. It would be used for providing services in Cattaraugus County. Currently, employees have to use their own vehicles for visits in Cattaraugus County and are reimbursed mileage. Legislator Burt also asked about the legal advertising. Ms. Ballengee stated she has to pay to advertise in newspapers, the Pennysaver, and at the movie theater in Olean. Approval was granted on a motion by Legislator Pullen, seconded by Legislator O’Grady, and carried. **Refer to Ways & Means**

Accept and Appropriate COLA Money for Cancer Services Program

Ms. Ballengee requested a resolution to accept and appropriate COLA money for the Cancer Services Program for the 2015 Budget year, grant year of April 1, 2015, to March 31, 2016, in the amount of \$13,634 as follows:

| | | | |
|------------------|---------------|-----------------------|----------|
| Appropriations # | A4071.201 | Office Equipment | \$ 3,596 |
| | A4071.405 | Conference Expense | \$ 1,200 |
| | A4071.408 | General Supplies | \$ 2,500 |
| | A4071.424 | Legal Advertising | \$ 4,568 |
| | A4071.419 | Printing/Microfilming | \$ 1,680 |
| | A4071.422 | Gasoline/Oil | \$ 90 |
| | | Total: | \$13,634 |
| Revenue # | A4071.3401.00 | State Aid | \$13,634 |

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

Accept and Appropriate COLA Money for Children with Special Health Care Needs

Ms. Ballengee requested a resolution to accept and appropriate COLA money for the Children with Special Health Care Needs Program for the 2015 Budget year, grant year of April 1, 2015, to March 31, 2016, in the amount of \$1,463 as follows:

| | | | |
|------------------|---------------|------------------|---------|
| Appropriations # | A4054.408 | General Supplies | \$1,463 |
| Revenue # | A4054.3401.01 | State Aid | \$1,463 |

Approval was granted on a motion by Legislator Pullen, seconded by Legislator O'Grady, and carried. **Refer to Ways & Means**

Accept and Appropriate COLA Money for the Immunization Program

Ms. Ballengee requested a resolution to accept and appropriate COLA money for the Immunization Program for the 2015 Budget year, grant year of April 1, 2015, to March 31, 2016, in the amount of \$2,046 as follows:

| | | | |
|------------------------------|---------------|------------------------|---------|
| Immunization Under 24 Months | | | |
| Appropriations # | A4056.408 | General Supplies | \$2,406 |
| Revenues # | A4056.3473.00 | State Aid-Immunization | \$2,406 |

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

Accept and Appropriate COLA Money for the Lead Poisoning Prevention Program

Ms. Ballengee requested a resolution to accept and appropriate COLA money for the Lead Poisoning Prevention Program for the 2015 Budget year, grant year of October 1, 2015, to September 30, 2016, in the amount of \$2,918 as follows:

| | | | |
|------------------|---------------|------------------|---------|
| Appropriations # | A4071.408 | General Supplies | \$2,918 |
| Revenue # | A4054.3437.00 | State Aid | \$2,918 |

Ms. Ballengee commented lead poisoning is still an issue in Allegany County. She noted the Health Department has 8 to 12 cases a year. A two year old child was recently tested, and had a level of 71. Anything over 5 is a problem. Approval was granted on a motion by Legislator Pullen, seconded by Legislator Jessup, and carried. **Refer to Ways & Means**

Lead Program Budget Transfer

Ms. Ballengee requested a budget transfer in the amount of \$335 to cover the purchase of a question wheel to be used for Lead Program outreach and education. The purchase is funded through the Lead Grant.

From:
A4037.408 Public Health – Lead - General Supplies \$335

To:
A4037.206 Public Health – Lead - Equipment \$335

Approval was granted on a motion by Legislator Pullen, seconded by Legislator Jessup, and carried. **Prepare Resolution**

Women, Infants, and Children Grant Budget Transfer

Ms. Ballengee requested a budget transfer in the amount of \$200 to cover the purchase of scales whose purchase is approved by, and funded through, the Women, Infants, and Children Grant (WIC).

From:
A4190.424 WIC - Legal Advertising \$200

To:
A4190.206 WIC - Equipment \$200

Approval was granted on a motion by Legislator O'Grady, seconded by Legislator Burt, and carried. **Prepare Resolution**

Announcements

Ms. Ballengee made three announcements. The first announcement was that there will be a Pink Picture Day on the front steps of the County Office Building on October 14, 2015. Everyone is encouraged to attend, and wear pink for Breast Cancer Awareness month. Second, the last rabies clinic of the year will be on October 31, 2015, at the County Fairgrounds in Angelica. Finally, Ms. Ballengee extended an invitation to the Legislators to attend the Board of Health Dinner at the Angelica Hotel in December. If anyone is interested, they should contact Ms. Ballengee.

Department of Social Services

Monthly Report

Director of Administrative Services Don Horan attended the committee meeting on behalf of Commissioner Vicki Grant. Legislator O'Grady asked what determines a referral for

Criminal Action in the Program Integrity Unit. Mr. Horan believes it is based on how much they tried to take, and how they tried to take it. The referral goes to the District Attorney's office. Mr. O'Grady asked how many investigators there are. Mr. Horan stated there are 2 investigators and a part-time supervisor. Legislator Burt asked how many hours it takes to investigate a case. Mr. Horan stated it can vary from 1 to 2 hours, or 5 to 10 days, depending on the research.

Request to Fill Account Clerk Typist Position

Mr. Horan requested permission to fill an Account Clerk Typist (AFSCME, Grade 7) position. This position is the result of a promotion, and is responsible for administering payments of authorized benefits and other clerical duties. This position is 75 percent funded by state and federal funds. Approval was granted on a motion by Legislator Pullen, seconded by Legislator O'Grady, and carried. **Refer to Ways & Means**

Request to Fill Social Services Investigator

Mr. Horan requested permission to fill a Social Services Investigator (AFSCME, Grade 15) position. This position is the result of a promotion, and is responsible for investigating allegations of fraud. This position is 64 percent funded by state and federal funds. Approval was granted on a motion by Legislator Pullen, seconded by Legislator O'Grady, and carried (voting no: S. Burt). **Refer to Ways & Means**

Request to Fill Senior Caseworker

Mr. Horan requested permission to fill a Senior Caseworker (AFSCME, Grade 17) position. This position 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 and families. This position is 50 percent funded by state and federal funds. Legislator Pullen wondered why it was 50 percent County, 14 percent State, and 36 percent Federal funds for the position, rather than 50 percent Federal Funds. Mr. Horan stated because of other grants and funding, it is not possible to use 50 percent of Federal Funds. Legislator Burt asked how many Senior Caseworker positions they currently have. Mr. Horan stated 9. Legislator Burt wondered if the position should be filled, or should it be an opportunity to save money. Legislator O'Grady stated Child Protective Services is busy. Mr. Horan noted the State recommended maximum for each case worker is 15 active cases, and the Caseworkers are always at 15 cases. Approval was granted on a motion by Legislator Jessup, seconded by Legislator O'Grady, and carried. **Refer to Ways & Means**

Request to Fill Caseworker

Mr. Horan requested permission to fill a contingent permanent Caseworker (AFSCME, Grade 16) position. This position is the result of a promotion. This position is in the Services Unit, and is responsible for ensuring the health, welfare, and safety of children and families. This position is 50 percent funded by state and federal funds. Currently the department has 12 Caseworkers. Legislator Burt asked if they have case limits like the Senior Caseworkers. Mr. Horan was unsure, and stated Commissioner Grant would have to answer that question. Legislator Fanton noted the County is paying 50 percent, and he thought the County was only required to pay 25 percent. Mr. Horan explained there is a set State amount, but some of the cases have to meet Federal and State requirements. Some of the fiscal responsibility has been shifted to the County and Federal levels. Approval was granted on a motion by Legislator

O'Grady, seconded by Legislator Pullen, and carried (voting no: S. Burt). **Refer to Ways & Means**

Mr. Horan stated Commissioner Grant asked him to highlight a couple of items. Mr. Horan noted an article in the *Wellsville Daily Reporter*, where an individual was arrested by the Wellsville Police Department. This person also had a warrant out for his arrest from the Adult Protective Unit as a result of an investigation of elder abuse. Mr. Horan also noted Sharon Wallace, Angie Freeman, Tina Zalar, Department of Public Works, Job Track Unit, and Mr. Horan have worked hard to get ready for an IRS Child Support Audit. It is a Federal Audit that occurs every 2 years. They believe they are very prepared for the audit.

Office for the Aging

Monthly Report

Accountant Vickie Pettit attended the meeting on behalf of Director Madeleine Gasdik. Legislator Pullen asked about the increase in the number of individuals seeking health insurance services since last year. Ms. Pettit stated her personal opinion is the Office for the Aging is known for health insurance information. She also noted individuals seeking health insurance information used to contact them during a certain time of year, and now it is year round.

Legislator Burt asked if the parking lot issues have been remedied at the Crossroads building because he has received complaints from senior citizens. Ms. Pettit stated no, and it is the IDA's responsibility to address the parking lot issues.

Accept and Appropriate Federal Grants

Ms. Pettit requested a resolution to accept and appropriate federal grants: Nutrition Services Incentive Program (NSIP), Medicare Improvements for Patients and Providers Act (MIPPA), and Health Insurance Information, Counseling, and Assistance Program (HICAP) in the amount of \$16,079. The Office for the Aging budgeted \$119,728 in Federal funding for these grants for the 2015 Budget year, but will be receiving \$136,437. Ms. Pettit asked to please appropriate the funding as follows:

| | | |
|------------------|----------------------------------|----------------|
| Appropriations # | | |
| A6772.201 | OFA Nutrition - Office Equipment | \$1,100 |
| A6772.474 | OFA Nutrition - Contractual | <u>\$3,672</u> |
| | Total: | \$4,772 |
| Revenue # | | |
| A6772.4772.03 | NSIP | \$4,772 |
| Appropriations # | | |
| A6774.101 | OFA MIPPA - Regular Pay | \$ 552 |
| A6774.802 | OFA MIPPA - Retirement | <u>\$ 157</u> |
| | Total: | \$ 709 |
| Revenue # | | |
| A6774.4772.00 | MIPPA | \$ 709 |
| Appropriations # | | |
| A6757.101 | OFA SNAP - Office Equipment | \$1,100 |

| | | | |
|-----------|------------------------|--------|----------------|
| A6779.474 | OFA SNAP - Contractual | | <u>\$6,060</u> |
| | | Total: | \$7,160 |

| | | | |
|---------------|------|--|---------|
| Revenue # | | | |
| A6774.4772.00 | NSIP | | \$7,160 |

| | | | |
|------------------|---|--------|---------------|
| Appropriations # | | | |
| A6782.101 | OFA Health Ins. Info./Counseling - Regular Pay | | \$2,568 |
| A6782.405 | OFA Health Ins. Info./Counseling - Conference Expense | | \$ 500 |
| A6782.424 | OFA Health Ins. Info./Counseling - Legal Advertising | | \$ 200 |
| A6782.806 | OFA Health Ins. Info./Counseling - Medical Insurance | | <u>\$ 800</u> |
| | | Total: | \$4,068 |

| | | | |
|---------------|--------|--|---------|
| Revenue # | | | |
| A6774.4772.00 | HIICAP | | \$4,068 |

Legislator Burt asked how the Department can appropriate money into regular pay. Ms. Pettit responded she uses the Federal money to pay for staff instead of County money, which allows the Department to use less County money at the end of the year. Approval was granted on a motion by Legislator Jessup, seconded by Legislator Pullen, and carried. **Refer to Ways & Means.**

Accept and Appropriate Federal Grants

Ms. Pettit requested a resolution to accept and appropriate State grants: Community Services for the Elderly (CSE) and AAA Transportation programs in the amount of \$21,830. The Office for the Aging budgeted \$76,600 in State funding for these grants for the 2015 Budget year, but will be receiving \$97,430. She also requested permission to accept funds from the Allegany Senior Foundation in the amount of \$1,000 to help purchase a new copy machine. She requested the funding to be appropriated as follows:

| | | | |
|------------------|-------------------------|--------|-----------------|
| Appropriations # | | | |
| A6776.101 | Regular Pay | | \$ 4,500 |
| A6776.201 | Office Equipment | | \$ 3,000 |
| A6776.401 | Postage | | \$ 900 |
| A6776.402 | Mileage | | \$ 1,600 |
| A6776.408 | General Supplies | | \$ 500 |
| A6776.409 | Fees (PERS) | | \$ 2,500 |
| A6776.419 | Printing | | \$ 900 |
| A6776.423 | Food | | \$ 6,000 |
| A6776.802 | Retirement | | \$ 810 |
| A6776.803 | F.I.C.A. | | \$ 345 |
| A6776.804 | Worker's Compensation | | \$ 90 |
| A6776.806 | Medical Insurance | | <u>\$ 685</u> |
| | | Total: | \$21,830 |
| Revenue # | | | |
| A6776.3772.00 | CSE/Transportation | | \$20,830 |
| A6776.1972.00 | CSE-Local Contributions | | <u>\$ 1,000</u> |
| | | Total: | \$21,830 |

Legislator Pullen noted the Mercy Line (PERS) has increased, and may help the waiting list decrease. Ms. Pettit stated the Department supplies PERS for people who can't afford the service. Approval was granted on a motion by Legislator Pullen, seconded by Legislator Jessup, and carried. **Refer to Ways & Means**

Expanded In-home Services for the Elderly Program Budget Transfer

Ms. Pettit requested a budget transfer in the amount of \$18,000.

| From: | | | To: | | |
|-----------|-----------|----------|-----------|---------------|----------|
| A6778.474 | Home Care | \$12,000 | A6778.101 | Regular Pay | \$12,000 |
| A6778.474 | Home Care | \$ 2,100 | A6778.802 | Retirement | \$ 2,100 |
| A6778.474 | Home Care | \$ 1,000 | A6778.803 | F.I.C.A. | \$ 1,100 |
| A6778.474 | Home Care | \$ 300 | A6778.804 | Worker's Comp | \$ 300 |
| A6778.474 | Home Care | \$ 2,600 | A6778.806 | Medical Ins. | \$ 2,600 |

Approval was granted on a motion by Legislator O'Grady, seconded by Legislator Burt, and carried. **Prepare Resolution**

Community Services

County Treasurer Terri Ross requested a resolution, on behalf of Community Service Director Dr. Robert Anderson, to accept and appropriate COLA money in the amount of \$24,837 in additional State Aid for Allegany County Community Services as follows:

| | | |
|------------------|-------------------------------|------------------|
| Appropriations # | | |
| A4313.461 | Health Contract – ARC | \$ 749 |
| A4313.457 | Health Contract – Fingerlakes | \$ 12,901 |
| A4313.464 | Health Contract – ARA | \$ 3,155 |
| A4313.464A | Health Contract – ACCORD | \$ 2,062 |
| | Total: | <u>\$ 18,867</u> |
| Revenue # | State Aid – COLA | <u>\$ 18,867</u> |

| | | |
|------------------|----------------------------|-----------------|
| Appropriations # | | |
| A4313.464 | Health Contract – ARA SPOA | <u>\$ 6,192</u> |
| Revenue # | | |
| A4313.3490.046A | State Aid – SPOA | <u>\$ 6,192</u> |

| | | |
|------------------|------------------------|------------------|
| Appropriations # | | |
| A4313.463 | Health Contract – PROS | <u>\$-18,776</u> |
| Revenue # | | |
| A4313.3490.1037P | State Aid – PROS | <u>\$-18,776</u> |

| | | |
|------------------|----------------------------|-----------------|
| Appropriations # | | |
| A4220.458 | Health Contract – Comm Res | <u>\$ 9,500</u> |
| Revenue # | | |
| A4220.3486.00 | State Aid – OASAS | <u>\$ 9,500</u> |

Appropriations #

| | | |
|-----------------|--------------------------------|-----------------|
| A4313.451 | Health Contract – Adult Clinic | <u>\$ 9,054</u> |
| Revenue # | | |
| A4313.3490.1078 | State Aid – Housing Arbor | <u>\$ 9,054</u> |

Approval was granted on a motion by Legislator O’Grady, seconded by Legislator Jessup, and carried. **Refer to Ways & Means**

Adjournment

There being no further business to come before the committee, the meeting was adjourned at 3:51 p.m. following a motion by Legislator Burt, 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
Special Meeting
October 13, 2015
NOT APPROVED

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

Others Present: M. Alger, H. Budinger, V. Grant, K. Graves, D. Healy, T. Miner, B. Riehle, T. Ross, R. Scott, D. Root, N. Ungermann

Media Present: No media present.

Call to Order: The meeting was called to order at 3:12 p.m. by Human Services Committee Chairman Kevin LaForge.

Bonadio Group

Legislator LaForge introduced Bonadio Group Manager Tim Ball and Principal, Municipal Consultant Nick Mazza. Mr. Mazza explained they presented to the County about a year ago a larger scope of work. As a result of the last presentation and numerous meetings with the County, Bonadio Group proposes examining three areas within the County's Department of Social Services. Mr. Mazza highlighted Bonadio Group's success in looking at Montgomery and Sullivan Counties' Department of Social Services. Bonadio Group was able to save \$400,000 in Foster Care in one of the counties. Mr. Ball highlighted the rapport they have with Allegany County, and past success with saving the County money in 2007. Mr. Ball stated Bonadio Group helps local agencies save money, and become more efficient. He stated Department of Social Services Commissioner Vicki Grant met with Bonadio Group to look at cost-saving opportunities within the Department. As a result, three areas were highlighted: Foster Care, Chronic Care, and Fraud Department.

Bonadio Group will look at all ninety-eight children in Foster Care. They will specifically look at the eligibility including documentation of the children. Mr. Ball stated if they discover one to two children that are eligible for Federal funding; the savings would pay for the entire proposal. Ms. Grant commented there is an increase in foster care, and it is hard to determine eligibility. It also crosses over into different County departments. Mr. Mazza noted cases within the last twenty-four months can be re-opened to look at eligibility.

Mr. Ball stated in Chronic Care, Bonadio Group will look at Medicaid eligibility. They will examine best practices, forms, trends, and the organization of the Department. It is important that assets and income are properly documented because they are used before Medicaid starts paying for nursing homes. Ms. Grant stated it takes a lot of staff time to look at eligibility.

In the Fraud Department, Bonadio Group will look at program integrity. Mr. Ball described the need to be aggressive, but gentle when looking at fraud cases in the County. Ms. Grant stated she is looking for efficiency in this department. It also effects other departments such as the Sheriff's Department and the Court System.

Mr. Ball described the five step process in examining these areas. First, Bonadio Group will interview all staff. Then, they will look at the daily staff duties, policies and procedures, and job requirements. Next, Bonadio Group will test the files. They will randomly pick cases and test them. Bonadio Group will look at the length of the application process, review paperwork, and quality control procedures. Fourth, Bonadio Group will communicate with Ms. Grant once a month, and then present the findings after every area is examined. Mr. Ball stated it should take a month to look at one area, so it would be a total of three months to complete the project.

Finally, a report including findings, cost savings, and recommendations will be presented to the County. He stated he would start the process in January 2016, and present to the County in May or June 2016.

Legislator LaForge stated the project will cost \$24,000 to examine all three areas. It was also noted, if the County wanted to look at the whole Department of Social Services it would cost \$72,000. Mr. Ball and Mr. Mazza stated some of the cost may be reimbursable through Department of Social Services funding streams. Legislator Burt questioned who made the decision to look at only three areas in the Department of Social Services. Mr. Mazza stated Bonadio Group met with County Administrator Mitch Alger and Commissioner Vicki Grant to focus on the three areas in the Department of Social Services. Mr. Mazza stated it was the areas that had the most opportunity for cost savings. Legislator Burt asked if this was successful could other Departments be examined. Mr. Alger stated it was a possibility. Legislator Graves asked if factors such as physical environment, specifically cramped work spaces, would be examined when looking at efficiency. Mr. Ball stated yes; they would look at location of the offices, physical environment, and phone procedures. Legislator Decker asked Ms. Grant what prompted this discussion. Ms. Grant responded she was asked to look at efficiencies in her Department a couple of years ago. Legislator Healy asked if there was money set aside to pay for this project. Ms. Grant responded she had set aside \$5,000, but she will have to ask for more money to cover the project. Mr. Alger stated he budgeted \$24,000 for the three areas. Legislator Ungermann noted some of it may be reimbursable. Mr. Ball stated the Chronic Care and Foster Care costs may be reimbursable. Motion to direct County Attorney Tom Miner to prepare a tentative contract with Bonadio Group to examine the three areas in the Allegany County Department of Social Services was approved on a motion by Legislator Burt, seconded by Legislator Jessup, and carried. **Prepare Resolution**

Adjournment

There being no further business to come before the committee, the meeting was adjourned at 3:49 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

November 4, 2015

NOT APPROVED

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

Others Present: M. Alger, R. Anderson, L. Ballengee, D. Fanton, K. Francisco, M. Gasdik, K. Graves, K. Hooker, C. Knapp, B. Riehle, T. Ross, R. Scott, J. Tomasi,

Media Present: No media present.

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

Approval of Minutes

A motion was made by Legislator Jessup, seconded by Legislator Pullen, and carried to approve the Human Services Committee minutes of October 7, 2015.

A motion was made by Legislator Decker, seconded by Legislator Jessup, and carried to approve the Human Services Committee minutes of October 13, 2015.

Health Department

Monthly Report

Director Lori Ballengee reminded everyone about the Board of Health Dinner. If anyone is interested, they should contact Janet Norris.

Legislator LaForge requested there should be a serious discussion on heroin at a future meeting. Ms. Ballengee stated she has spoken with Probation Director Bob Starks, and there is a subcommittee of the Partners for Prevention in Allegany County (PPAC) who are looking to do that. Legislator Decker noted New York State Assemblyman Joe Giglio is the Chairman of the Assembly Minority Task Force. Mr. Decker was able to speak with Assemblyman Giglio recently, and he said there is a corridor across Lake Ontario in Canada to Rochester, New York, and down Route 390 into Painted Post. Ms. Ballengee said she can contact his office to get some resources. Ms. Ballengee stated she heard Olean was another hub as well. Chairman Crandall asked if this is a new "hot" issue, or is it compiling and shifting to this issue. Ms. Ballengee noted heroin has been around for a long time, but it is a huge problem. Legislator LaForge suggested setting time aside at the December Human Services Committee meeting to discuss this issue. Community Services Director Dr. Robert Anderson suggested involving the Allegany Council on Alcoholism and Substance Abuse, Inc. (ACASA) Executive Director William Penman because they have direct involvement with the treatment, and have recently conducted surveys. Ms. Ballengee stated she will reach out to the Mr. Penman, and invite him to the next meeting.

Ms. Ballengee stated she sent out an e-mail today regarding the Corporate Compliance document for 2016. It needs to be complete by the end of the year, and noted the form hasn't changed from last year. Members of the Human Services Committee, the Chairman of the Board, and County Administrator Mitch Alger have to complete it because the Human Services Committee was chosen to oversee the Corporate Compliance.

Accept and Appropriate COLA Money for the Family Planning Program

Ms. Ballengee requested a resolution to accept and appropriate COLA money for the Family Planning Program for the 2015 Budget year, grant year of April 1, 2015, to March 31, 2016, in the amount of \$13,143 as follows:

| | | | |
|------------------|---------------|-------------------------------|-----------------|
| Appropriations # | A4035.201 | Office Equipment | \$ 2,900 |
| | A4035.414 | Rentals: Real Property | \$ 2,743 |
| | A4035.460 | Health Contracts | <u>\$ 7,500</u> |
| | | Total: | \$13,143 |
| Revenue # | A4035.3450.00 | State Aid–Public Health Other | \$13,143 |

The funding will be utilized to:

- Cover the cost of the mandatory Diagnostic and Treatment Center audit - \$7,500
- Purchase a desktop computer for the Wellsville clinic site - \$1,000
- Purchase a docking station for the Family Planning Nurse laptop - \$100
- Purchase two Card Readers for the Electronic Medical Record System - \$1,800
- Partially cover the rent cost for the Alfred and Wellsville clinic sites from August through December - \$2,743

Legislator Decker wondered if this is cost-of-living adjustment money why is it going towards equipment, and not going to the employees. He stated he has a real problem with that. Ms. Ballengee reported she can't give the money to employees, they cannot receive bonuses. Legislator Pullen noted they can't change pay or benefits without negotiating with the Union. County Treasurer Terri Ross added it is the program cost-of-living adjustment to provide services. Community Services Director Dr. Robert Anderson agreed. He noted people are used to associating cost-of-living to personnel issues, and it is not. Ms. Ballengee stated it betters the employees' working conditions and situations; it makes their jobs more efficient and easier. Legislator Healy stated he did not want to turn down State money. Legislator Pullen is in favor of getting assistance for the program. The request was approved on a motion by Legislator Pullen, seconded by Legislator Decker, and carried. **Refer to Ways & Means**

Department of Social Services

Monthly Report

Accountant Julie Tomasi attended on behalf of Commissioner Vicki Grant. Ms. Tomasi distributed an updated monthly report. Legislator Fanton noted there was a large number in the safety net singles category, and wondered how individuals qualify for the service. Ms. Tomasi stated she was unsure, and would have to get more information. Legislator Fanton stated he would ask Ms. Grant.

Permission to Fill Social Welfare Examiner

Ms. Tomasi requested permission to fill a Social Welfare Examiner (AFSCME, Grade 11) position. This vacancy is the result of an anticipated promotion. This position is in the Temporary Assistance unit, and is responsible for interviewing clients, determining eligibility, and administering the appropriate benefits. The request was approved on a motion by Legislator Pullen, seconded by Legislator Jessup, and carried. **Refer to Ways & Means**

Permission to Fill Senior Caseworker

Ms. Tomasi requested permission to fill a temporary Senior Caseworker (AFSCME, Grade 17) position. This vacancy is the result of a medical leave. This position is in the Services Unit, and is responsible for ensuring the health, welfare, and safety of children and families. Legislator Pullen asked what the qualifications are for this position, and if they have current employees eligible for the position. Ms. Tomasi stated they have staff that is eligible, and they have to have two years of experience. She added the scope of the work will be limited, but it will help alleviate the work load of the team. Legislator Pullen thought Federal funds should cover 50 percent of the position, where this position is only covered by 36 percent Federal funds. Ms. Tomasi stated she was not sure if there was a change, or at what point it changed. Legislator Decker asked how long the leave is for. Ms. Tomasi stated up to eight weeks. The request was approved on a motion by Legislator Decker, seconded by Legislator Pullen, and carried. **Refer to Ways & Means**

Permission to Fill Caseworker

Ms. Tomasi requested permission to fill a temporary Caseworker (AFSCME, Grade 16) position. This vacancy is a result of an extended medical leave. This position is in the Services Unit, and is responsible for ensuring the health, welfare, and safety of children and families. Legislator Pullen asked how long the person will be out on medical leave. Ms. Tomasi stated it is unknown, and it has been a challenge for the team to provide coverage. The request was approved on a motion by Legislator Decker, seconded by Legislator Jessup, and carried. **Refer to Ways & Means**

Permission to Fill Senior Support Investigator

Ms. Tomasi requested permission to fill a Senior Support Investigator (AFSCME, Grade 16, Step 6) position. This vacancy is a result of a retirement. This position is responsible for supervising eight Support Investigators as well as generic marker testing, overseeing the Non-custodial Parent Employment Program, desk reviews for IV-D pass through, doing reports, and updating manuals. Legislator Decker asked if this would be a promotion from within. Ms. Tomasi stated yes, and that is why they requested a Social Welfare Examiner position. The request was approved on a motion by Legislator Pullen, seconded by Legislator Decker, and carried. **Refer to Ways & Means**

Office for the Aging**Monthly Report**

Director Madeleine Gasdik reported she received permission to apply for a grant for an Alzheimer's Respite Program, and on Monday they found out they were awarded the grant. She noted it was a large grant that offers support, family counseling, and respite to families who have members with Alzheimer and other forms of dementia. She added it is State Department of Health money, and was in conjunction with seven other counties in Western New York, Catholic Charities, and the Alzheimer's Foundation of Western New York. Ms. Gasdik reported next month, she will request permission to accept the grant, and create and fill a position. Legislator LaForge asked about doing a press release at the appropriate time. Ms. Gasdik responded yes, and they were working on how to announce this.

Ms. Gasdik spoke about a positive collaboration. The Office for the Aging has an Elder Abuse Prevention Program, and they meet monthly to determine how to help the seniors avoid being abused, victimized, and scammed. She noted a few years ago Charlie Dickerson from Department of Social Services, Joy Gilmore from Accord Corporation, and she met with as many banks as they could in the County. They spoke to the tellers about signs of financial

abuse. Recently, a mother and her son were arrested for stealing money from a person they were caring for. She noted it was directly tied to the program they did at the banks. Ms. Gasdik said many times the client does not press charges, but this time the client agreed to press charges. She noted many times it is a family member who is victimizing the person, and they always get Adult Protective Services involved in these cases. Legislator Healy asked if the cases are reported to the police or District Attorney if they don't have the victim's cooperation. Ms. Gasdik stated they always get the police involved. Legislator Healy stated the District Attorney should be notified, because someone else can sign the complaint. Ms. Gasdik said they work with Victim Services through the District Attorney's office. Julie Tomasi from the Department of Social Services added that when Adult Protective Services are involved, they are required to notify the authorities even if the person doesn't want to cooperate, and they work closely with the District Attorney's Office.

Ms. Gasdik said she gave everyone a copy of the *Silver Linings* newsletter. She said currently there is a mailing list of 3,750 names. She was quoted that for \$2,400 more, she can mail it to 21,000 addresses in Allegany County. She is looking for funds to cover the postage, but still thinks it is a good investment. She is hoping to bring more awareness to their programs. Ms. Gasdik also noted on the second to last page there is a place where people can donate, and she hopes it will bring in extra funds.

Permission to Fill MOW's Driver

Ms. Gasdik requested permission to fill a part-time Meals-on-Wheels' Driver (non-union). The position is responsible for delivering meals to homebound seniors. Legislator Pullen asked if they will have a problem filling this position. Ms. Gasdik reported sometimes they have a hard time, other times they don't. Approval was granted on a motion by Legislator Jessup, seconded by Legislator Decker, and carried. **Refer to Ways & Means**

Community Services

Permission to Purchase a Copier and Budget Transfer to Finance the Purchase

Director Dr. Robert Anderson requested permission to purchase a copier that is also a fax machine and printer. He noted the current copier is over thirteen years old. Dr. Anderson received three bids. He is recommending the \$6,286 bid with Acme Business Machines because they currently work with them, and they provide excellent service. As a result, he is also requesting permission to transfer money to cover the cost. Legislator Decker noted that according to the quote, it is not the full-price of the copier because it includes a trade-in discount. Dr. Anderson confirmed that is correct, and added the Secretary for Community Services was able to get Acme Business Machines to reduce their price to \$6,286. Legislator Decker asked if this would impact the account he is moving the money from. Dr. Anderson replied no.

From: A4310.409 – Mental Health Admin. - Fees \$3,500

To: A4310.201 – Mental Health Admin. - Equipment \$3,500

Approval was granted on a motion by Legislator Jessup, seconded by Legislator Pullen, and carried. **Prepare Resolution**

Reappointment of Commissioner Vicki Grant

Legislator LaForge invited Department of Social Services Accountant Julie Tomasi to talk about Commissioner Vicki Grant. Ms. Tomasi read a brief prepared statement on behalf of the Department in favor of reappointing Ms. Grant. Legislator Decker asked if Ms. Grant had indicated a desire to continue on as Commissioner. Legislator LaForge stated yes, and added he has had a chance to spend time with her and the Department. He noted he was very impressed, and it is well managed. Clerk of the Board Brenda Rigby Riehle added it is a five-year term. Approval to reappoint Vicki Grant as Social Services Commissioner to a five-year term effective January 1, 2016, and expiring January 2, 2021, was granted on a motion made by Legislator LaForge, seconded by Legislator Decker, and carried. **Refer to Ways & Means**

Adjournment

There being no further business to come before the committee, the meeting was adjourned at 3:49 p.m. following a motion by Legislator Decker, seconded by Legislator Jessup, and carried.

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

HUMAN SERVICES COMMITTEE
December 2, 2015
AMENDED AND APPROVED

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

Others Present: M. Alger, L. Ballengee, H. Budinger, D. Fanton, M. Gasdik, V. Grant, K. Graves, D. Healy, R. Hollis, T. Miner, K. Monroe, B. Penman, B. Riehle, D. Root, T. Ross, R. Scott, B. Starks, N. Ungermann, R. Whitney

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

Call to Order: The meeting was called to order at 3:04 p.m. by Human Services Committee Chairman Kevin LaForge.

Approval of Minutes

A motion was made by Legislator Jessup, seconded by Legislator Pullen, and carried to approve the Human Services Committee minutes of November 4, 2015.

Health Department

Monthly Report

Public Health Director Lori Ballengee reminded everyone the Board of Health Dinner is at the Angelica Hotel on December 16, 2015. If you would like to attend, please let Janet Norris or Ms. Ballengee know.

Budget Transfer

Director Lori Ballengee requested a resolution for a budget transfer of WIC Fringe Benefits to Fees. Ms. Ballengee stated when the Cornell Staff was brought on as County employees the fringe benefits were estimated using the County averages, and funding was moved from .456 to the fringe accounts. Not all employees took the County health insurance, and differences exist between actual employee monthly costs and the County average. As a result, the hospitalization account has budgeted appropriations exceeding projected actual expenses, and the Health Department is requesting these monies be transferred to the Health Contracts account. Legislator Burt requested clarification on the money being transferred. County Treasurer Terri Ross said it was grant funded money. She noted it is not new money; it is reallocating the grant money because some employees did not take the health insurance. Legislator Burt wondered if this could be a savings to the County; Ms. Ross responded no we are not receiving any additional money. This action is just reallocating previously appropriated funds.

| | | | |
|------------------------|----------|----------------------------|-----------------|
| From: | | To: | |
| A4190.806 Hosp/Med Ins | \$13,788 | A4190.456 Health Contracts | \$12,216 |
| | | A4190.802 Retirement | \$ 1,359 |
| | | A4190.803 FICA | \$ 72 |
| | | A4190.804 Workers Comp | \$ 35 |
| | | A4190.805 Disability | \$ 6 |
| | | | <u>\$13,788</u> |

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

Budget Transfer

Director Lori Ballengee requested a resolution for a budget transfer of Family Planning Fringe Benefits to Fees. Ms. Ballengee stated when the Cornell staff was brought on as County employees the fringe benefits were estimated using the County averages and budgeted funding was moved from .456 to the fringe accounts. Not all employees took the County health insurance, and differences exist between actual employee monthly costs and the County average. As a result the hospitalization account has budgeted appropriations exceeding projected actual expenses, and the Health Department is requesting these monies be transferred to the fees account.

| | | | |
|------------------------|------------------------|---------|-------------|
| From: | To: | | |
| A4035.806 Hosp/Med Ins | A4035.409 Fees | \$6,281 | \$5,586 |
| | A4035.802 Retirement | | \$ 461 |
| | A4035.803 FICA | | \$ 190 |
| | A4035.804 Workers Comp | | \$ 38 |
| | A4035.805 Disability | | <u>\$ 6</u> |
| | | | \$6,281 |

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

Department of Social Services

Monthly Report

Legislator O'Grady asked about the investigations on the Integrity Unit Report. He noted there were 10 investigations that were completed. However, there were a total of 9 that were substantiated or unsubstantiated. Commissioner Vicki Grant replied there may have been one held over from last month. Legislator Pullen asked about the year-to-date savings on the Integrity Unit Report, and how it compares to other years. Ms. Grant stated she couldn't remember the previous year, but they can look at the annual report.

Ms. Grant announced the Foster Care Christmas Party is Monday, December 7, 2015. It is from 5:00 p.m. to 7:30 p.m. at the Cuba VFW. Legislator LaForge said he attended the party last year, and was very impressed with the effort that went into the party. Legislator Pullen noted it is extra work for the Caseworkers, and they go above and beyond. Ms. Grant said they receive donations from the community and staff, and Allegany County is the only County that does this for their foster kids. She reported last year they had about 130 people attend including children ages birth to eighteen years old, the biological parents, and the foster parents. Ms. Grant also said there was an adoption this month, and that is a total of twelve for the year.

Budget Transfer

Commissioner Vicki Grants requested a resolution to make the following end-of-year transfers:

| | | | |
|---------------------------|------------------|----------|----------|
| From: | To: | | |
| A6010.482 Other Contracts | A6010.413 Lease | \$ 5,000 | \$ 5,000 |
| A6119.474 Child Welfare | A6010.481 ACCORD | \$25,000 | \$25,000 |
| A6119.474 Child Welfare | A6070.474 POS | \$50,000 | \$50,000 |

A6119.474 Child Welfare \$50,000 A6109.474 TANF \$50,000

Legislator Decker asked about the budget on the lease. Ms. Grant said it was budgeted, but some of the copiers that were replaced this year have higher lease costs. Legislator Burt asked if they over budgeted for child welfare. Ms. Grant says it is always an estimate when they are budgeting; they look at the trends, and try to be conservative when budgeting. The actual costs depend on the kids and their needs. The request was approved on a motion by Legislator O'Grady, seconded by Legislator Decker, and carried. **Refer to Ways & Means**

Permission to Fill Case Manager

Commissioner Vicki Grant requested permission to fill a contingent Case Manager (AFSCME, Grade 15, Step 1) position. This vacancy is the result of a retirement. This position is in the Temporary Assistance Unit, and is responsible for determining eligibility for day care assistance, authorizing benefits to day care providers, assisting those with emergency needs, and those claiming homelessness. Legislator O'Grady asked about the policy that any requests to fill a position go to the County Administrator to determine if the position is needed. Legislator Burt then asked if the County Administrator has ever turned down a request to fill a position. County Administrator Mitch Alger said he has had discussions with Ms. Grant about positions. He noted Ms. Grant makes an effort to look at positions, and see if they need to be filled. Ms. Grant noted they recently abolished two positions. Mr. Alger stated in the past, he has said he doesn't think a position is needed. Legislator Burt asked how many homeless are in the County. Ms. Grant said it is difficult to answer because there are different definitions of homelessness. She said she can get the number of homeless for him. The request was approved on a motion by Legislator Jessup, seconded by Legislator Decker, and carried. **Refer to Ways & Means**

Permission to Fill Senior Social Welfare Examiner

Commissioner Vicki Grant requested permission to fill a Senior Social Welfare Examiner (AFSCME, Grade 13, Step 1) position. This vacancy is the result of a promotion. This position is responsible for overseeing several Social Welfare Examiners in the daily process of determining eligibility for benefits, and authorizing those benefits. The request was approved on a motion by Legislator O'Grady, seconded by Legislator Decker, and carried. **Refer to Ways & Means**

Permission to Fill Caseworker

Commissioner Vicki Grant requested permission to fill a contingent Caseworker (AFSCME, Grade 16, Step Min.) position. This vacancy is a result of a promotion. This position is in the Services Unit, and is responsible for ensuring the health, welfare, and safety of children and families. Legislator Burt asked why it is contingent and not permanent. Ms. Grant replied there isn't a Senior Caseworker list, so the person who was promoted to this position still has to pass the Senior Caseworker test. The request was approved on a motion by Legislator Decker, seconded by Legislator Pullen, and carried. **Refer to Ways & Means**

Office for the Aging

Monthly Report

Director Madeleine Gasdik was willing to answer questions about her monthly report. Mr. O'Grady asked about case management. Ms. Gasdik said a staff specialist helps the client with whatever they need. She noted they mostly help with scheduling home care aides. Ms.

Gasdik reported when this month's committee report was submitted, they had 23 people on the insurance counseling wait list. She said the staff worked very hard to make sure everyone gets served. When she left on Friday, there was no one on the list. Today, there are 22 on the waiting list; people are waiting until the last minute. Ms. Gasdik said when she did the needs assessment survey, 45 percent of the respondents said understanding and getting help with Medicare was their number one concern.

Ms. Gasdik showed the committee new pocket talkers. Some of the clients they serve have difficulty hearing. The National Association for the Deaf recommended them at a conference she attended. They cost \$200 a set, and she is excited to have them. She said they will be helpful for clients and staff. Ms. Gasdik also showed the committee what goes in the blizzard boxes for the Meals-On-Wheels Program. This year everyone on the route is receiving a blizzard box with 3 shelf stable meals a day. They ask for a suggested donation of \$10, and it costs about \$16 per box. Ms. Gasdik reported the Wellsville Middle School Jump Club is helping to put them together. Ms. Gasdik distributed information on the Wallace C. Higgins Wall of Honor. For \$100 someone can purchase a granite tile to honor a loved one that will be placed on the wall. Ms. Gasdik thanked Chairman Crandall for helping with this. Legislator Healy asked if the landlord was ok with this; Ms. Gasdik said yes. Ms. Gasdik also thanked Mr. LaForge for the work on the driveway at the office. She noted it has made a huge difference.

Ms. Gasdik announced that tomorrow is the Advisory Council Christmas Party at 11:30 a.m. Everyone is welcome to attend. Ms. Gasdik reported she was nominated and elected to the Association on Aging in New York, which is a state-wide advocacy group. Ms. Gasdik said she just learned about a New York State change. Medical Answering Services (MAS) clients are now instructed that they must take a public bus unless they have a doctor's note. Ms. Gasdik reported they have some clients on Medicaid that live a mile or a mile and a half from a bus stop. She is concerned some County clients may suffer from this change. Ms. Gasdik also reported that Southern Tier Health Services closed on Monday, November 29, 2015. They were one of the contractors for the Home Care Aides Program. Ms. Gasdik was given about a week notice of the closing. Jan and Bev's is trying to absorb as many cases as they can, and hire some of the old aides so there is no disruption in services.

Ms. Gasdik shared comments from a client survey stating how helpful the Office for the Aging was. Ms. Gasdik said often clients don't know about all the services they offer. As a result, she put all the services they offered in the last *Silver Linings* newsletter. Ms. Gasdik also mentioned two Advisory Council members are leaving. Keith Folts has been on the council for twenty-seven years, and Bev Armstrong has been on the council for fourteen years. She noted they are looking for people in those districts to fill these positions.

Appointments to the Office of the Aging Citizens Advisory Board

The Chairman of the Board plans to reappoint the following individuals as members of the Citizens Advisory Council to the Office for the Aging for a three-year term commencing January 1, 2016, and expiring December 31, 2018.

Over 60 Members

Mona Pettit, Cuba

Members

Reita Sobeck-Lynch, Wellsville

A motion was made by Legislator Pullen, seconded by Legislator Burt, and carried to sponsor a resolution, confirming the Chairman's appointments. **Prepare Resolution**

Appointments to the Community Services Board

The four-year terms of Kathy Bentley from Andover, and Calvin L. Schierer from Houghton expire on December 31, 2015. The Community Services Board recommends that these individuals be reappointed to a new four-year term through December 31, 2019. Approval was granted on a motion by Legislator Decker, seconded by Legislator Pullen, and carried. **Prepare Resolution**

Resolution Regarding Safety Net from Yates County

Legislator LaForge talked about the resolution from Yates County regarding the Safety Net Program. Currently, it is 71 percent County and 29 percent State share, and they want to go back to a 50/50 sharing formula. Legislator Pullen commented he strongly supports this. Chairman Crandall believes it should be forwarded to Inter-County. A motion to adopt and support the resolution as written was made by Legislator Jessup, seconded by Legislator Pullen, and carried. **Prepare Resolution**

Good of the Order

Legislator LaForge welcomed Allegany Council on Alcoholism and Substance Abuse, Inc. (ACASA) Executive Director Bill Penman. Legislator LaForge noted Mr. Penman came to the meeting to discuss the issue of Heroin in the County. Mr. Penman stated the issue of Heroin has grown everywhere, and the impact on Allegany County has increased. Mr. Penman said they do a Risk and Protective Survey every two years in the Allegany County School Districts. In the most recent Survey, students reported some use in high school, but not a lot. He said the impact of Heroin on local citizens has increased. In 2013, approximately 8 percent of admitted clients into our out-patient clinic had a primary use of Heroin. Today, it is about 20 percent. This doesn't include the use of Opiates, which is about 20 percent. So, all the people admitted into the clinic who use Heroin or Opiates is about 40 percent. He noted alcohol is still the primary substance at 45 percent.

Mr. Penman said part of the growth of Heroin directly correlates with opiate use. It has made it more difficult for people to obtain opiates. He said there is legislation where a physician can look up prescriptions from other doctors to see if the patient already has one from another doctor. He also noted the price of Heroin is cheaper than Oxycodone. So, it makes it more accessible. Mr. Penman said they are working with the State and local clinics to do prevention in 11 schools in the County. Legislator Healy commented prevention is always the best policy, so he wondered if there was adequate funding for education in schools. Mr. Penman said they have not seen an increase in prevention funding in 13 years, and they try to do as much as they can.

Mr. Penman said they are seeing the younger population overdosing, needing detox services, or inpatient care. Depending on insurance, it can be one week to a month to get someone into treatment. If a person doesn't have insurance, they try to use the State program. Mr. Penman discussed the use of Narcan when someone overdoses. The State is trying to get a 72-hour hold if someone comes into the emergency room with an overdose. Currently, as soon as the person feels fine, they can walk out the door. This hold is trying to interrupt the cycle, and get them into treatment prior to them leaving the hospital.

Legislator O'Grady believes part of the problem is that nationwide there is confusion on what they want to do with drug addiction. He believes there is a gray area where addiction is seen as a condition and it is treated as such, but then there is the criminal side of it. He believes they need to treat it as a disease and decriminalize it, or have consequences for their actions. He noted there are not really any deterrents anymore of getting into it in the first place.

Legislator LaForge asked if Methamphetamine has peaked. Mr. Penman believes it has because the price of Heroin has come down, and cooking Methamphetamine is not as profitable, and it is time consuming. He reported the numbers of people using Methamphetamine as a primary use drug is fairly low. Chairman Crandall asked about the issue of bath salt synthetic. Mr. Penman said it still comes up every once in a while. He noted they are not seeing a lot of it, but in the cities they are seeing more of it.

Legislator LaForge asked about the impurity of the Heroin supply. Mr. Penman discussed what Heroin is being cut with. He noted the Erie County lab was looking to add additional staff in their lab because they are trying to identify what some of the different synthetic drugs and Heroin are being cut with. Legislator Healy asked if they know where the Heroin is coming from. Mr. Penman said Afghanistan and Mexico. Legislator Decker asked about a pipeline from Toronto to Rochester and down the Interstate 390 corridor. Mr. Penman said yes there is one from Canada, and these drugs are coming from Europe. Legislator Decker said there is an increase in other crimes associated with it, such as gun sales. Legislator O'Grady commented there are crimes that go with addiction, and they are seeing an increase in shoplifting and burglaries.

Legislator LaForge asked what we can do as a County to address the issue. Mr. Penman suggested talking with the State Representatives about legislation to put a hold on someone who is overdosed, so they can get them into treatment. Mr. Penman noted the State is looking at the bed availability issues. Chairman Crandall said if Mr. Penman or anyone knows of proposed Legislation coming up that the Legislators can take position on to give local support. Legislator LaForge discussed drafting some type of resolution for purposes of information to approve, and send to Inter-County. Legislator LaForge said maybe having it to discuss at the next meeting in January. Legislator LaForge thanked Mr. Penman for coming.

Legislator Burt commented that Secretary to the Clerk of the Board Becky Scott is doing a good job, and the changeover has been seamless.

Adjournment

There being no further business to come before the committee, the meeting was adjourned at 4:13 p.m. following a motion by Legislator Decker, seconded by Legislator Pullen, and carried.

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

HUMAN SERVICES COMMITTEE
December 16, 2015
NOT APPROVED

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

Others Present: M. Alger, L. Ballengee, H. Budinger, D. Fanton, K. Graves, D. Healy, T. Hull, T. Miner, B. Riehle, R. Scott

Media Present: No media present.

Call to Order: The meeting was called to order at 12:10 p.m. by Human Services Committee Chairman Kevin LaForge.

Executive Session

The Committee entered executive session at 12:11 p.m. on a motion by Legislator Decker, seconded by Legislator Pullen, and carried, to discuss the employment history of a particular person. The Committee exited executive session at 12:14 p.m. on a motion by Legislator O'Grady, seconded by Legislator Decker, and carried.

A motion was made by Legislator O'Grady to refer the request to create and fill an Director of Environmental Health position to the Personnel Committee, seconded by Legislator Decker, and carried. **Refer to Personnel**

Adjournment

There being no further business to come before the committee, the meeting was adjourned at 12:14 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