

## **HUMAN SERVICES COMMITTEE**

**August 7, 2019**

### **Action was Ratified by the Human Services Committee on August 26, 2019**

**Members Present:** J. Hopkins, J. Burdick, G. Barnes, C. Crandall (Absent: D. Decker, S. Havey, D. Root, P. Stockin)

**Others Present:** L. Ballengee, W. Dibble, D. Fanton, K. Francisco, V. Grant, K. Graves, K. Geffers, C. Knapp, D. McDonnell, B. Riehle, T. Ross, T. Shaw, M. Washer

**Call to Order:** The meeting was called to order by Human Services Committee Chair Judith Hopkins at 3:22 p.m.

### **Approval of Minutes**

A motion was made by Legislator Barnes, seconded by Legislator Burdick, and carried to approve the July 3, 2019, minutes.

## **SOCIAL SERVICES**

Social Services Commissioner Vicki Grant attended the meeting and submitted her monthly report to the committee for review. Ms. Grant stated they are down in Temporary Assistance cases, adding that her department has also begun transitioning to their new offices, and the staff is very excited. Ms. Grant noted that three members of her staff will be presenting at the upcoming Homefinding Summit being held in Albany, NY.

### **Commissioner of Social Services Trainee Position**

Ms. Grant requested permission to create and fill one full-time temporary Commissioner of Social Services Trainee (Section IV Salary Plan). This position is being filled on a temporary basis to learn the duties and responsibilities of the Commissioner of Social Services. The annual salary of this position is \$83,000 with benefits estimated at \$35,482.50. This position is funded 38 percent with County funds, 10 percent with State funds, and 52 percent with Federal funds. This request is contingent on approval from the Human Services Committee. This request was approved on a motion made by Legislator Burdick, seconded by Chairman Crandall, and carried.

**Refer to Personnel**

### **Backfilling of Senior Caseworker Position**

Ms. Grant requested permission to fill any backfills resulting from the hiring of a Senior Caseworker position that was presented to Human Services on March 6; however, the original request received from Social Services did not include subsequent positions. This request was approved on a motion made by Legislator Burdick, seconded by Legislator Barnes, and carried.

**Refer to Ways and Means**

### **Kinship Family and Youth Services Contract**

Ms. Grant requested a resolution approving the Kinship Family and Youth Services contract to provide respite services to Persons in Need of Supervision (PINS) for the period of September 1, 2019, through August 31, 2020. Chairman Crandall asked if there are any changes to the contract, and Ms. Grant stated, no. This request was approved on a motion made by Legislator Burdick, seconded by Chairman Crandall, and carried. **Prepare Resolution**

### **Office for the Aging Contract for HEAP Outreach and Services**

Ms. Grant requested a resolution approving the contract with the Allegany County Office for the Aging to provide outreach and certification services for HEAP for the 2019 – 2020 season.

This request was approved on a motion made by Chairman Crandall, seconded by Legislator Burdick, and carried. **Prepare Resolution**

### **ACCORD Contract for HEAP Outreach and Services**

Ms. Grant requested a resolution approving the contract with ACCORD to provide outreach and certification services for HEAP for the 2019 – 2020 season. This request was approved on a motion made by Legislator Burdick, seconded by Chairman Crandall, and carried. **Prepare Resolution**

### **OFFICE FOR THE AGING**

Office for the Aging Accountant Kimberly Geffers attended the meeting and submitted the department's monthly report to the committee for review. Ms. Geffers stated the wait list is down and will continue to decrease due to the Unmet Needs Grant funds they received.

### **Senior Picnic**

Ms. Geffers reminded the committee of the Senior Picnic that is being held on Wednesday, August 14, from 11:00 a.m. to 3:00 p.m. at the Fairgrounds. Ms. Geffers asked that anyone who has not sent in an RSVP do so at their earliest convenience.

### **Increase Petty Cash Amount**

Ms. Geffers requested a resolution to increase the amount of Petty Cash kept by the office from \$200 to \$400. This is due to the state requirement that we furnish a small petty cash fund to each luncheon center manager to use for making change for clients at luncheon centers who require smaller denominations to make their suggested contribution.

Per County Treasurer Terri Ross, the request would be to reduce the Clerk of the Board's petty cash from \$500 to \$300 and increase Office for the Aging from \$200 to \$400. The journal transfer is as follows:

<u>From:</u>	<u>Amount:</u>
A6772.408 (OFA – General Supplies)	\$200
<u>To:</u>	<u>Amount:</u>
A1040.407 (Clerk of the Board – Office Supplies)	\$200

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

### **Eastern Star Donation**

Ms. Geffers requested a resolution to accept and appropriate a donation in the amount of \$4,960.45 from the Order of the Eastern Star. The donation comes from an array of fundraising activities carried on by the group to benefit the Meals on Wheels Program. The funds should be appropriated as follows:

<u>Appropriation:</u>	<u>Amount:</u>
A6779.402 (OFA – Wellness in Nutrition – Mileage)	\$1,500.00
A6779.422 (OFA – Wellness in Nutrition – Gas & Oil)	\$3,460.45

<u>Revenue:</u>	<u>Amount:</u>
A6779.1972.PC (OFA – Suppl. Nutrition Assis. Program - Local Contrib.)	\$4,960.45

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

## **HEALTH DEPARTMENT**

Public Health Director Lori Ballengee attended the meeting and submitted her monthly report to the committee for review.

### **Department Highlights**

Ms. Ballengee stated their Emergency Preparedness grant has ended, and they have completed all deliverables. Ms. Ballengee noted that the coroner numbers will likely get hit hard as a result from the car accident that occurred in the Town of Burns.

### **Water Lab Update**

Environmental Health Director Tyler Shaw attended the meeting to provide a brief update on the Water Lab. Mr. Shaw stated that they were able to cut their contract with QBench by \$4,000 by moving the work in-house. During their first month they have brought in \$2,600 so far, and the real estate agents are very happy with a one to two-day turnaround. Committee Chair Hopkins asked what kind of advertising they are doing. Mr. Shaw stated they advertise through the County's website, Facebook, word of mouth, and mailings.

### **Emergency Preparedness Grant with Health Research, Inc.**

Ms. Ballengee requested a resolution to renew their Emergency Preparedness Grant with Health Research, Inc. (HRI). This is a mandated program with federal funds from the Center for Disease Control (CDC) awarded to HRI to then distribute to counties. Ms. Ballengee noted that the Health Department has held this grant for many years. This request was approved on a motion made by Legislator Barnes, seconded by Legislator Burdick, and carried. **Prepare Resolution**

### **Hearing Officer Contract**

Ms. Ballengee requested a resolution to renew their Hearing Officer Contract with Deborah Farberman for 2 years. They have contracted with her for a few years and have received excellent, dependable services from her, and there is no change in the reimbursement she receives. The hearings and recommendations she completes are for environmental health issues such as clean indoor air, septic, food, and water non-compliance. Chairman Crandall asked how much money is being paid out. Ms. Ballengee stated she receives \$40/hour plus mileage. Committee Chair Hopkins asked how often we have utilized her services. Mr. Shaw indicated two times. Ms. Ballengee noted that they work really hard to get them to comply so they get to the point of a hearing. This request was approved on a motion made by Legislator Burdick, seconded by Chairman Crandall, and carried. **Prepare Resolution**

### **Additions and Corrections to Pre-School Education Contracts with Service Providers**

Ms. Ballengee requested a resolution for the following additions to the contracts approved by Resolution No. 180-19 and Resolution No. 182-19. These School Districts each require this contract, and they should be added to both resolutions:

**School Districts: (Addition to Res. No. 180-19 and 182-19)**

Andover	Alfred-Almond	Arkport	Belfast	Bolivar-Richburg
Canaseraga	Canisteo-Greenwood	Cuba-Rushford	Fillmore	Friendship
Genesee Valley	Keshequa	Portville	Scio	Wellsville
Whitesville				

Ms. Ballengee also requested the following name changes to contracts in Resolution No. 182-19 and No. 183 -19:

**Speech Language Pathologist: (Correction to Res. No. 182-19)**

From Kristina Waters to Kristina Winters

**Occupational Therapy: (Correction to Res. No. 183-19)**

From Trey Marra to Anthony Marra, SDAA Occupational Therapy Solutions

The individuals and agencies listed above will provide related and/or evaluation services to children in Allegany County who are referred to the Pre-School Special Education Program. The Health Department bills insurances for these services and also recoup 59.5 percent of what insurance will not cover, if any, from the state. These requests were approved on a motion made by Legislator Barnes, seconded by Legislator Burdick, and carried. **Prepare Resolution**

**Cattaraugus Rehabilitation Center Contract**

Ms. Ballengee requested a resolution to enter into contract with Cattaraugus Rehabilitation Center to provide related and/or evaluation services to children in Allegany County who are referred to the Pre-School Special Education Program. The Health Department bills insurances for these services and also recoup 59.5 percent of what insurance will not cover, if any, from the state. This request was approved on a motion made by Legislator Barnes, seconded by Chairman Crandall, and carried. **Prepare Resolution**

**Emergency Preparedness Specialist/Technician Position**

Ms. Ballengee requested permission to fill one full-time Emergency Preparedness Specialist/Technician (AFSCME, Grade 13, Step: Base – 7) due to a resignation. This position is responsible for performing mandated emergency preparedness activities, budgets, work plans, and reports. The hourly rate for this position is estimated between \$19.82 and \$24.11 and is funded 40 percent with County funds, and 60 percent with Federal funds. This request was approved on a motion made by Legislator Burdick, seconded by Chairman Crandall, and carried. **Refer to Ways & Means (Ms. Ballengee later requested that this position not be referred to Ways & Means until additional details were handled)**

**Adjournment**

There being no further business to come before the committee, the meeting was adjourned at 3:45 p.m. following a motion made by Legislator Burdick, seconded by Chairman Crandall, and carried.

Respectfully Submitted,

Meghan Washer  
Confidential Secretary to Clerk of the Board