

STEUBEN COUNTY HUMAN SERVICES, HEALTH & EDUCATION COMMITTEE

Wednesday, January 2, 2013

10:00 a.m.

*Legislative Committee Room
Steuben County Office Building
Bath, New York*

****MINUTES****

COMMITTEE: Carol A. Ferratella, Chair
Randolph J. Weaver

Hilda T. Lando

Robin K. Lattimer

STAFF: Jack Wheeler
Hank Chapman, Psy.D.
Lise Reynolds
Mike Keane

Diane Kiff
Kathy Muller
Jim Gleason

Chris Congdon
David McCarroll
Shawn Corey

LEGISLATORS: Joseph J. Hauryski

William A. Peoples

ABSENT: Gary B. Roush, Vice Chair

I. CALL TO ORDER

Mrs. Ferratella called the meeting to order and asked Mr. Weaver to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE DECEMBER 5, 2012, AND DECEMBER 17, 2012, MEETINGS MADE BY MS. LATTIMER. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. DEPARTMENTAL REQUESTS

A. Special Children's Services

1. **Contracts** – Ms. Kiff requested authorization to enter into a contract for Preschool services with Cynthia Vollmer, Occupational Therapist. The rate is \$65.00 per session.

MOTION: AUTHORIZING SPECIAL CHILDREN'S SERVICES TO CONTRACT WITH CYNTHIA VOLLMER, OCCUPATIONAL THERAPIST TO PROVIDE PRESCHOOL SERVICES AT A RATE OF \$65.00 PER SESSION MADE BY MS. LATTIMER. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

B. Public Health & Nursing Services

1. **Contracts** – Ms. Congdon requested authorization to enter into contracts with Quest Diagnostics for STD testing and Pulmonary Associates for TB visits and testing.

MOTION: AUTHORIZING PUBLIC HEALTH & NURSING SERVICES TO ENTER INTO CONTRACTS WITH QUEST DIAGNOSTICS FOR STD TESTING AT A RATE OF \$25.00 FOR CHLAMYDIA/N. GONORRHEA DNA-URINE; \$14.10 FOR TRICHOMONAS CULTURE; \$10.00 FOR GONORRHEA CULTURE AND PULMONARY ASSOCIATES FOR TB TESTING AND VISITS AT THE MEDICAID RATE MADE BY MR. WEAVER. SECONDED BY MS. LATTIMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

C. OFA/RSVP

1. **2013 Contracts** – Mr. Keane presented his 2013 contracts for approval. He stated that they did increase funding to Corning Meals on Wheels by \$1,000.00. Also, the contract with John McCarthy, Esq. for legal services has increased significantly due to the State determining that all legal services should be provided by either an attorney, paralegal or law student. The State increased their funding by \$8,941.00.

MOTION: APPROVING THE FOLLOWING 2013 CONTRACTS FOR THE OFFICE FOR THE AGING: ADULT DAY SERVICES OF ST. JAMES MERCY HOSPITAL – III-E RESPITE (\$2,000.00); CORNING MEALS ON WHEELS – HOME DELIVERED MEALS (\$5,800.00); FAITH IN ACTION – TRANSPORTATION (\$22,500.00); HOME & HEALTH CARE – III-E RESPITE (\$7,612.00); INSTITUTE FOR HUMAN SERVICES – MEDICARE/EPIC PROGRAM (\$58,622.00); INSTITUTE FOR HUMAN SERVICES – OMBUDSMAN (\$19,185.00); INSTITUTE FOR HUMAN SERVICES – PROJECT CARE (\$17,564.00); INSTITUTE FOR HUMAN SERVICES – TITLE V TRANSITION (\$91,365.00); INSTITUTE FOR HUMAN SERVICES – TRANSPORTATION MANAGEMENT (\$48,617.00); INSTITUTE FOR HUMAN SERVICES – WRAP (\$7,145.00); JANICE LEATHERSICH – DIETARY CONSULTANT (\$9,192.00); JOHN McCARTHY, ESQ. – LEGAL SERVICES (\$14,191.00); PROACTION – HEAP (\$4,685.00); PROACTION – SNAP – HOME DELIVERED MEALS (\$155,552.00); PROACTION – TITLE III-C 1 & 2 – CONGREGATE & HOME DELIVERED MEALS (\$374,601.00); PROACTION – WELLNESS (\$13,105.00); LIFELINE EMERGENCY RESPONSE SERVICES (\$15,500.00); STEUBEN SENIOR SERVICES FUND – EXECUTIVE DIRECTOR (\$52,000.00); AND WILMA STEWART – CONSULTING DIETICIAN (\$11,050.00) MADE BY MS. LATTIMER. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

D. Office of Community Services

1. **Contract** – Dr. Chapman requested authorization to contract with Dr. Anita Grover to provide medical services to the Alcohol & Substance Abuse Program. She would be working 12 hours per week at a rate of \$120.00 per hour, not to exceed \$77,000.00 for the year. Mr. Weaver asked does her hourly rate include her malpractice insurance? Dr. Chapman replied no, she has to carry her own insurance.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO CONTRACT WITH DR. ANITA GROVER TO PROVIDE MEDICAL SERVICES TO THE ALCOHOL & SUBSTANCE ABUSE PROGRAM AT A RATE OF \$120.00 PER HOUR, NOT TO EXCEED \$77,000.00 ANNUALLY MADE BY MR. WEAVER. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

E. Health Care Facility

1. **Occupancy Report** – Mr. McCarroll reported that the occupancy rate for the month of December was 90.69 percent. Overall occupancy for the year was 89.48 percent.

2. **Contracts** – Mr. McCarroll requested authorization to renew his contracts with Hydroworx for the maintenance/repairs of the therapy pool and with Bonadio & Co., LLP for auditing services. He also requested authorization to enter into a new contract with MDS Consultants to provide a temporary biller and training of a new biller to be hired.

Mr. Weaver asked how does the sale affect the contract with Hydroworx? Do we pay installments or a one-time fee? Mr. McCarroll replied we pay them one time in January. Mr. Wheeler explained we probably would not get reimbursed for the cost of that contract. We are expected to keep the facility as it was when they toured. He stated that he thinks with this contract we will be okay even though we are paying the entire fee. We still will own the facility for at least 9 months to 1 year. The other contracts have a 30 – 60 day out and we will need to make sure that we look at those.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO RENEW THEIR CONTRACTS WITH HYDROWORK FOR THERAPY POOL MAINTENANCE AND REPAIRS AND BONADIO & CO., LLP FOR AUDIT SERVICES; AND AUTHORIZING THE HEALTH CARE FACILITY TO ENTER INTO A NEW CONTRACT WITH MDS CONSULTANTS TO PROVIDE A TEMPORARY BILLER AND TRAINER OF BILLER TO BE HIRED AT A RATE OF \$125.00 PER HOUR PLUS TRAVEL/MILEAGE OF \$90.00 EACH VISIT MADE BY MRS. LANDO. SECONDED BY MS. LATTIMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

F. Department of Social Services

1. **Furnace Bid Award** – Mr. Gleason informed the committee that this is the bid for the emergency furnace replacement program through HEAP. He would recommend awarding the bid on a line item basis to the low bidder. Ms. Muller commented that last year they did 32 furnace replacements.

MOTION: AWARDING THE FURNACE BID AWARD TO VINE CITY SUPPLY AND BLEVINS, INC. ON A LINE ITEM BASIS MADE BY MR. WEAVER. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

IV. **OTHER BUSINESS**

A. **Changing the Date of the February Meeting** – Mrs. Ferratella stated that due to the NYSAC Conference being held the first week in February, we need to change the date of the meeting. It has been suggested that the meeting be held the following Wednesday, on February 13, 2013. The committee was in agreement with holding the February meeting on Wednesday, February 13, 2013 at 9:00 a.m.

MOTION: TO ADJOURN MADE BY MS. LATTIMER. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

NEXT MEETING SCHEDULED FOR

****PLEASE NOTE CHANGE** Wednesday, February 13, 2013 @ 10:00 a.m. **PLEASE NOTE CHANGE****

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON on Wednesday, January 30, 2013.**

STEBEN COUNTY HUMAN SERVICES, HEALTH & EDUCATION COMMITTEE

Wednesday, February 13, 2013

10:20 a.m.

*Legislative Committee Room
Steuben County Office Building
Bath, New York*

****MINUTES****

COMMITTEE: Gary B. Roush, Vice Chair Robin K. Lattimer Randolph J. Weaver

STAFF: Jack Wheeler David McCarroll Bill Caudill
Kathryn Muller Hank Chapman, Psy.D. Lise Reynolds
Nancy Smith Shawn Corey

LEGISLATORS: Joseph J. Hauryski

ABSENT: Carol A. Ferratella Hilda T. Lando

I. CALL TO ORDER

Mr. Roush called the meeting to order at 10:20 a.m. and asked Mr. Weaver to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE JANUARY 2, 2013, MEETING MADE BY MR. WEAVER. SECONDED BY MS. LATTIMER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

III. DEPARTMENTAL REQUESTS

A. Public Health Nursing Services

1. **Contracts** – Mr. Wheeler requested authorization for Public Health Nursing Services to enter into a contract with Manpower for clerical staff during their transition to VNA. The rate is \$15.00 per hour plus administrative fees.

MOTION: AUTHORIZING PUBLIC HEALTH NURSING SERVICES TO ENTER INTO A CONTRACT FOR TEMPORARY CLERICAL STAFF AT A RATE OF \$15.00 PER HOUR PLUS ADMINISTRATIVE FEES MADE BY MS. LATTIMER. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

B. Office of Community Services

1. **OMH Funding for Ten Supportive Housing Beds** – Dr. Chapman requested authorization to accept \$84,260.00 in additional funding from the State Office of Mental Hygiene for ten additional supportive housing beds. There is no local match. We currently contract with Arbor Development for this service and this funding will be passed on to them.

MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE OF COMMUNITY SERVICES TO ACCEPT \$84,260.00 IN ADDITIONAL OMH FUNDING FOR TEN ADDITIONAL SUPPORTIVE HOUSING BEDS AND TO AMEND THEIR CONTRACT WITH ARBOR DEVELOPMENT TO REFLECT THE INCREASE IN FUNDING MADE BY MR. WEAVER. SECONDED BY MS. LATTIMER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

2. **Position Transfer** – Ms. Smith informed the committee that Public Health Nursing Services has a Computer Operator, Grade VI position. This individual possesses the skill set that the Office of Community Services needs for billing purposes. She requested authorization to transfer the position from Public Health

Nursing Services to the Office of Community Services. Dr. Chapman clarified this individual will be able to help us with prior authorizations. This position is already in the budget and we will no longer fill the vacant Grade VI Account Clerk position.

MOTION: AUTHORIZING THE TRANSFER OF A GRADE VI COMPUTER OPERATOR FROM PUBLIC HEALTH NURSING SERVICES TO THE OFFICE OF COMMUNITY SERVICES MADE BY MS. LATTIMER. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 3-0. Resolution Required.

C. Health Care Facility

1. **Budget Transfer** – Mr. McCarroll requested authorization to transfer and appropriate a total of \$3,565,722.50 from various payroll budgets within the Health Care Facility budget to appropriate line items.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO TRANSFER AND APPROPRIATE A TOTAL OF \$3,565,722.50 FROM VARIOUS PAYROLL BUDGETS WITH THEIR BUDGET TO THE APPROPRIATE LINE ITEMS MADE BY MR. WEAVER. SECONDED BY MS. LATTIMER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

2. **Contracts** – Mr. McCarroll presented contracts for the committee's approval. He noted that all contracts have a 30-day cancellation clause.

MOTION: APPROVING THE FOLLOWING CONTRACT RENEWALS FOR THE HEALTH CARE FACILITY: TRANE (HVAC MAINTENANCE & REPAIR), MDS CONSULTANTS (MEDICARE AND MEDICAID CONSULTANT SERVICES), IRA DAVENPORT MEMORIAL HOSPITAL (LABORATORY SERVICES), DR. CRANMER (MEDICAL SERVICES), DR. COHEN (PODIATRY SERVICES), STERICYCLE (INFECTIOUS WASTE COLLECTION/DISPOSAL AND RECYCLING SERVICES), AND SENIOR CONNECTIONS (PSYCHOLOGICAL SERVICES) MADE BY MS. LATTIMER. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

D. Department of Social Services

1. **Detention Roof** – Ms. Muller informed the committee that the Detention Center roof is in need of repair/replacement. She requested authorization to work with Purchasing to do an RFP for a full replacement. She stated that they have encumbered \$26,000 from last year to cover the cost.

MOTION: AUTHORIZING THE COMMISSIONER OF SOCIAL SERVICES TO WORK WITH THE PURCHASING DIRECTOR TO ISSUE AN RFP FOR THE REPLACEMENT OF THE DETENTION CENTER ROOF MADE BY MS. LATTIMER. SECONDED BY MR. WEAVER FOR DISCUSSION.

Mr. Weaver asked Buildings & Grounds takes care of some buildings, but not others? Mr. Wheeler replied the Jail and the HCF are kept separate. With the Detention Center, you can get reimbursed by the State and that is why we ran it through Social Services instead of Buildings & Grounds.

VOTE ON PREVIOUS MOTION: ALL BEING IN FAVOR. MOTION CARRIES 3-0.

2. **Transportation Scheduling Software** – Ms. Muller informed the committee that the Institute for Human Services has a Mobility Manager that coordinates transportation services for the County. They keep track of the bus routes and coordinate trips for the Office for the Aging and manage volunteer drivers. They also do our scheduling for our Adult and Child Protective Services programs. The Institute for Human Services approached Mr. Wheeler and Mrs. Dlugos about some transportation scheduling software that they are interested in purchasing. The software would allow them to better coordinate services. There is Federal funding available, however, they need a local match of \$13,880 and approached the County. We have the money encumbered and this would be for the initial local match. The Institute for Human Services has money available to cover future maintenance. The total cost of the software is \$69,408.00.

Mr. Roush asked what is the benefit to us? Ms. Muller replied this software will allow them to do the scheduling not only for public transportation, but also for the Office for the Aging and our department. Mr. Wheeler replied the benefit is that it will be much more efficient. The State and Federal government are pushing them to do this. How they do that does benefit us. There will be timely information for our investment of \$13,000 and that is beneficial. It would behoove us to support them. Mr. Roush asked is this a mandate? Mr. Wheeler replied in some ways you could characterize it as that. They will need to be more detailed in their reports. If we can help them get this, it helps both of us.

MOTION: AUTHORIZING THE COMMISSIONER OF SOCIAL SERVICES TO APPROPRIATE \$13,880.00 TO THE INSTITUTE FOR HUMAN SERVICES AS A LOCAL MATCH TOWARD THEIR PURCHASE OF TRANSPORTATION SCHEDULING SOFTWARE MADE BY MS. LATTIMER. SECONDED BY MR. WEAVER FOR DISCUSSION.

Mr. Roush stated that personally he does not like this. Ms. Muller stated that she believes this will create efficiencies, especially since the State is taking over Medicaid transportation.

VOTE ON PREVIOUS MOTION: ALL BEING IN FAVOR. MOTION CARRIES 3-0.

3. **Fraud Update** – Ms. Muller stated that previously the committee had authorized the department to contract with the Bath Police Department to perform checks on local hotels. We started the contract in November. So far we have sent the Bath Police Department out nine times. They visited a total of 38 people and we have realized a cost avoidance of \$26,400. Some of the clients have been disqualified from benefits for six months and from emergency housing benefits for 30 days. We do our own internal disqualification. If the police discover other illegal activities, than that is pursued through law enforcement.

4. **Bonadio Year-End** – Ms. Muller informed the committee that they have a contract with Bonadio to do our Medicaid checks on individuals who are self-employed and apply for Medicaid. Bonadio will go through their income tax returns to see if they are eligible. We started this in 2009. She distributed a chart showing the cost avoidance realized since 2009.

E. Administrator

1. **Cell Phone Request** – Mr. Wheeler presented a cell phone request for the Department of Social Services for a cell phone for Ira Hale, the new Mobile Work Crew Supervisor. It is essential that he has a phone as he is required to call into the Employment Unit daily to report who is on the van. Additionally, due to the nature of his workload, he will need the phone in case of emergency and to maintain contact with DSS and Public Works.

MOTION: APPROVING THE CELL PHONE REQUEST FOR THE DEPARTMENT OF SOCIAL SERVICES FOR IRA HALE, MOBILE WORK CREW SUPERVISOR MADE BY MS. LATTIMER. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Mr. Hauryski asked with regard to the four mobile work crews and sex offenders, has it resolved where those individuals will work? Ms. Muller replied they have created one crew who will manage all of the sex offenders. Those individuals will not be allowed to work in areas near children, schools, etc.

2. **RFP Waiver** – Mr. Wheeler informed the committee that they are in the process of going through the sale of the Health Care Facility. There are incidental services that we are in need of, such as surveying to subdivide the land and an abstract. Rather than coming to committee every month, he requested authorization to waive the RFP process for the small incidentals up to \$5,000.

MOTION: WAIVING THE RFP PROCESS FOR INCIDENTALS UP TO \$5,000.00 FOR ONE-TIME SERVICES RELATIVE TO THE SALE OF THE HEALTH CARE FACILITY MADE BY MS. LATTIMER. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION: TO ADJOURN MADE BY MS. LATTIMER. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

NEXT MEETING SCHEDULED FOR

****PLEASE NOTE CHANGE**** Wednesday, March 6, 2013 @ 9:00 a.m. ****PLEASE NOTE CHANGE****

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON on Wednesday, February 27, 2013.**

STEBEN COUNTY HUMAN SERVICES, HEALTH & EDUCATION COMMITTEE MEETING

Wednesday, March 6, 2013

9:00 a.m.

**Legislative Committee Conference Room
Steuben County Office Building
Bath, New York**

MINUTES

<u>Committee:</u>	Carol Ferratella, Chair	Gary B. Roush, Vice Chair	Robin Lattimer	
<u>Legislators:</u>	Joseph J. Hauryski Aaron Mullen	Thomas J. Ryan Dan C. Farrand	William Peoples	
<u>Staff:</u>	Mark R. Alger Alan Reed Karen Monroe	Jack Wheeler Shawn Corey Nancy Smith	Kathryn Muller Diane Kiff Teresa Deninger	Lise Reynolds Dave McCarroll Mike Keane
<u>Absent:</u>	Randy Weaver	Hilda Lando		

I. CALL TO ORDER

Mrs. Ferratella called the meeting to order at 9:00 a.m. and asked Mr. Roush to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION APPROVING THE MINUTES OF THE FEBRUARY 13, 2013, MEETING MADE BY MR. ROUSH. SECONDED BY MS. LATTIMER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

III. DEPARTMENTAL REPORTS/REQUESTS

A. Department of Social Services

1. **Contract** – Ms. Muller stated she is requesting a change in regards to the contract between the Department of Social Services and the Law Department for legal services. She is proposing they no longer contract with the Law Department, which would result in a transfer of positions and funding back under the umbrella of the Department of Social Services.

Mr. Roush asked what would be the time frame for this change? Ms. Muller stated if approved by this committee, it would need to go through the Administration and Finance Committees and then the full Legislature this month. They would work on it from there. She noted there currently is no contract in effect at this time. In addition, this change would allow them to draw down an additional \$20,000 in State funding.

Ms. Lattimer asked what is the value of the current contract? Ms. Muller stated approximately \$1 million. Ms. Lattimer asked what positions are involved? Ms. Muller stated there is the Deputy County Attorney, which would be the Counsel to the Commissioner position, 1 Senior and 4 Assistant County Attorneys, and the associated support staff who provide the necessary clerical and paralegal support for the attorneys.

Mr. Roush asked Mr. Alger what is your opinion on this change? Mr. Alger stated this contract began back in the 1980's when Jim Murray was Commissioner. He noted that there were times when he, himself, was Commissioner that he wanted to end the contract as sometimes the view of the County Attorney doesn't coincide with the view of the Commissioner and the direction of the department. My view is that the attorneys should be acting in the same fashion as they do in the private sector. That being that the Commissioner is the client and should be treated as such. I think that is the crux of the issue between the current Commissioner and County Attorney. Probably half of the counties in the State do not have contracts like this. The Commissioner has statutory authority to employ attorneys in the department and I think that the attorney-client relationship has to thrive for things to work. He stated that Mr. Reed has issues with this change and that of "attorneys not reporting

to attorneys”. However, the Commissioner wouldn’t be supervising the attorneys’ activities; the Counsel to the Commissioner would be handling that supervision.

Mr. Roush asked is there any way they could share attorneys? Mr. Alger stated there are issues to work out, certainly. For one, the County Attorney handles JD/PINS cases for the Probation Department.

Mrs. Ferratella asked how long would the transition take? Mr. Alger stated we will look at other counties to see how everything works and go from there.

Ms. Lattimer asked what attorneys would you use? Ms. Muller stated she would like to utilize the existing attorneys.

Mr. Roush asked Mr. Reed his opinion. Mr. Reed stated he opposes the change. It is authorized, in part, for the Commissioner to hire attorneys for carrying out the provisions of Social Services Law. The problem comes when you deal with Article 10 of the Family Court Act where they don’t have authorization to have an attorney to represent the Commissioner. Social services attorneys are not authorized to represent the Commissioner to handle the Family Court Matters under Article 10. He believes the Law Department is providing excellent representation at this time. There can be tension; but action to be taken is authorized by the client. Where there are threshold issues in regard to legality, he thinks they provide that service in an excellent fashion.

Mr. Reed stated the construct of the current pattern has been developed over 30 years. Many of the positions are not transfers from the DSS originally. Currently, the Deputy County Attorney was a transferred position and one of the Support Collection Unit attorneys was a transfer. The remaining attorney positions were not transfers. Mr. Alger pointed out that the remaining attorney positions were created at the request of the Commissioner of Social Services and are paid for by DSS. Historically, we did not have this relationship with the County Attorney’s office.

Mr. Reed stated he provided the Committee with a memo relating to the legal limitations on this proposed change. He noted that Article 10, nor any other law, provides authorization for any attorney but the County Attorney to represent the petitioner. As a result, the Commissioner’s application is not legally authorized. Counsel to the Commissioner may perform duties to carry out Social Services Law, but beyond that, all other portions of the Commissioner’s request are unlawful and may not be put into place as a matter of law. He stated before the committee acts precipitously, it should consider the full impact of what has happened.

Ms. Muller stated Family Court Law allows the Department of Social Services to file petitions. She further noted that $\frac{3}{4}$ of the counties across the State have their attorneys representing them in Family Court.

Mrs. Ferratella stated you mentioned that you currently do not have a contract. Why is that? Ms. Muller stated their contract has to be approved by the State.

Mrs. Ferratella stated what has changed; why are we having this problem now? Ms. Muller stated there has been a separation between the attorneys and my staff over the past two years. They used to work collaboratively; the attorneys would work with the staff on establishing and developing cases. We’re finding more and more that the attorneys are interested in settling cases instead of developing cases. There is a lack of trust; it has become more of a “we against you” atmosphere, rather than a team. We need to have trust, commitment, and confidence that we are being supported by our legal services.

Mrs. Ferratella stated if other counties are doing this, why are you, Mr. Reed, saying it is illegal for us to do it? Mr. Reed stated the counties are moving away from having DSS attorneys and going with a uniform legal representation. He further stated that his attorneys work well with the rank and file DSS workers that are in court doing the work. He was unaware from any communications that my attorneys were taking strategies that were not wanted. He believes we have put a professional standard to our work and thinks the attorneys are conducting themselves at the highest level in conjunction with the staff.

Ms. Lattimer asked Ms. Muller have you communicated with Mr. Reed about the issues? Ms. Muller stated she has communicated with Deputy County Attorney Drake, however her supervision has been limited resulting from Mr. Reed taking on these duties.

Ms. Lattimer asked have you expressed discontent with Mr. Reed on these issues? Ms. Muller stated yes, on several issues that we do not agree on; we have also met with Mr. Alger regarding these issues. Ms. Lattimer asked has it led to any resolution? Ms. Muller stated very limited. Discussion followed.

MOTION TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS' LAW, ARTICLE 7§ 105.1.F. THE MEDICAL, FINANCIAL, CREDIT OR EMPLOYMENT HISTORY OF A PARTICULAR PERSON OR CORPORATION, OR MATTERS LEADING TO THE APPOINTMENT, EMPLOYMENT, PROMOTION, DEMOTION, DISCIPLINE, SUSPENSION, DISMISSAL OR REMOVAL OF A PARTICULAR PERSON OR CORPORATION MADE BY MR. ROUSH.

MOTION FAILS DUE TO A LACK OF A SECOND.

Mrs. Ferratella recommended they hold this issue over until the end of the meeting.

B. Office for the Aging

1. **Budget Adjustments** – Mr. Keane stated our EISEP program year ends March 31st and we are underspent due to a lack of home health aides. We are working on some long term solutions and may be looking at a consumer-directed option. Our biggest need last year was transportation. Therefore, he would like to use some of the underspent funds to increase the transportation contracts with Faith in Action and the Institute for Human Services by \$10,000 each. Discussion followed.

MOTION: AUTHORIZING THE TRANSFER OF \$20,000 FROM THE EISEP PROGRAM TO TRANSPORTATION AND INCREASING THE CONTRACTS WITH FAITH IN ACTION AND THE INSTITUTE FOR HUMAN SERVICES BY \$10,000 EACH MADE BY MR. ROUSH. SECONDED BY MS. LATTIMER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

C. Special Children's Services

1. **Contract** – Ms. Kiff requested approval of an agreement with the NYS Department of Health for the Early Intervention Program. She stated this is for our participation in the Early Intervention program with New York State. Mr. Roush asked how much is the agreement for? Ms. Kiff stated we don't know at this point. This is a new process that the State is developing as they are taking over some of the fiscal responsibilities of the program. The State will be determining how much money the County will have to put money into an escrow account for the State to use to pay the providers. Until now, we have always paid the providers directly, but now the State will be cutting the check using the County's money. Discussion followed.

MOTION: APPROVING THE AGREEMENT BETWEEN THE STEUBEN COUNTY DEPARTMENT OF SPECIAL CHILDREN'S SERVICES AND THE NYS DEPARTMENT OF HEALTH FOR THE EARLY INTERVENTION PROGRAM MADE BY MS. LATTIMER. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

D. Health Care Facility

1. **Contracts** – Mr. McCarroll requested approval to contract with Omnicare of WNY for pharmaceutical services; SDS for waste collection services; and West Fire Systems for fire and life safety systems testing and maintenance. He noted that given the sale of the facility, these contracts have 90 day, 30 day and 30 day termination clauses, respectively.

MOTION: APPROVING THE CONTRACTS BETWEEN THE HEALTH CARE FACILITY AND OMNICARE OF WNY FOR PHARMACEUTICAL SERVICES; SDS FOR WASTE COLLECTION SERVICES; AND WEST FIRE SYSTEMS FOR FIRE AND LIFE SAFETY SYSTEMS TESTING AND MAINTENANCE MADE BY MR. ROUSH. SECONDED BY MS. LATTIMER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

E. Office of Community Services

1. **Hornell Lease** – Mr. Wheeler stated they would like to postpone this for a month. We mentioned the 180 day out and they would to meet with us about that; we are meeting with them next week and will bring it to you next month.

2. **Budget Adjustment** – Ms. Monroe stated the NYS Office of Mental Health has changed the funding for the Adults in ICM and SCM cost centers to new Health Home Funding codes. This was done to track high Medicaid dollar clients so they can review their care and coordinate it in order to reduce cost. Therefore, we need to make adjustments to our budget to cover the personnel costs associated with this change. Discussion followed.

MOTION: AUTHORIZING THE NECESSARY BUDGET TRANSFERS PRECIPITATED BY THE NYS OFFICE OF MENTAL HEALTH'S RECLASSIFICATION OF ADULT CLIENT WRAP FUNDS, ADULT CASE MANAGERS AND ASSOCIATED ADULT CASE MANAGERS REVENUE TO NEW HEALTH HOME FUNDING CODES IN THE OFFICE OF COMMUNITY SERVICES MADE BY MS. LATTIMER. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS' LAW, ARTICLE 7§ 105.1.F. THE MEDICAL, FINANCIAL, CREDIT OR EMPLOYMENT HISTORY OF A PARTICULAR PERSON OR CORPORATION, OR MATTERS LEADING TO THE APPOINTMENT, EMPLOYMENT, PROMOTION, DEMOTION, DISCIPLINE, SUSPENSION, DISMISSAL OR REMOVAL OF A PARTICULAR PERSON OR CORPORATION MADE BY MS. LATTIMER. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION: PROVIDING THE COMMISSIONER OF SOCIAL SERVICES WITH THE SUPERVISORY CONTROL OF ATTORNEYS IN THE DEPARTMENT OF SOCIAL SERVICES AND APPROVING THE NECESSARY POSITION AND FUNDING TRANSFERS REQUIRED TO COMPLETE THE TRANSITION MADE BY MR. ROUSH. SECONDED BY MS. LATTIMER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.
Resolution Required.

MOTION TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. ROUSH. SECONDED BY MS. LATTIMER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

MOTION TO ADJOURN MADE BY MR. ROUSH. SECONDED BY MS. LATTIMER. ALL BEING IN FAVOR. MOTION CARRIES 3-0.

Respectfully submitted by,



Brenda K. Mori
Clerk of the Legislature

**NEXT MEETING SCHEDULED FOR
Wednesday, April 3, 2013 @ 9:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON on Wednesday, March 27, 2013.**

STEBEN COUNTY HUMAN SERVICES, HEALTH & EDUCATION COMMITTEE

Wednesday, April 3, 2013

9:00 a.m.

*Legislative Committee Room
Steuben County Office Building
Bath, New York*

****MINUTES****

COMMITTEE:	Carol A. Ferratella, Chair Robin K. Lattimer	Gary B. Roush, Vice Chair Randolph J. Weaver	Hilda T. Lando
STAFF:	Mark R. Alger Mike Keane	Hank Chapman, Psy.D. David McCarroll	Kathy Muller Alan Reed
LEGISLATORS:	Joseph J. Hauryski William A. Peoples	Dan C. Farrand	K. Michael Hanna

I. CALL TO ORDER

Mrs. Ferratella called the meeting to order at 9:00 a.m. and asked Ms. Lattimer to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE MARCH 6, 2013, MEETING MADE BY MS. LATTIMER. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. DEPARTMENTAL REQUESTS

A. Office for the Aging

1. **Contracts** – Mr. Keane presented his April 2013 contracts for approval. The contracts remain unchanged with the exception that they removed \$30,000 from their Home and Health Care EISEP contract and are creating a new contract for a consumer directed option. We would continue to do the initial assessments, but then the client can choose a relative, neighbor or friend to provide the in-home care. We would contract with an outside agency, which is yet to be determined. That agency would then employ and pay the caregiver. Our office would continue to monitor the case to ensure that the client's needs are being met. We plan to have this up and running this summer.

MOTION: APPROVING THE FOLLOWING 2013 CONTRACTS FOR THE OFFICE FOR THE AGING: HOME & HEALTH CARE – EISEP - \$186,910.00; CONSUMER DIRECTED (AGENCY TO BE DETERMINED) - \$30,000.00; INSTITUTE FOR HUMAN SERVICES – CAREGIVER - \$21,925.00 AND PROACTION – EISEP ASSISTANT - \$46,633.00 MADE BY MR. ROUSH. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

B. Office of Community Services

1. **Hornell Office Lease** – Dr. Chapman requested authorization to extend their lease with Yunis Realty for the Hornell Office for an additional 11 months. The rental amount will remain at \$3,000.00 per month, for an annual cost of \$36,000.00. Of that, \$5,500.00 will be set aside by Yunis for any renovation/maintenance costs of the building. By extending this lease, the date of the lease will then coincide with the Corning Office. We also continue to work with Yunis to consolidate all of the leases for the Bath Office.

Mr. Roush stated after reading the description of the maintenance amount, it sounded like we were responsible for all or part of the lease. Dr. Chapman explained it depends on what needs to be done to the building. Some things

would be our responsibility, but other things such as maintenance of the heating and air conditioning, would be the responsibility of Yunis.

Mr. Weaver asked what is the square footage of the Hornell Office? Dr. Chapman replied it is 5,700 square feet. We are charged \$6.33 per square foot. We do have money in our budget for this year.

MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE OF COMMUNITY SERVICES TO EXTEND THE LEASE FOR THE HORNELL OFFICE WITH YUNIS REALTY FOR AN ADDITIONAL 11 MONTHS AT A RATE OF \$3,000.00 PER MONTH MADE BY MR. ROUSH. SECONDED BY MRS. LANDO FOR DISCUSSION.

Mr. Hauryski asked does the new lease include a termination clause? Dr. Chapman replied no, however, it is consistent with the previous agreement which included a 90-day out. Yunis is willing to work with us in the event that we were to contract out services to another agency. Mr. Alger explained we had talked about the fact that if we were to transition to another agency, it would take us the rest of the year to do that by the time you get a Certificate of Need for another agency to take over providing services. We negotiated so that we have 9 months remaining on the lease. At this point we are more concerned with the Bath Office as they have a number of separate leases. We want to consolidate those leases into one lease with one rate. Mr. Alger stated we are looking at trying to get to the Bath leases to be consolidated into a calendar year lease.

VOTE ON PREVIOUS MOTION: ALL BEING IN FAVOR. MOTION CARRIES 5-0.

C. Department of Social Services

1. **Foster Parent Banquet/Adoption Day/Quarterly Division Meeting** – Ms. Muller stated that they will be holding the Foster Parent Banquet on May 21, 2013. She requested authorization to spend up to \$2,500.00 on that event. Adoption Day will be held on a date to be determined in November. She requested authorization to spend up to \$500.00 on that event. She stated that they also hold quarterly Services Division meetings and she requested authorization to spend up to \$200.00 for those.

MOTION: AUTHORIZING THE COMMISSIONER OF SOCIAL SERVICES TO SPEND UP TO \$2,500.00 ON THE FOSTER PARENT BANQUET, \$500.00 ON ADOPTION DAY AND \$200.00 FOR QUARTERLY SERVICES DIVISION MEETINGS MADE BY MS. LATTIMER. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

D. Health Care Facility

1. **Occupancy Report** – Mr. McCarroll reported that occupancy for the month of March was at 92.26 percent. Year-to-date occupancy is at 90.87 percent.

2. **Contracts** – Mr. McCarroll requested authorization to enter into a new contract with Medical Staffing Network for supplemental staffing of CNA's. He also requested authorization to renew contracts with Healthcare Academy, MEDLINE Industries and Pest Solutions.

MOTION: APPROVING THE FOLLOWING CONTRACTS FOR THE HEALTH CARE FACILITY: MEDICAL STAFFING NETWORK – SUPPLEMENTAL STAFFING SERVICES - \$23.00 - \$25.00 PER HOUR; HEALTHCARE ACADEMY – ONLINE EDUCATIONAL SERVICES - \$2,000.00 ANNUALLY; MEDLINE INDUSTRIES, INC. – MEDICARE PART B SERVICES – 3RD PARTY INSURANCE PAYS COSTS; AND PEST SOLUTIONS – EXTERMINATING SERVICES - \$2,250.00 ANNUALLY MADE BY MR. ROUSH. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: TO ADJOURN MADE BY MS. LATTIMER. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Wednesday, May 1, 2013 @ 9:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON on Wednesday, April 24, 2013.**

**STEUBEN COUNTY HUMAN SERVICES, HEALTH & EDUCATION COMMITTEE
STEUBEN COUNTY ADMINISTRATION COMMITTEE
STEUBEN COUNTY FINANCE COMMITTEE**

Joint Meeting

Monday, April 22, 2013

9:15 a.m.

*Legislative Committee Room
Steuben County Office Building
Bath, New York*

****MINUTES****

COMMITTEE:	Carol A. Ferratella, Chair Randolph J. Weaver	Hilda T. Lando	Robin K. Lattimer
	Patrick F. McAllister, Chair Brian C. Schu	Lawrence P. Crossett, Vice Chair Scott J. Van Etten	Carol A. Ferratella
	Lawrence P. Crossett, Chair Scott J. Van Etten	Gary D. Swackhamer, Vice Chair	K. Michael Hanna
STAFF:	Mark R. Alger Nancy Smith Shawn Corey	Jack Wheeler David McCarroll Alan Reed	Kathryn Muller Pat Donnelly
LEGISLATORS:	Joseph J. Hauryski George J. Welch	Dan C. Farrand	William A. Peoples
ABSENT:	Gary B. Roush		

I. CALL TO ORDER

Mr. McAllister called the meeting to order at 9:15 a.m.

II. GENERAL BUSINESS

A. *Personnel Issue* – Mr. Alger informed the committee that Public Health Nursing is eliminating a Receptionist position. We would like to transfer this position to the Department of Social Services; they do not have any vacant Receptionist positions, however, they do have a vacant Records Clerk grade 5 position. He requested authorization to transfer the Grade V Receptionist from Public Health to the Department of Social Services and reclassify the Records Clerk position in Department of Social Services to a Grade V Receptionist position.

MOTION: AUTHORIZING THE TRANSFER OF A GRADE V RECEPTIONIST FROM PUBLIC HEALTH AND RECLASSIFICATION OF A GRADE V RECORDS CLERK TO A GRADE V RECEPTIONIST IN THE DEPARTMENT OF SOCIAL SERVICES MADE BY MR. VAN ETTEN. SECONDED BY MR. WEAVER. MOTION CARRIES 4-0 HUMAN SERVICES, HEALTH & EDUCATION COMMITTEE, 5-0 ADMINISTRATION COMMITTEE, AND 4-0 FINANCE COMMITTEE.

B. *Relative to the Health Care Facility*

MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS' LAW, ARTICLE 7§ 105.1.F. THE MEDICAL, FINANCIAL, CREDIT OR EMPLOYMENT HISTORY OF A PARTICULAR PERSON OR CORPORATION, OR MATTERS LEADING TO THE APPOINTMENT, EMPLOYMENT, PROMOTION, DEMOTION, DISCIPLINE, SUSPENSION,

DISMISSAL OR REMOVAL OF A PARTICULAR PERSON OR CORPORATION MADE BY MR. VAN ETTEN. SECONDED BY MRS. LANDO. MOTION CARRIES 4-0 HUMAN SERVICES, HEALTH & EDUCATION COMMITTEE, 5-0 ADMINISTRATION COMMITTEE AND 4-0 FINANCE COMMITTEE.

MOTION: AMENDING RESOLUTION NO. 213-12 RELATIVE TO THE STEUBEN COUNTY HEALTH CARE FACILITY AUTHORIZING THE CENTERS FOR SPECIALTY CARE GROUP, LLC AND ANY AFFILIATES OR WHOLLY-OWNED SUBSIDIARIES TO ENTER INTO ANY AND ALL NECESSARY AGREEMENTS FOR THE SALE OF THE HEALTH CARE FACILITY MADE BY MR. SWACKHAMER. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0 HUMAN SERVICES, HEALTH & EDUCATION COMMITTEE, 5-0 ADMINISTRATION COMMITTEE AND 4-0 FINANCE COMMITTEE.

MOTION: TO ADJOURN EXECUTIVE SESSION MADE BY MRS. FERRATELLA. SECONDED BY MR. HANNA. ALL BEING IN FAVOR. MOTION CARRIES 4-0 HUMAN SERVICES, HEALTH & EDUCATION COMMITTEE, 5-0 ADMINISTRATION COMMITTEE AND 4-0 FINANCE COMMITTEE.

MOTION: TO ADJOURN MADE BY MR. SCHU. SECONDED BY MR. VAN ETTEN. ALL BEING IN FAVOR. MOTION CARRIES 4-0 HUMAN SERVICES, HEALTH & EDUCATION COMMITTEE, 5-0 ADMINISTRATION COMMITTEE AND 4-0 FINANCE COMMITTEE.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

STEBEN COUNTY HUMAN SERVICES, HEALTH & EDUCATION COMMITTEE

Wednesday, May 1, 2013

9:00 a.m.

*Legislative Committee Room
Steuben County Office Building
Bath, New York*

****MINUTES****

COMMITTEE:	Carol A. Ferratella, Chair Robin K. Lattimer	Gary B. Roush, Vice Chair Randolph J. Weaver	Hilda T. Lando
STAFF:	Mark R. Alger Hank Chapman, Psy.D. Lise Reynolds Jim Gleason	Jack Wheeler David McCarroll Diane Kiff Tammy Hurd-Harvey	Marilyn Peoples Kathy Muller Shawn Corey Nancy Smith
LEGISLATORS:	Dan C. Farrand Thomas J. Ryan	K. Michael Hanna	William A. Peoples

I. CALL TO ORDER

Mrs. Ferratella called the meeting to order at 9:00 a.m. and asked Mr. Roush to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE APRIL 3, 2013, AND APRIL 22, 2013, MEETINGS MADE BY MR. WEAVER. SECONDED BY MS. LATTIMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. DEPARTMENTAL REQUESTS

A. Special Children's Services

1. **2013 Preschool Contract Renewals** – Ms. Kiff requested authorization to renew the annual contracts for Preschool Education Service Providers.

MOTION: RENEWING THE ANNUAL CONTRACTS FOR PRESCHOOL EDUCATION SERVICE PROVIDERS AS PRESENTED MADE BY MR. ROUSH. SECONDED BY MS. LATTIMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

B. Public Health Nursing Services

1. **Contracts** – Mrs. Peoples requested authorization to enter into new agreements with Excellus & Monroe Plan and Fidelis for clinical and licensed home care services. We had agreements with both insurance companies when we were still a CHAA. Now that we are a licensed agency, the insurance companies indicated that they would need a new contract. The reimbursement rate from Fidelis is \$130.00 per nursing visit and \$90.00 per nursing visit from Excellus & Monroe Plan. Additionally, we also receive 36 percent State aid. There is essentially no change from our previous contracts.

MOTION: AUTHORIZING PUBLIC HEALTH AND NURSING SERVICES TO ENTER INTO NEW CONTRACTS WITH EXCELLUS & MONROE PLAN AND FIDELIS FOR CLINICAL AND LICENSED HOME CARE SERVICES MADE BY MS. LATTIMER. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Mrs. Peoples requested authorization to enter into a Letter of Agreement with Berea College for a Public Health Intern from May 2013 – July 2013. There is no fee associated with this. This will be a 400-hour internship and the intern will be working with our Public Health Educator.

MOTION: AUTHORIZING PUBLIC HEALTH AND NURSING SERVICES TO ENTER INTO A LETTER OF AGREEMENT WITH BEREA COLLEGE FOR A 400-HOUR PUBLIC HEALTH INTERNSHIP FROM MAY 2013 THROUGH JULY 2013 MADE BY MR. ROUSH. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

C. Health Care Facility

1. **Occupancy Report** – Mr. McCarroll informed the committee that occupancy for the month of April was at 91.81 percent with total year-to-date occupancy at 91.10 percent.

2. **Contracts** – Mr. McCarroll requested authorization to renew contracts with Leigh Peacock for barber services and with AirGas East for oxygen services, at the same rate as last year.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY RENEW CONTRACTS WITH LEIGH PEACOCK FOR BARBER SERVICES, FEES TO BE PAID BY RESIDENTS, AND AIRGAS EAST FOR OXYGEN SERVICES AT THE SAME TERMS AND CONDITIONS AS LAST YEAR MADE BY MS. LATTIMER. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

D. Department of Social Services

1. **Bid Award – Detention Center Roof Replacement** – Mr. Gleason informed the committee that they received three bids from Remchuck - \$35,966.20, General Roofing - \$28,400.00 and Hale Contractors - \$29,313.00. This is for the complete tear-off of the roof. We also asked for a price per square foot if decking needs to be replaced. He recommended awarding the bid to General Roofing out of Wellsville for a \$28,400.00.

MOTION: AWARDING THE BID FOR THE DETENTION CENTER ROOF REPLACEMENT TO THE LOW BIDDER, GENERAL ROOFING OUT OF WELLSVILLE, FOR \$28,400.00 MADE BY MR. ROUSH. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Fraud** - Ms. Lattimer asked how are the checks at the hotels going? Ms. Muller replied they are going well. To-date the Bath Police Department has conducted 51 visits at a cost of \$1,300 to the department. We have realized a cost avoidance of approximately \$40,000. Ms. Lattimer asked does the cost avoidance represent actual money saved, or is word getting around? Ms. Muller replied this represents actual hits on individuals that were checked on. Our year-end cost avoidance is \$1.8 million for 2012.

Mr. Roush asked is there anything unusual that is creating more business for the department? Ms. Muller replied we are seeing more people moving into both New York State and Steuben County. She commented that she is surprised they have not seen more individuals from Pennsylvania as they have eliminated their Safety Net Program.

E. Office of Community Services

1. **Budget Transfer** – Dr. Chapman requested authorization to transfer \$4,000 from the CDT Contracted Labor line item to the Administrative Equipment line item to purchase a backup server. He explained they have already purchased a new server with State funding. It was determined that we would need backup if the network goes down. He would recommend purchasing a backup server.

Mr. Roush commented there are pretty robust services on the Cloud. Would that be more cost effective? Dr. Chapman replied that he is not familiar with the Cloud. It is of dire importance that we have the information on the network system to keep the information secure as it is patient/client medical information. Mr. Roush stated the Cloud systems are very robust and very secure. Mr. Alger stated we can check into that. We have not been using that as a storage mechanism. The other thing, another server would allow them to have backup and

continue operations should one of the servers fail. He does not know how you would use the Cloud for actual processing if you have a failure with the server. He stated that they will ask Mr. Peaslee about this.

Mr. Weaver commented we have to be HIPAA compliant and that could become expensive in a hurry. Mrs. Ferratella asked has IT reviewed this? Dr. Chapman replied yes. Mr. Alger stated we will review this again to see if the Cloud would be a viable option and cost effective. HIPAA compliance is a big issue.

Mr. Roush stated online systems work the same way. The trend is to put all of the operating systems and software onto the Cloud so you don't have to worry about updates, etc. You have to get used to the idea that you cannot physically touch it. It would be worth looking into. It may be too early to do this from a cost standpoint. This is something that many corporations have moved to. He commented that it may be worthwhile to look at this from a broader standpoint for the entire county. Mr. Roush asked is there anything critical that you need to do right away? Dr. Chapman replied Information Technology will hook up our new server within the next month or so.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO TRANSFER UP TO A MAXIMUM OF \$4,000.00 FROM THE CDT CONTRACTED LABOR LINE ITEM TO THE ADMINISTRATION EQUIPMENT LINE ITEM FOR EITHER THE PURCHASE OF A NEW BACKUP SERVER OR EXPENSES RELATED TO CLOUD SERVICES MADE BY MR. WEAVER. SECONDED BY MS. LATTIMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Contracts** – Dr. Chapman informed the committee that they had an individual who contracted with Cornell Cooperative Extension to provide the social club component of the CDT program. That individual has since retired and Cornell Cooperative Extension is no longer interested in offering that service. He requested authorization to increase their contract with ProAction by \$12,000.00 to allow them to contract with an individual to provide the social club component to the CDT Program.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO INCREASE THEIR CONTRACT WITH PROACTION BY \$12,000.00 TO INCLUDE CONTRACTING AN INDIVIDUAL TO PROVIDE THE SOCIAL CLUB COMPONENT OF THE CONTINUING DAY TREATMENT PROGRAM MADE BY MS. LATTIMER. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Dr. Chapman requested authorization to enter into a new contract with Language Line for foreign language translation services. This service is also used by 911 and the Office for the Aging. These are services that we do not frequently use. We are mandated to be able to work with individuals that speak a foreign language. We do have money in our line item for Interpretive Services. Dr. Chapman stated that his understanding is that they provide the service over the phone. The rate is \$.75 per minute, up to \$45.00 per hour. For this year, we do not anticipate the contract needing to be for more than \$1,000.00.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO CONTRACT WITH LANGUAGE LINE FOR FOREIGN LANGUAGE TRANSLATION, AT A RATE OF \$.75 PER MINUTE, UP TO \$45.00 PER HOUR; NOT TO EXCEED \$1,000.00 FOR THE YEAR MADE BY MR. WEAVER. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

3. **Billing Update** – Mrs. Ferratella asked Dr. Chapman to provide an update on their billing services. Dr. Chapman replied they are looking at various resources. There is a possibility that we can add a person into the billing office who would go after insurance denials and Medicaid billing. One of our billing staff retired last week. We are hoping to be able to replace that individual. Overall, we are being more successful in terms of recouping denials. If we had an additional person, the main priority would be to continue to go after the denials and billing. With our current staff, we are struggling to keep our heads above water.

Ms. Lattimer asked how many billing staff do you have? Dr. Chapman replied if we are able to replace the individual who just retired, we have 6, including the supervisor.

Mr. Weaver asked would it be worthwhile to look at contracting the billing services out to someone who does that? Mr. Alger replied we have not been successful finding someone who can bill these services. This is different than regular Medicaid billing. Public Health is letting some staff go and we are talking about maybe bringing someone back to help assist Mental Health. We already have transferred over one position and we are looking at another position. Mr. Roush asked would hiring a temporary person work? Mr. Alger replied that is also a possibility. Mrs. Ferratella asked is there a learning curve for training? Mr. Alger replied there is. The Public Health staff is familiar with Medicaid billing and may be able to pick it up quicker.

Mr. Roush commented this is an area that has bothered him for some time, our inability to collect money that is due. Dr. Chapman stated that they have been out of balance. Mr. Alger stated the plan is we would be looking at staff that left Public Health to see if they would fit with Mental Health. This would be independent of the current vacancy.

F. Administrator

MOTION: TO ADJOURN REGULAR SESSION AND RECONVENE IN EXECUTIVE SESSION PURSUANT TO PUBLIC OFFICERS' LAW, ARTICLE 7§ 105.1.D. DISCUSSIONS REGARDING PROPOSED, PENDING OR CURRENT LITIGATION, AND ARTICLE 7§ 105.1.F. THE MEDICAL, FINANCIAL, CREDIT OR EMPLOYMENT HISTORY OF A PARTICULAR PERSON OR CORPORATION, OR MATTERS LEADING TO THE APPOINTMENT, EMPLOYMENT, PROMOTION, DEMOTION, DISCIPLINE, SUSPENSION, DISMISSAL OR REMOVAL OF A PARTICULAR PERSON OR CORPORATION MADE BY MR. WEAVER. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: AUTHORIZING A CONTRACT WITH BONADIO TO REVIEW AND PROCESS THE PRIOR TWO YEARS' BILLING CYCLE FOR THE HEALTH CARE FACILITY UNTIL THE TRANSACTION FOR THE SALE OF THE HEALTH CARE FACILITY IS COMPLETE, FOR A TOTAL COST NOT TO EXCEED \$30,000.00 MADE BY MR. ROUSH. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: TO ADJOURN EXECUTIVE SESSION AND RECONVENE IN REGULAR SESSION MADE BY MR. ROUSH. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: TO ADJOURN MADE BY MR. ROUSH. SECONDED BY MS. LATTIMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Wednesday, June 5, 2013 @ 9:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON on Wednesday, May 29, 2013.**

STEBEN COUNTY HUMAN SERVICES, HEALTH & EDUCATION COMMITTEE

Wednesday, June 5, 2013

9:00 a.m.

*Legislative Committee Room
Steuben County Office Building
Bath, New York*

****MINUTES****

COMMITTEE: Carol A. Ferratella, Chair Gary B. Roush, Vice Chair Hilda T. Lando
Robin K. Lattimer

STAFF: Mark R. Alger Jack Wheeler Diane Kiff
David McCarroll Hank Chapman, Psy.D. Jim Gleason
Bill Caudill Shawn Corey

LEGISLATORS: Joseph J. Hauryski Dan C. Farrand

ABSENT: Randolph J. Weaver

I. CALL TO ORDER

Mrs. Ferratella called the meeting to order and asked Mr. Roush to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE MAY 1, 2013, MEETING MADE BY MRS. LANDO. SECONDED BY MS. LATTIMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. DEPARTMENTAL REPORTS

A. Special Children's Services

1. **Preschool Transportation Bid Award** – Ms. Kiff recommended awarding the Preschool Transportation Bid to the low bidder per contract basis.

MOTION: AWARDING THE PRESCHOOL TRANSPORTATION BID FOR CONTRACT A TO LIVINGSTON-WYOMING ARC FOR THE 10-MONTH AND SUMMER PROGRAM, BOTH AT THE RATE OF \$110.00 PER CHILD PER DAY; CONTRACT B FOR THE 10-MONTH PROGRAM TO TERPS AT THE RATE OF \$39.85 PER CHILD PER DAY AND THE SUMMER PROGRAM TO BIRNIE TRANSPORTATION AT THE RATE OF \$50.00 PER CHILD PER DAY; CONTRACT C FOR THE 10-MONTH AND SUMMER PROGRAM TO BIRNIE TRANSPORTATION, BOTH AT THE RATE OF \$83.00 PER CHILD PER DAY; CONTRACT D FOR THE 10-MONTH AND SUMMER PROGRAM TO DURHAM SCHOOL SERVICES, BOTH AT THE RATE OF \$117.00 PER CHILD PER DAY; CONTRACT E FOR THE 10 MONTH AND SUMMER PROGRAM TO LIVINGSTON-WYOMING ARC, BOTH AT THE RATE OF \$165.00 PER CHILD PER DAY; AND CONTRACT F FOR THE SUMMER PROGRAM TO LIVINGSTON-WYOMING ARC AT THE RATE OF \$45.00 PER CHILD PER MADE BY MR. ROUSH. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

B. Youth Bureau

1. **2013 Contract Renewals** – Mr. Caudill requested authorization to renew contracts with Steve Sutfin, who is the Coordinator for the Compeer Program; and with Jim Gallagher, the coordinator of the Youth in Government Program. Both contracts will remain at the same level as last year.

MOTION: AUTHORIZING THE YOUTH BUREAU COORDINATOR TO RENEW THE FOLLOWING 2013 CONTRACTS: JAMES GALLAGHER, YOUTH IN GOVERNMENT PROGRAM COORDINATOR (\$13,000.00) AND STEVEN SUTFIN, COMPEER PROGRAM COORDINATOR (\$10,000.00) MADE BY MS. LATTIMER. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **Allocation of 2013 Youth Development Funding** – Mr. Caudill requested approval of the 2013 Youth Development Contracts. Mr. Roush asked is there anything in place to evaluate the effectiveness of these programs? Mr. Caudill replied all of the agencies have to follow State guidelines. They submit quarterly and annual reports. Mr. Wheeler commented that Mr. Caudill does a good job of monitoring the program.

MOTION: APPROVING THE FOLLOWING 2013 YOUTH DEVELOPMENT DELINQUENCY PREVENTION PROGRAM ALLOCATIONS: STEUBEN LITERACY – PROACTION (\$2,947.00); BATH AREA HOPE FOR YOUTH (\$8,431.00); HORNELL AREA CONCERN FOR YOUTH (\$10,574.00); FAMILY SERVICE SOCIETY (\$6,468.00); CENTER FOR DISPUTE SETTLEMENT – PINS (\$513.00); ADDISON YOUTH CENTER – YOUTH SERVICE (\$3,316.00); ADDISON YOUTH CENTER – YOUTH INITIATIVE (\$1,267.00); BATH POLICE COUNSELING (\$700.00) AND YOUTH IN GOVERNMENT (\$3,859.00); AND APPROVING THE FOLLOWING 2013 SPECIAL DELINQUENCY PREVENTION PROGRAM ALLOCATIONS: CENTER FOR DISPUTE SETTLEMENT – YOUTH MEDIATION (\$4,728.00); PROACTION – TASA (\$4,025.00); ADDISON YOUTH CENTER (\$1,366.00); CORNING AREA YOUTH CENTER – JUST US (\$3,888.00); AND CORNING AREA YOUTH CENTER – CRISIS (\$3,814.00) MADE BY MR. ROUSH. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3. **Revision of By-Laws of Steuben County Youth Board** – Mr. Caudill informed the committee that in 1978, the Legislature created the Youth Board as a policy making body, by resolution. Over time, in essence, the Youth Board has become more of an advisory board. He requested authorization to change the by-laws to reflect that the purpose of the Youth Board is to be an advisory board. Additionally, now the Youth Bureau Coordinator reports directly to the County Administrator and they would like to reflect that change in the by-laws as well.

Mr. Roush asked what prompted these changes? Mr. Caudill replied it was just an evolution in the function of the board over time. Mr. Wheeler explained the committee and the Legislature has the authority to make changes to the by-laws. The Youth Board, over time, has become more of an idea generating board, not decision makers. Changing the by-laws to reflect that they are an advisory board is appropriate.

MOTION: RECLASSIFYING THE ROLE OF THE STEUBEN COUNTY YOUTH BUREAU TO SERVE AS AN ADVISORY BODY TO THE LEGISLATURE AND REVISING THE BY-LAWS OF THE STEUBEN COUNTY YOUTH BOARD AS TO FORM AND CONTENT MADE BY MR. ROUSH. SECONDED MS. LATTIMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

4. **Summer Intern** – Mr. Caudill stated that a former Youth In Government participant, who is currently a Political Science Major at the University of Rochester, has an interest in youth issues and could enhance the operation of the Youth Bureau. He stated that he would like to plan a Youth Leadership Summit for this coming fall. This would enable youth representatives from across the County to have the opportunity to meet with our elected State representatives to discuss youth issues and priorities. The summer intern would help to plan this event, along with being involved in other assignments. The internship would be from June 10, 2013 – September 15, 2013. He also requested authorization to spend a maximum of \$1,000 for this purpose. He does have money in his budget.

MOTION: AUTHORIZING THE YOUTH BUREAU COORDINATOR TO EMPLOY JENNIFER CLEMENS, A SUMMER INTERN, FROM JUNE 10, 2013 – SEPTEMBER 15, 2013 AND TO SPEND A MAXIMUM OF \$1,000.00 FOR THIS PURPOSE MADE BY MS. LATTIMER. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

C. Office of Community Services

1. **Contracts** – Dr. Chapman requested authorization to renew their contract with Bath Police Department to provide transportation to people residing in the Village of Bath, to the St. James Psychiatric Unit. The rate for a full-time officer has increased from \$65.00 per hour to \$68.00 per hour. The rate for a part-time officer has remained at \$30.00 per hour.

MOTION: AUTHORIZING THE DIRECTOR OF COMMUNITY SERVICES TO RENEW THEIR CONTRACT WITH THE BATH POLICE DEPARTMENT TO PROVIDE MENTAL HEALTH TRANSPORTS FOR INDIVIDUALS IN THE VILLAGE OF BATH TO THE ST. JAMES PSYCHIATRIC UNIT AT THE RATE OF \$68.00 PER HOUR FOR A FULL-TIME OFFICER AND \$30.00 PER HOUR FOR A PART-TIME OFFICER MADE BY MR. ROUSH. SECONDED BY MS. LATTIMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Dr. Chapman requested authorization to enter into a new contract with the NY Care Coordination Program and Huther Doyle to provide case management services. We would receive a referral from the health home. The primary purpose of the health home is to coordinate treatment services for medical and behavioral health issues.

Ms. Lattimer asked if this is a new program, how do we provide those services now? Dr. Chapman replied our case management program is through the Office of Mental Hygiene and is targeted case management. We have both intensive case managers and supported case managers that work with individuals. These are county employees. We will have until July 2014 to transition from our current program into the health home care coordination program. Ms. Lattimer asked will this new program displace county employees? Dr. Chapman replied technically, no. We will have to look at the reimbursement rates and see if the new reimbursement rates will cover our costs.

Mr. Roush asked is the reimbursement for case management services timely? Dr. Chapman replied right now it is timely. We will continue to the legacy rate until July 2014. After that, we will no longer receive the legacy rate and the reimbursement will change. Right now, the caseload for an intensive case manager is 12 cases. Under the new program, they will carry a caseload of 60. Mr. Alger stated with the new program, the case managers will track the cases and assist if there appears to be an issue, but they will not be providing the same type of services. You will end up with more emergency admissions and we pay half and the State pays half.

Dr. Chapman stated that the primary component of this contract is they will mandate that we give them 3 percent for administrative costs over what we get reimbursed for Medicaid. We are part of Phase III of the State's implementation of this. We are the last area of the State to come under a health home.

Mr. Alger asked Dr. Chapman what he has heard from other counties that have been working under a health home. Dr. Chapman replied those counties have indicated that services are watered down. They have had to increase their caseloads to 50 – 60 people in order to cover their costs. Mrs. Lando asked is it working for them? Dr. Chapman replied it is too early to tell. We are not given much of a choice as this is a State-imposed change. It is in our best interest to continue to provide the services as it helps keep people in the community with less frequent hospitalizations. We will learn as we go and will need to monitor this closely.

Mr. Roush asked from the financial side, what will be the impact? Dr. Chapman replied if we can increase our caseload up to 50 cases, then we should not see a significant impact. Mrs. Ferratella commented that this will compound your billing problems. You will have an increase in caseload which will increase billing, which we already have a problem with. How will you deal with that? Dr. Chapman replied there will be more volume because we will be providing more services each month. With our current billing staff, we will have to do the best we can. We will need time to get things set up and become more familiar with the type of reporting that the State will require. Mr. Alger asked could any of that be automated? Will you be able to put in the information once and have it available for both billing and data collection? Dr. Chapman replied that he does not think there is much that could be automated, but the process can be made more efficient once we get the templates. We

should be able to use the Anasazi system to generate the reports that we will be required to send to the health home.

MOTION: AUTHORIZING THE DIRECTOR OF COMMUNITY SERVICES TO ENTER INTO A NEW CONTRACT WITH NY CARE COORDINATION PROGRAM AND HUTHER DOYLE TO PROVIDE CASE MANAGEMENT SERVICES THROUGH DECEMBER 31, 2013 MADE BY MR. ROUSH. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Dr. Chapman informed the committee that they had put out an RFP for commercial cleaning services. Mr. Gleason explained this RFP is for office cleaning in the three office locations. He recommended awarding the bid to the low bidder for a total cost of \$592.72 per week for all three office locations.

MOTION: AWARDING THE RFP FOR COMMERCIAL CLEANING SERVICES FOR THE THREE OFFICE LOCATIONS FOR THE OFFICE OF COMMUNITY SERVICES TO THE LOW BIDDER, PHOENIX JANITORIAL SERVICES FOR A TOTAL WEEKLY COST OF \$592.72 MADE BY MR. ROUSH. SECONDED BY MS. LATTIMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Dr. Chapman requested authorization to renew the contract with Compeer, Inc. They are the Compeer provider for Steuben County. This is the program where they take volunteers from the community and match them with individuals receiving services. We do have to pay an annual \$500.00 membership due.

MOTION: AUTHORIZING THE DIRECTOR OF COMMUNITY SERVICES TO RENEW THE CONTRACT WITH COMPEER, INC. MADE BY MS. LATTIMER. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mr. Hauryski asked that Dr. Chapman provide the committee with an update in a month or two about how things are going with the new contract with the health home and if any automation of the billing and data collection is possible. He asked, with the regard to the caseload, that he provides an example of a particular case and take the committee through the step-by-step process and how it is working. He also asked that Dr. Chapman continue to keep them updated on the status of their billing and the billing staff. You are already overburdened in a lot of other areas. Dr. Chapman stated that he would provide an update, and that two months would be best to make the presentation more meaningful.

D. Health Care Facility

1. **Occupancy Report** – Mr. McCarroll reported that occupancy for the month of May is 92.44 percent and total year-to-date occupancy is at 90.81 percent.

2. **Budget Transfer** – Mr. McCarroll informed the committee that one of their patient lifts broke. They checked into the cost to repair, however, it was close to the cost to purchase a new one. He requested authorization to transfer a total of \$6,659.68 from the Nursing Food and Administration Training & Conferences line items to the Nursing Major Equipment line item to purchase a new lift.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO TRANSFER \$5,500.00 FROM THE NURSING FOOD LINE ITEM AND \$1,149.68 FROM THE ADMINISTRATION TRAINING & CONFERENCES LINE ITEM TO THE NURSING MAJOR EQUIPMENT LINE ITEM TO PURCHASE A NEW PATIENT LIFT, AND AMENDING THE MAJOR EQUIPMENT LIST TO REFLECT THIS AUTHORIZATION MADE BY MR. ROUSH. SECONDED BY MS. LATTIMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3. **Contracts** – Mr. McCarroll requested authorization to enter into a new contract with Ability Network to upgrade the Medicare billing software. The cost is \$121.50 per month.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO ENTER INTO A NEW CONTRACT WITH ABILITY NETWORK TO UPGRADE THE MEDICARE BILLING SOFTWARE AT A RATE OF \$121.50 PER MONTH MADE BY MR. ROUSH. SECONDED BY MS. LATTIMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mr. McCarroll requested approval to renew contracts with Stafkings Health Care Systems, Corning Community College, Daemen College, Nazareth College and Broome Community College.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO RENEW THE FOLLOWING CONTRACTS: STAFKINGS HEALTH CARE SYSTEMS – TEMPORARY STAFFING (\$27.05 PER HOUR), CORNING COMMUNITY COLLEGE – CLINICAL TRAINING (NO COST TO FACILITY), DAEMEN COLLEGE – STUDENT FIELD EXPERIENCE (NO COST TO FACILITY), ELITE STAFFING NURSING – STAFFING (PER RATE SCHEDULE), NAZARETH COLLEGE – STUDENT FIELD EXPERIENCE (NO COST TO FACILITY) AND BROOME COMMUNITY COLLEGE – CLINICAL PRACTICUM EXPERIENCE (NO COST TO FACILITY) MADE BY MS. LATTIMER. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

4. **Sale of HCF** – Mr. Corey informed the committee that the contract for the sale of the Health Care Facility was effective June 3, 2013.

MOTION: TO ADJOURN MADE BY MS. LATTIMER. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Wednesday, July 3, 2013 @ 9:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON on Wednesday, June 26, 2013.**

STEBEN COUNTY HUMAN SERVICES, HEALTH & EDUCATION COMMITTEE

Special Meeting

Monday, June 24, 2013

9:45 a.m.

*Legislative Committee Room
Steuben County Office Building
Bath, New York*

****MINUTES****

COMMITTEE:	Carol A. Ferratella, Chair Robin K. Lattimer	Gary B. Roush, Vice Chair Randolph J. Weaver	Hilda T. Lando
STAFF:	Mark R. Alger Chris Congdon Ken Isaman	Jack Wheeler Shawn Corey	Jim Gleason Mike Keane
LEGISLATORS:	Lawrence P. Crossett Patrick F. McAllister Thomas J. Ryan George J. Welch	Dan C. Farrand Aaron I. Mullen Brian C. Schu	K. Michael Hanna William A. Peoples Gary D. Swackhamer

I. CALL TO ORDER

Mrs. Ferratella called the meeting to order at 9:45 a.m.

II. GENERAL BUSINESS

A. Special Children's Services

1. **Preschool Transportation Bid Award** – Mr. Gleason stated that we had awarded the Preschool Transportation Bid; however, there is a problem with Contract B. He recommended rescinding the award of Contract B and to rebid Contract B as two separate items, Contract B and Contract B1.

MOTION: RESCINDING THE AWARD OF THE PRESCHOOL TRANSPORTATION BID RELATIVE TO CONTRACT B MADE BY MRS. LANDO. SECONDED BY MS. LATTIMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: AUTHORIZING THE PURCHASING DIRECTOR TO REBID PRESCHOOL TRANSPORTATION BID CONTRACT B, AS TWO SEPARATE ITEMS; CONTRACT B AND CONTRACT B1 MADE BY MR. ROUSH. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

B. Office for the Aging

1. **Insurance Waiver** – Mr. Keane informed the committee that there are two volunteer groups, Faith-In-Action and the Centenary United Methodist Church, that install ramps for eligible individuals. They volunteer the labor and we pay for the materials. A typical ramp install is \$253.00. The contracts that we had with these groups did not include a specific dollar amount. The reason for this is that we did not want to have any unused funds in either of those contracts as we pay for the ramps on a per ramp basis. Mr. Keane stated that another issue with the contract is the insurance requirement. After speaking with Mr. Isaman, he is recommending that the insurance be waived.

MOTION: AUTHORIZING THE DIRECTOR OF THE OFFICE FOR THE AGING TO CONTRACT WITH FAITH-IN-ACTION AND THE CENTENARY UNITED METHODIST CHURCH TO PAY FOR MATERIALS TO INSTALL RAMPS FOR ELIGIBLE INDIVIDUALS, ON A PER RAMP BASIS AND WAIVING THE INSURANCE REQUIREMENTS FOR BOTH GROUPS MADE BY MR. ROUSH. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: TO ADJOURN MADE BY MRS. LANDO. SECONDED BY MS. LATTIMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

MOTION: AUTHORIZING SPECIAL CHILDREN'S SERVICES TO RENEW THE FOLLOWING PRESCHOOL TRANSPORTATION CONTRACTS: ADDISON CENTRAL SCHOOL - \$5.00 PER CHILD, PER DAY; ALFRED-ALMOND CENTRAL SCHOOL - \$37.00 PER CHILD, PER DAY; ARKPORT CENTRAL SCHOOL - \$60.00 PER CHILD, PER DAY; CANISTEO-GREENWOOD SCHOOL DISTRICT - \$70.00 PER CHILD, PER DAY; HORNEILL CITY SCHOOL DISTRICT - \$4.00 PER CHILD, PER DAY AND JASPER-TROUPSBURG CENTRAL SCHOOL - \$18.00 PER CHILD, PER DAY AND APPROVING THE FOLLOWING PRESCHOOL RELATED SERVICES CONTRACTS: MILLER ASSOCIATES - \$65.00 PER CHILD, PER SESSION AND ELIZABETH REPERT - \$65.00 PER CHILD, PER SESSION MADE BY MR. WEAVER. SECONDED BY MS. LATTIMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **Preschool Transportation Bid Award** – Mr. Gleason stated last month they had requested authorization to reject the bids for Contract B and to rebid as Contract B (Corning) and Contract B1 (Elmira). He recommended awarding the bid for Contract B for the 10-month program to Birnie Transportation at a rate of \$39.00 per child per day and awarding Contract B1 for both the 10-month program and summer program to Terp's Enterprises at a rate of \$150.00 per child per day.

MOTION: AWARDING THE BID FOR PRESCHOOL TRANSPORTATION FOR CONTRACT B TO BIRNIE TRANSPORTATION AT A RATE OF \$39.00 PER CHILD PER DAY AND AWARDING CONTRACT B1 FOR BOTH THE 10-MONTH PROGRAM AND SUMMER PROGRAM TO TERP'S ENTERPRISES AT A RATE OF \$150.00 PER CHILD PER DAY MADE BY MR. WEAVER. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

C. Health Care Facility

1. **Occupancy** – Mr. McCarroll reported that occupancy for the month of June was 92.60 percent, with the year-to-date occupancy at 91.11 percent.

2. **Budget Transfers** – Mr. McCarroll requested authorization to transfer money from the salaries and wages line item to the contract labor line item for Nursing, Housekeeping and Plant/Maintenance. He stated these transfers should get them through the end of the year.

MOTION: APPROVING THE FOLLOWING BUDGET TRANSFERS FOR THE HEALTH CARE FACILITY: \$250,000.00 FROM NURSING SALARIES AND WAGES TO NURSING CONTRACT LABOR; \$50,000.00 FROM HOUSEKEEPING SALARIES AND WAGES TO HOUSEKEEPING CONTRACT LABOR; AND \$30,000.00 FROM PLANT SALARIES AND WAGES TO PLANT CONTRACT LABOR MADE BY MS. LATTIMER. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

3. **Contracts** – Mr. McCarroll requested authorization to renew contracts with Emergency Power Systems for generator maintenance inspections and Caregivers America Medical Staffing for temporary staffing.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO RENEW THE FOLLOWING CONTRACTS: EMERGENCY POWER SYSTEMS – GENERATOR MAINTENANCE INSPECTIONS FOR A TOTAL COST OF \$2,050.00 ANNUALLY AND WITH CAREGIVERS AMERICA MEDICAL STAFFING – TEMPORARY STAFFING MADE BY MS. LATTIMER. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

4. **Smoking** – Mr. McCarroll informed the committee that the State has decided to put a bill before the Governor to eliminate smoking at all hospitals and nursing homes. The Governor may sign this within 30 days and then it would become law within 90 days.

Ms. Lattimer commented that she believes the smoking issue at the County should be revisited. Every county around has gone non-smoking at all campuses and parks.

MOTION: TO ADJOURN MADE BY MS. LATTIMER. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Wednesday, August 7, 2013 @ 9:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON on Wednesday, July 31, 2013.**

STEBEN COUNTY HUMAN SERVICES, HEALTH & EDUCATION COMMITTEE

Wednesday, August 7, 2013

9:00 a.m.

*Legislative Committee Room
Steuben County Office Building
Bath, New York*

****MINUTES****

COMMITTEE:	Carol A. Ferratella, Chair Robin K. Lattimer	Gary B. Roush, Vice Chair Randolph J. Weaver	Hilda T. Lando
STAFF:	Mark Alger Mike Keane Nancy Smith	Hank Chapman, Psy.D. Alan Reed	Lise Reynolds David McCarroll
LEGISLATORS:	Joseph J. Hauryski William A. Peoples	Dan C. Farrand	K. Michael Hanna

I. CALL TO ORDER

Mrs. Ferratella called the meeting to order at 9:00 a.m. and asked Mr. Weaver to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE JULY 3, 2013, MEETING MADE BY MR. ROUSH. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. DEPARTMENTAL REQUESTS

A. Office for the Aging

1. **Contracts** – Mr. Keane requested approval of his 2013 RSVP contracts.

MOTION: APPROVING THE FOLLOWING 2013 RSVP CONTRACTS: INSTITUTE FOR HUMAN SERVICES – IMPACT PROGRAMMING - \$40,522.00 AND INSTITUTE FOR HUMAN SERVICES – VOLUNTEER COORDINATOR - \$37,182.00 MADE BY MR. WEAVER. SECONDED BY MS. LATTIMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

B. Health Care Facility

1. **Budget Transfer** – Mr. McCarroll requested authorization to transfer \$18,000.00 from the maintenance personal services line item to the maintenance contract labor line item.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO TRANSFER \$18,000.00 FROM THE MAINTENANCE PERSONAL SERVICES LINE ITEM TO THE MAINTENANCE CONTRACTED LABOR LINE ITEM MADE BY MR. ROUSH. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **ADL Software** – Mr. McCarroll informed the committee that they had received approval to contract with ADL to provide a software specialist to come in for six days. They have already been here for three days and have indicated that they will need an additional four days to repair the system. He requested authorization to amend the contract to include an additional \$1,000.00 for additional days.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO AMEND THEIR CONTRACT WITH ADL SOFTWARE TO INCREASE THE CONSIDERATION AN ADDITIONAL \$1,000.00 TO PROVIDE THE SOFTWARE SPECIALIST ADDITIONAL DAYS TO REPAIR THE SYSTEM MADE BY MRS. LANDO. SECONDED BY MS. LATTIMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

3. **Contracts** – Mr. McCarroll presented contracts for the committee’s review and approval.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO ENTER INTO NEW CONTRACTS WITH THE FOLLOWING: LEE MORAN – SPEECH & LANGUAGE PATHOLOGY SERVICES - \$50.00 PER HOUR AND WIL ERIN BARDEEN – BEAUTICIAN – NO COUNTY COST; AND AUTHORIZING THE HEALTH CARE FACILITY TO RENEW THE FOLLOWING CONTRACTS: ALFRED COLLEGE – CLINICAL FIELD EXPERIENCE – NO COST TO COUNTY; HOLLY DAVIS – BEAUTICIAN – NO COST TO COUNTY; KELLY MORALES – BEAUTICIAN – NO COST TO COUNTY; AND DAVIS-ULMER SPRINKLER COMPANY – QUARTERLY SPRINKLER INSPECTIONS/BACKFLOW PREVENTOR TESTING - \$820.00 PER YEAR MADE BY MR. ROUSH. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

C. Office of Community Services

1. **Budget Adjustment** – Dr. Chapman stated as they transition the CDT Program to PROS, they will need to create a new cost center. He requested authorization to shift 25 percent of the revenue and expenses from CDT over to a new cost center for PROS to cover the last quarter of this year.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO TRANSFER MEDICAID REVENUES IN THE AMOUNT OF \$142,500.00 FROM THE CDT COST CENTER TO THE PROS COST CENTER AND PATIENT FEES IN THE AMOUNT OF \$2,375.00 FROM THE CDT COST CENTER TO THE PROS COST CENTER AND TRANSFERING A TOTAL AMOUNT OF \$254,600.00 FROM VARIOUS LINE ITEMS IN THE CDT COST CENTER TO THE SAME LINE ITEMS IN THE PROS COST CENTER FOR THE LAST QUARTER OF 2013 MADE BY MR. ROUSH. SECONDED BY MS. LATTIMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Personnel** – Dr. Chapman requested authorization to reclassify two Grade XVIV Staff Psychologist positions to two Grade XVIII Mental Health Program Coordinators. He explained that two psychologists are retiring September 13, 2013. One is the program coordinator for the Children and Youth Program and the other is the coordinator for the Adult Clinic Program. To reduce costs, he would like to reclassify these positions to a Grade XVIII and promote two Senior Social Workers to oversee those programs. This will save \$47,000.00 in salaries for next budget year. Mrs. Ferratella asked will you be filling the Senior Social Worker positions? Dr. Chapman replied yes.

MOTION: AUTHORIZING THE RECLASSIFICATION OF TWO, GRADE XVIV STAFF PSYCHOLOGIST POSITIONS TO TWO, GRADE XVIII MENTAL HEALTH PROGRAM COORDINATOR POSITIONS WITHIN THE OFFICE OF COMMUNITY SERVICES MADE BY MR. ROUSH. SECONDED BY MS. LATTIMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Mr. Hauryski asked what is the status with the process of seeing if there was any interest by outside agencies to take over the services for the Corning and Hornell offices? Dr. Chapman replied there has not been much movement on that. Nothing has changed at the State level; and everything with regard to reimbursements has remained consistent with the past year. We are waiting to see how the new Health Homes play out and what the new fee rates will be. Then we will get together after the first of the year and see if there is merit to having an outside agency come in and assist us.

Mr. Hauryski asked what is the status of the building leases? Dr. Chapman replied the landlord has agreed to consolidate the terms of the individual floor leases for the Bath office to one term. She also has agreed not to increase the rent for the next three years.

Mr. Hauryski asked Mr. Alger how the Office of Community Services budget looks with regard to the property tax cap? Mr. Alger replied their budget is positive for us at this point. Initially, his 2014 budget is lower than the current year. Some of the things that we have been doing are very positive for the budget. We do not anticipate seeing the kinds of increases we have seen over the past couple of years. Mr. Hauryski stated that we had proposed closing the Hornell and Corning offices to help save money. Mr. Alger stated that with the savings being projected, we are looking at a \$400,000 decrease in their budget going into next year. It is very early, but their budget looks better than it has in a number of years.

Mr. Alger stated that with regard to the tax cap, we are expecting it to be \$390,000. That will not be enough to cover anything. He will be suggesting to the Finance Committee that they present the Local Law to do the override this month. We will do everything we can to get the budget in line with the cap. The growth factor is projected to be at 1.6 percent. We have heard that Chemung County is facing a \$6.5 million shortfall in their sales tax. We are projecting \$700,000 which is flat. Mr. Alger stated that he does not anticipate seeing the type of impact on our budget that Chemung County is experiencing.

Mr. Weaver asked has there been any movement on the part of the State regarding the closure of the Elmira Psychiatric Center (EPC)? Dr. Chapman replied the closure of the facility is still part of the State's plan. It will be business as usual next year, and then the changes will start. There also have been no changes with regard to St. James closing. We are hoping that the hospital will remain open through the better part of the remainder of the year, but the closure could come as soon as September.

Mr. Alger asked the committee to keep in mind that this is a domino effect. With St. James, EPC and Binghamton all closing, we are left with a big vacuum in the Southern Tier. Typically, those patients that cannot get in to the hospital will end up in the Jail. The problem with that is those individuals most likely will end up on constant watch. You will see a double impact as you will see an increase in the Jail expense as it is not cheap to do constant watch and we also will have to increase mental health services at the Jail.

Mr. Reed commented that with regard to the criminal component, the court might find that an inmate is not competent to stand trial and will order them to a facility, and typically, that has been at EPC. If they are ordered to a forensic facility, that is very expensive. Dr. Chapman stated the cost to send an inmate to a secure forensic facility is \$20,000 per month. With EPC, if the charges against the inmate are reduced to a misdemeanor, they are released from the jail and then we can make arrangements for them to be treated at EPC. The charge for that service then goes to Medicaid. If an inmate has felony charges, we have no choice but to send them to a secure forensic facility and that cost then comes out of our department. We do everything we can to try to prevent that. Mr. Alger stated that coordination between law enforcement, Mental Health and the judge is very important. If a judge sends an inmate to a forensic unit, we end up with at least half of that cost. We only budget \$40,000 - \$50,000 per year for that. This is a major concern and coordination issue to make sure that we minimize the amount of forensic housing.

D. Personnel

1. **Tuition Aid Request** – Ms. Smith presented a tuition aid request for Veronica Steeley, a paralegal in the District Attorney's Office. She would like to take one course entitled "Ethics for Criminal Justice Professionals" to earn a Master's Degree in Criminal Justice Administration. She recommended approval of this request as the course is job-related.

MOTION: APPROVING A TUITION AID REQUEST FOR VERONIC STEELEY, A PARALEGAL IN THE DISTRICT ATTORNEY'S OFFICE, TO TAKE ONE COURSE ENTITLED "ETHICS FOR CRIMINAL JUSTICE PROFESSIONALS" MADE BY MR. ROUSH. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: TO ADJOURN MADE BY MR. ROUSH. SECONDED BY MS. LATTIMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Wednesday, September 4, 2013 @ 9:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON on Wednesday, August 28, 2013.**

STEBEN COUNTY HUMAN SERVICES, HEALTH & EDUCATION COMMITTEE

Special Meeting

Monday, August 26, 2013

9:45 a.m.

*Legislative Committee Room
Steuben County Office Building
Bath, New York*

****MINUTES****

COMMITTEE: Carol A. Ferratella, Chair
Randolph J. Weaver
Hilda T. Lando
Robin K. Lattimer

STAFF: Jack Wheeler
David McCarroll
Shawn Corey

LEGISLATORS: Joseph J. Hauryski
Thomas J. Ryan
K. Michael Hanna
George J. Welch
Aaron I. Mullen

ABSENT: Gary B. Roush

I. CALL TO ORDER

Mrs. Ferratella called the meeting to order at 9:45 a.m.

II. DEPARTMENT REQUESTS

A. Health Care Facility

1. **Contract** – Mr. Wheeler informed the committee that the transition over to the Centers for Specialty Care is going well. The Director of Nursing and the Assistant Director of Nursing will both be retiring at the end of August. These are both critical positions to the facility. Mr. McCarroll and the Centers for Specialty Care have interviewed candidates for the position of Director of Nursing. We will be hiring this individual rather than contracting with them and they will stay on through the transition to Centers for Specialty Care. Mr. Wheeler requested authorization to contract with Raelen Melious, the current Director of Nursing, to consult with the county on an as needed basis to help during the transition. We will actually be contracting through MSN, Inc. at an hourly rate of \$74.50.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO CONTRACT WITH MSN, INC. FOR A DIRECTOR OF NURSING CONSULTANT AT A RATE OF \$74.50 PER HOUR MADE BY MS. LATTIMER. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

MOTION: TO ADJOURN MADE BY MR. WEAVER. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

STEBEN COUNTY HUMAN SERVICES, HEALTH & EDUCATION COMMITTEE

Wednesday, September 4, 2013

9:00 a.m.

*Legislative Committee Room
Steuben County Office Building
Bath, New York*

****MINUTES****

COMMITTEE:	Carol A. Ferratella, Chair Randolph J. Weaver	Gary B. Roush, Vice Chair	Hilda T. Lando
STAFF:	Mark R. Alger Nancy Smith Beverly Butts Shawn Corey	Jack Wheeler Vicki Fuerst Hank Chapman, Psy.D. David McCarroll	Diane Kiff Chris Congdon Jim Gleason
LEGISLATORS:	Joseph J. Hauryski William A. Peoples	Dan C. Farrand Thomas J. Ryan	K. Michael Hanna
ABSENT:	Robin K. Lattimer		

I. CALL TO ORDER

Mrs. Ferratella called the meeting to order at 9:00 a.m. and asked Mr. Weaver to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE AUGUST 7, 2013, AND AUGUST 26, 2013, MADE BY MR. WEAVER. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. DEPARTMENTAL REQUESTS

A. Special Children's Services

1. **Contracts** – Ms. Kiff requested authorization to enter into two preschool contracts with Tony Cerneski and Johnston Speech Language Pathology for Speech Language services. The rate is set by the State at \$65.00 per session.

MOTION: AUTHORIZING SPECIAL CHILDREN'S SERVICES TO ENTER INTO PRESCHOOL CONTRACTS WITH TONY CERNESKI – SPEECH LANGUAGE PATHOLOGIST AND JOHNSTON SPEECH LANGUAGE PATHOLOGY, PLLC AT A RATE OF \$65.00 PER SESSION MADE BY MRS. LANDO. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

B. Public Health

1. **Sodium Reduction Grant** – Mrs. Fuerst requested authorization to accept a Sodium Reduction Grant in the amount of \$119,344.00 per year for three years. The State Department of Health received funding from the Centers for Disease Control (CDC) and because our numbers for heart disease and stroke are high, we were targeted. They wanted to provide this grant to two counties; one rural and one urban. Albany County and we were picked. The purpose of this grant is to gradually reduce sodium consumption by increasing the availability, accessibility and selection of lower sodium meals and food in selected away-from-home venues such as senior meal programs and hospitals. The first year we will focus on Ira Davenport Hospital and the ProAction/Office for Aging Meals on Wheels program. In years two and three, we will expand the work to include senior meal programs and five other hospitals serving Steuben, Yates, Schuyler, and Seneca counties.

MOTION: AUTHORIZING PUBLIC HEALTH TO ACCEPT A SODIUM REDUCTION IN COMMUNITIES GRANT THROUGH THE NEW YORK STATE DEPARTMENT OF HEALTH IN THE AMOUNT OF \$119,344.00 PER YEAR FOR THREE YEARS MADE BY MR. ROUSH. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

C. Health Care Facility

1. **Contract** – Mr. McCarroll requested authorization to enter into a contract with EON Systems, Inc. to provide billing and Practice Management Software support services and updates for outpatient rehab billing. The annual cost is \$2,124.56. This software is only limited to billing for outpatient physical, occupational and speech therapy. We had this system three years ago, but did not purchase the updates. We have talked with the Centers for Specialty Care and they had no suggestions to offer, as they have not had any experience with outpatient billing. This is a one-year contract and includes training.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO ENTER INTO A NEW CONTRACT WITH EON SYSTEMS, INC. TO PROVIDE BILLING AND PRACTICE MANAGEMENT SOFTWARE SUPPORT SERVICES AND UPDATES FOR OUTPATIENT REHAB BILLING FOR AN ANNUAL COST OF \$2,124.56, INCLUDING TRAINING MADE BY MR. ROUSH. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **Occupancy** – Mrs. Ferratella asked how are the occupancy rates? Mr. McCarroll replied they are at 93 – 94 percent. We have ten open beds as of this morning.

D. Office of Community Services

1. **PROS Supportive Employment** – Dr. Chapman informed the committee that they put out RFP's for the PROS Supportive Employment. They received responses back from ARC, AIM and Capabilities. He recommended awarding the RFP to Capabilities for \$60,040.00. Of that amount, \$43,516.00 will come from OMH to support the program once we receive our PROS license. The actual cost to the County will be \$16,524.00 which will be covered by Medicaid billing for services rendered. The revenue amount is based on the minimum number of clients that we anticipate going through the supportive employment component of the program.

Mrs. Lando asked has Capabilities done this in the past? Dr. Chapman replied yes. All three vendors do provide supportive employment, however, Capabilities was already involved in the PROS program.

MOTION: AWARDING THE RFP FOR PROS SUPPORTIVE EMPLOYMENT TO CAPABILITIES, INC. AND AUTHORIZING THE DIRECTOR OF COMMUNITY SERVICES TO ENTER INTO A CONTRACT WITH CAPABILITIES, INC. TO PROVIDE PROS SUPPORTIVE EMPLOYMENT SERVICES MADE BY MR. ROUSH. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **Billing** – Mrs. Ferratella asked how they were doing with billing. Dr. Chapman replied we have had a setback as an individual has left the agency. We are looking to hire someone back who was previously employed with us. Dr. Chapman stated that they anticipate hiring an individual within the week and even though they have fallen behind this past month, he anticipates they will be able to catch back up.

IV. OTHER BUSINESS

A. *Smoking on Public Playgrounds* – Mrs. Ferratella stated that a new law has been adopted prohibiting smoking on public playgrounds where there are children under the age of 12 present from sunrise to sunset. Mr. Alger commented that the issue with our parks is now a non-issue and we will have to post signs. The difference is that this is a state law and if someone is caught smoking, they can get an appearance ticket.

Mr. McCarroll commented the Governor also signed, at the end of July, a law severely restricting smoking in hospitals and nursing homes. The only caveat is with visitor smoking. We continue to offer a way for visitors to smoke and it has not been a problem. We do not permit smoking in the building and we do not admit smoking patients.

B. *Drug/Alcohol and Tobacco Free Workplace* – Mrs. Ferratella received copies from Ms. Lattimer of ProAction’s policy regarding a drug/alcohol and tobacco free workplace. She distributed the policy to the committee and commented that they could at least look at a non-smoking program again.

C. *Hornby Historical Museum* – Mrs. Ferratella stated that she received a copy of a letter from the Hornby Historical Museum complimenting the Mobile Work Crew for their work on painting the museum. Mr. Alger commented the Mobile Work Program is a very good program that municipalities and organizations can use to get work done.

MOTION: TO ADJOURN MADE BY MR. ROUSH. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Wednesday, October 2, 2013 @ 9:00 a.m.**

**Please send agenda items to the Clerk of the Legislature’s Office
NO LATER THAN NOON on Wednesday, September 25, 2013.**

STEBEN COUNTY HUMAN SERVICES, HEALTH & EDUCATION COMMITTEE

Wednesday, October 2, 2013

9:00 a.m.

Legislative Committee Room
Steuben County Office Building
Bath, New York

****MINUTES****

COMMITTEE: Carol A. Ferratella, Chair Gary B. Roush, Vice Chair Hilda T. Lando
Randolph J. Weaver

STAFF: Mark R. Alger Jack Wheeler Vicki Fuerst
Chris Congdon Nicole Walker Teresa Deninger
Nancy Smith Bill Caudill

LEGISLATORS: Joseph J. Hauryski William A. Peoples

ABSENT: Robin K. Lattimer

I. CALL TO ORDER

Mrs. Ferratella called the meeting to order at 9:00 a.m. and asked Mr. Roush to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE SEPTEMBER 4, 2013, MEETING MADE BY MR. WEAVER. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

III. DEPARTMENTAL REQUESTS

A. Special Children's Services

1. **Contract** – Ms. Congdon requested authorization for Special Children's Services to enter into a new contract with Andrea Waight to provide preschool related services. The rate is \$65.00 per session.

MOTION: AUTHORIZING SPECIAL CHILDREN'S SERVICES TO ENTER INTO A NEW CONTRACT WITH ANDREA WAIGHT TO PROVIDE PRESCHOOL RELATED SERVICES AT A RATE OF \$65.00 PER CHILD, PER SESSION MADE BY MR. WEAVER. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

B. Public Health

1. **Sodium Reduction Grant**

a. *Personnel* – Mrs. Fuerst requested authorization to reactive a zero-based Public Health Nurse position. This position will be funded from the Sodium Reduction Grant. Once the grant funds run out, the position will be eliminated.

MOTION: AUTHORIZING THE REACTIVATION OF A ZERO-BASED PUBLIC HEALTH NURSE POSITION WITHIN THE PUBLIC HEALTH DEPARTMENT, SAID POSITION TO BE FUNDED THROUGH THE SODIUM REDUCTION GRANT MADE BY MR. ROUSH. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

b. *Request to Waive RFP Process for Professional Services* – Ms. Congdon informed the committee that as part of the Sodium Reduction Grant, they are required to have a registered dietician and to have

someone who will evaluate and analyze the program. They currently contract with Wilma Stewart, Registered Dietician, and would like to utilize her for this grant. Additionally, they also already have a contract with the S2AY Rural Network who helped write the grant application and who is familiar with the surrounding counties that will be involved.

MOTION: WAIVING THE RFP PROCESS FOR PROFESSIONAL SERVICES IN RELATION TO THE SODIUM REDUCTION GRANT AND AUTHORIZING PUBLIC HEALTH TO CONTRACT WITH WILMA STEWART, NUTRITIONIST AT A RATE OF \$50.00 PER HOUR AND WITH THE S2AY NETWORK TO PROVIDE PROGRAM EVALUATION AND ANALYSIS AT A RATE OF \$55.00 PER HOUR MADE BY MR. ROUSH. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

C. Health Care Facility

1. **Contracts** – Ms. Walker requested authorization to renew contracts with the Department of Veterans Affairs and Keuka College.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO RENEW CONTRACTS WITH THE DEPARTMENT OF VETERANS AFFAIRS FOR THE PAYOR AGREEMENT AND WITH KEUKA COLLEGE FOR CLINICAL FIELDWORK MADE BY MR. WEAVER. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

2. **Occupancy Rate** – Ms. Walker reported occupancy for the month of September was 91.08 percent.

D. Administrator

1. **Adoption Day** – Ms. Deninger announced that Adoption Day will be held Friday, November 22, 2013, which is one day prior to National Adoption Day. They are expecting to do 8 or 9 adoptions and all three judges will be participating. Once the details are finalized, invitations will be sent out.

IV. OTHER BUSINESS

A. *Health Care Facility Billing* – Mrs. Ferratella asked for clarification on the report that was generated by the Treasurer’s Department regarding the Health Care Facility billing. Mr. Alger explained the Treasurer’s report is showing what was billed and reported to the Treasurer. The facility is current up through July, however, they have not yet transmitted that information to the Treasurer. They have billed more than \$2.1 million, but it has not yet been recorded.

B. *Veteran’s Service Agency* – Mr. Hauryski asked have they received additional help? Mr. Wheeler replied that they did speak with Mr. Oliver and Mr. McRae is now back from medical leave. We advised them that if they needed additional help to let us know. They are bringing on an intern for this semester, at no charge to the County, that will be helping them. Mr. Ferratella asked have they purchased a new software program? Mr. Wheeler replied we had asked them to look into that, but have not heard back. He will check with them.

C. *No Smoking Policy* – Mrs. Ferratella stated that she thinks the next step is to look and see what the objections to the previous policy were and see if we can work around those and come up with a new policy. Mr. Weaver commented the biggest objection was the parks. Mr. Alger stated there were concerns about enforcement, particularly in the parks. Practically, enforcement around our building area is not a problem and we would be able to do that passively. He suggested the committee talk with their fellow legislators before proposing this again. With the new State law, enforcing a policy off-premises will be less of a problem for us.

MOTION: TO ADJOURN MADE BY MR. ROUSH. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Wednesday, November 6, 2013 @ 9:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON on Wednesday, October 30, 2013.**

2. **2014 Contracts – PHN & SCS** – Ms. Congdon presented the 2014 contracts for Public Health Nursing and Special Children’s Services for approval.

MOTION: APPROVING THE 2014 CONTRACT RENEWALS FOR PUBLIC HEALTH NURSING AND SPECIAL CHILDREN’S SERVICES AS PRESENTED MADE BY MS. LATTIMER. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

C. Health Care Facility

1. **Occupancy Report** – Mr. McCarroll reported that occupancy for the month of October was 96.19 percent, bringing the year-to-date occupancy to 91.68 percent.

2. **Room Rate Increase** – Mr. McCarroll requested authorization to increase private pay room rates by \$10.00 for both private and semi-private rooms. The new rates, including the 6 percent New York State Cash Receipts Assessment would be \$335.74 for a private room and \$325.06 for a semi-private room. When compared to other facilities in the area, we fall right in the middle.

MOTION: INCREASING THE RATES FOR SEMI-PRIVATE AND PRIVATE ROOMS AT THE HEALTH CARE FACILITY FOR PRIVATE PAY PATIENTS BY \$10.00 INCLUDING THE 6 PERCENT NEW YORK STATE CASH RECEIPTS ASSESSMENT MADE BY MR. WEAVER. SECONDED BY MS. LATTIMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0. Resolution Required.

3. **Contracts** – Mr. McCarroll requested authorization to enter into a new contract with Western New York Med-Psych, PLLC for on-site psychiatric services. The rate is \$150.00 per hour.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO ENTER INTO A NEW CONTRACT WITH WESTERN NEW YORK MED-PSYCH, PLLC, FOR ONE-SITE PSYCHIATRIC SERVICES AT A RATE OF \$150.00 PER HOUR MADE BY MRS. LANDO. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Mr. McCarroll requested authorization to enter into a new contract with World Wide Transcription Services to provide medical transcription services. This is a service that is currently used by Centers. The rate is \$0.08 per line and will be about \$200.00 per month.

MOTION: AUTHORIZING THE HEALTH CARE FACILITY TO ENTER INTO A NEW CONTRACT WITH WORLD WIDE TRANSCRIPTION SERVICES TO PROVIDE MEDICAL TRANSCRIPTION SERVICES AT A RATE OF \$0.08 PER LINE MADE BY MS. LATTIMER. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

D. Department of Social Services

1. **Medicaid Update** – Ms. Muller informed the committee that as we transition out of the Medicaid business, the first step is to get out of the medical transportation business. Effective October 1, 2013, medical transportation services have been contracted out to MAS (Medicaid Answering Services). This transition has been facilitated by the Institute of Human Services and has gone relatively smoothly. Additionally, the health exchange became effective October 1, 2013. Individuals age 19 – 64 can apply for healthcare for medical coverage that takes effect January 1, 2014. This transition out of Medicaid will not be completed until the end of 2018.

Mr. Alger commented nationwide, one of the biggest things this does is bring other states up to the same Medicaid levels as New York. Overall, New York State will see a savings as the federal government is picking up 90 percent. Traditionally the federal share has been 50 percent. Because of the Medicaid cap, this will not have a direct impact on what we pay. In this year’s budget we will see a slight decrease in Medicaid costs because the federal share is increasing. From the County’s standpoint, this will not hurt us and will help us some. Mr. Alger explained that with the takeover of Medicaid, we would normally see staff reductions. However,

through attrition, we are transferring responsibilities around and creating vacant positions so that we will not need to lay people off. This is something we will do over time. Ms. Muller stated the other piece of this is that anyone who applies for temporary assistance is automatically Medicaid eligible.

2. **HEAP** – Ms. Muller informed the committee that we still do not have an allocation for Administration of the program. The program opens November 18, 2013. We will not have the funds to do the furnace repair/replacement program as we have done in the past. Last year we did \$85,000 in repairs and replacement; 37 repairs and 27 replacements. ProAction will be applying to the United Way to see if they may have funding available to supplement this program.

3. **Food Stamps/SNAP** – Ms. Muller informed the committee that clients saw an increase in their benefits effective October 1, 2013, and then on November 1, 2013, saw a decrease. Mr. Hauryski asked what was the average amount of decrease? Ms. Muller replied most saw an average reduction in benefits of \$11.00 per month.

4. **Funding Request from United Way** – Ms. Muller stated that she has received a request from the United Way asking for the County's support of \$12,500.00 for 2014. The CASH program is a volunteer income tax assistance program.

Mr. Roush asked why are they coming to the county to fund their program with tax dollars? Ms. Muller replied we have not funded them in the past.

Secretary's Note: The proposal fails due to lack of a motion.

5. **Personnel** – Ms. Muller informed the committee that the Office of Community Services has an Assistant Psychology position that they will be reclassifying to a Staff Psychologist. She requested authorization to contract with the Office of Community Services for the Staff Psychologist. We have our BILT unit, which provides social work, alcohol counseling, domestic violence services, case management, and works with our Services Unit. With the Elmira Psychiatric Center closing and the psychiatric unit at St. James closing, we will have some tough times ahead when it comes to placing adults and children. We are hoping to utilize the Staff Psychologist position to help reduce the lengths of stay in Detention. Another advantage to contracting with the Office of Community Services is that they will be able to continue to provide services with a lower cost staff person and still generate revenue. This is a good partnership. She stated that there will be a \$5,000 cost to her department.

Mr. Alger explained the net increase is a savings to the Office of Community Services of about \$15,000. With the additional cost in Social Services, the net savings to the County is \$10,000. Once the Elmira Psychiatric Center and the psychiatric unit at St. James close, we will be doing more screening and more work up front to determine placements. Short of doing that, we would be forced to transport clients longer distances.

MOTION: AUTHORIZING THE RECLASSIFICATION OF A GRADE XVIII ASSISTANT PSYCHOLOGIST TO A GRADE XIX STAFF PSYCHOLOGY IN THE OFFICE OF COMMUNITY SERVICES AND AUTHORIZING A CONTRACT BETWEEN THE OFFICE OF COMMUNITY SERVICES AND THE DEPARTMENT OF SOCIAL SERVICES FOR THIS POSITION MADE BY MR. WEAVER. SECONDED BY MS. LATTIMER. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

6. **Fraud** – Mr. Hauryski asked what is the status of the Fraud Unit operations? How is the contract with the Bath Police Department going? Ms. Muller replied we are still saving money with our contract with the Bath Police Department. She stated that she can come back next month with a detailed report on their work with the Bath Police Department and that will also include the number of prosecutions. Mr. Alger stated that the Department of Social Services has been coordinating with the District Attorney's Office. Ms. Muller stated that they developed a Fraud Task Force which includes her department, the District Attorney and the Sheriff.

Mr. Reed asked will the change in recertification through the health exchange have an impact on investigations in fraud? Ms. Muller replied that she thinks it will. There are a lot of unanswered questions regarding this at the State level. The State will need to look at how they will prosecute fraud. Mr. Alger stated typically where there is Medicaid fraud there is other fraud. We will continue to work on the other areas such as TANF, Safety Net and Daycare.

MOTION: TO ADJOURN MADE BY MS. LATTIMER. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 4-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

**NEXT MEETING SCHEDULED FOR
Wednesday, December 4, 2013 @ 9:00 a.m.**

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON on Wednesday, November 27, 2013.**

STEBEN COUNTY HUMAN SERVICES, HEALTH & EDUCATION COMMITTEE

Wednesday, December 4, 2013

9:00 a.m.

*Legislative Committee Room
Steuben County Office Building
Bath, New York*

****MINUTES****

COMMITTEE: Carol A. Ferratella, Chair Gary B. Roush, Vice Chair Hilda T. Lando
Robin K. Lattimer Randolph J. Weaver

STAFF: Mark R. Alger Jack Wheeler David McCarroll
Hank Chapman, Psy.D. Jim Gleason Kathy Muller
Lise Reynolds Shawn Corey

LEGISLATORS: Joseph J. Hauryski

I. CALL TO ORDER

Mrs. Ferratella called the meeting to order at 9:00 a.m. and asked Mr. Roush to lead the Pledge of Allegiance.

II. APPROVAL OF MINUTES

MOTION: APPROVING THE MINUTES OF THE NOVEMBER 6, 2013, MEETING MADE BY MS. LATTIMER. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

III. DEPARTMENTAL REQUESTS

A. Health Care Facility

1. **Occupancy Report** – Mr. McCarroll reported that occupancy for the month of November was 97.84 percent. Year-to-date occupancy is at 92.23 percent.
2. **Contracts** – Mr. McCarroll presented his 2014 contracts for approval.

MOTION: APPROVING THE FOLLOWING 2014 CONTRACTS FOR THE HEALTH CARE FACILITY: ALZHEIMER'S ASSOCIATION; BATH VOLUNTEER AMBULANCE; DR. BRUCE BAXTER; CARE2LEARN; CAREFIRST NY, INC.; COMPANION RADIO; FREED MAXICK CPA'S, PC; MOBILEX USA; IRA DAVENPORT MEMORIAL HOSPITAL; NCS HEALTHCARE; RURAL METRO; SOUTHERN TIER FIRE EXTINGUISHER; TIME WARNER CABLE; AND WEST FIRE SYSTEMS MADE BY MR. ROUSH. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

B. Office of Community Services

1. **Contracts** – Dr. Chapman presented his 2014 contracts for approval. Mrs. Ferratella stated that with the contract with Prattsburgh Central School, we are actually providing the Social Worker? Dr. Chapman replied yes. The Social Worker meets with children and families at the school. We bill for services and the school pays a stipend to help cover the expense.

Mrs. Lando asked how many hours does Dr. Khan work? Dr. Chapman replied he works full time. Mr. Alger commented long-term we will need to start planning for when Dr. Khan retires. If you are running a clinic, you have to have a psychiatrist.

MOTION: APPROVING THE FOLLOWING 2014 CONTRACTS FOR THE OFFICE OF COMMUNITY SERVICES: ARBOR DEVELOPMENT – OMH - \$275,560.00; CATHOLIC CHARITIES – OMH - \$13,975.00; FINGER LAKES PARENT NETWORK – OMH - \$476,070.00; STEUBEN ARC – OMH - \$143,848.00; CAPABILITIES – OMH - \$60,040.00; CATHOLIC CHARITIES – OASAS - \$541,935.00; FAMILY SERVICE SOCIETY – OASAS - \$74,012.00; HORNELL CONCERN FOR YOUTH – OASAS - \$109,420.00; KINSHIP FAMILY & YOUTH SERVICES – OASAS - \$304,176.00; STEUBEN ARC – SHELTERED WORKSHOP – OPWDD - \$122,483.00; ARBOR DEVELOPMENT – HUD - \$413,448.00; BATH POLICE DEPARTMENT – TRANSPORT TO ST. JAMES - \$68.00 PER HOUR; MACHUGA’S CONTRACTING – SNOW REMOVAL BATH OFFICE - \$150.00 PER PLOW; DAVID PARKS – SNOW REMOVAL HORNELL OFFICE - \$75.00 PER PLOW; GUSS CAR BUILDING – SNOW REMOVAL CORNING OFFICE - \$55.00 PER PLOW; FIRE ALARM SERVICE TECHNOLOGY, INC. – FIRE ALARM MAINTENANCE - \$1,927.00 ANNUALLY; CATHOLIC CHARITIES – 4 FT/2 PT EMPLOYEES - \$280,000.00 ANNUALLY; MEDLAB, INC. – DRUG SCREENS - \$15.00 PER 6-PANEL SCREEN; INSTITUTE FOR HUMAN SERVICES – 1 FT CASE MANAGER - \$62,500.00 ANNUALLY; LANGUAGE LINE SOLUTIONS, INC. – TELEPHONE INTERPRETERS - \$.75 PER MINUTES; FAMILY SERVICES – 2 FT SOCIAL WORKERS - \$142,000.00 ANNUALLY; PATHWAYS – 5 FT SOCIAL WORKERS, 1 BUSINESS STAFF - \$417,000.00 ANNUALLY; PHOENIX JANITORIAL SERVICES – JANITORIAL SERVICES - \$592.72 PER WEEK; PRATSBURGH SCHOOL – PROVIDE SOCIAL WORKER - \$37,500.00 ANNUALLY; PROACTION – ADMINISTRATIVE/COMPEER - \$100,000.00 ANNUALLY; DR. KHAN – PSYCHIATRIST - \$309,000.00 ANNUALLY; YOUTH BUREAU – RENTAL CONTRACT - \$6,700.00 ANNUALLY; SIGN LANGUAGE SOLUTIONS – SIGN LANGUAGE SUPPORT - \$50.00 PER SERVICE AND SCHINDLER ELEVATOR – CONTRACTED THROUGH PURCHASING - \$195.96 PER MONTH MADE BY MS. LATTIMER. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

2. **Budget Adjustments** – Dr. Chapman informed the committee that they received an additional \$10,007 from the State in PROS funding. He requested authorization to accept that funding and appropriate it to their 2013 contract with Capabilities who provides the supportive employment piece of the PROS program.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO ACCEPT \$10,007.00 IN ADDITIONAL 2013 PROS FUNDING AND APPROPRIATE TO THEIR 2013 CONTRACT WITH CAPABILITIES TO PROVIDE THE SUPPORTIVE EMPLOYMENT PROGRAM MADE BY MR. ROUSH. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Dr. Chapman requested authorization to accept \$60,040.00 in PROS funding for 2014 and appropriate to their 2014 contract with Capabilities to provide the supportive employment piece of the PROS program.

MOTION: AUTHORIZING THE OFFICE OF COMMUNITY SERVICES TO ACCEPT \$60,040.00 IN 2014 PROS FUNDING AND APPROPRIATE TO THEIR 2014 CONTRACT WITH CAPABILITIES TO PROVIDE THE SUPPORTIVE EMPLOYMENT PROGRAM MADE BY MR. ROUSH. SECONDED BY MR. WEAVER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

C. Department of Social Services

1. **Contracts** – Ms. Muller presented her 2014 contracts for approval. She noted that the contract with Virdee Medical Group has increased from \$35.00 per exam to \$50.00 per exam. Mr. Weaver stated that he will abstain from the vote for Virdee as he has business dealings with him.

MOTION: APPROVING THE FOLLOWING 2014 CONTRACTS FOR THE DEPARTMENT OF SOCIAL SERVICES: FIRE ALARM SERVICE TECHNOLOGY – DETENTION CENTER ALARM SERVICES - \$1,280.00; BONADIO GROUP – ELIGIBILITY REVIEWS - \$150.00 PER HOUR; LABCORP – PATERNITY TESTING - \$45.00 PER PERSON AND SHI INTERNATIONAL – K-CHECKS - \$3,500.00 MADE BY MS. LATTIMER. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

MOTION: APPROVING THE 2014 CONTRACT WITH VIRDEE MEDICAL GROUP TO PROVIDE DETENTION CENTER PHYSICALS AT A RATE OF \$50.00 PER EXAM MADE BY MR. ROUSH. SECONDED BY MRS. LANDO. ALL BEING IN FAVOR. MOTION CARRIES 4-0-1. (MR. WEAVER ABSTAINED)

2. **HEAP Furnace Component** – Ms. Muller announced that the HEAP repair money was restored. Mr. Gleason recommended that they award the bid on a line item basis and that they declare Blevins as non-responsive as they will not sign the hold harmless clause that is part of the contract.

MOTION: DECLARING BLEVINS AS NON-RESPONSIVE BIDDER AND AWARDING THE RESIDENTIAL HEATING BID ON A LINE ITEM BASIS TO I.D. BOOTH AND VINE CITY SUPPLY MADE BY MR. ROUSH. SECONDED BY MS. LATTIMER. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

3. **Fraud Report** – Ms. Muller distributed two graphs depicting fraud initiatives and fraud activity year-to-date. With regard to their contract with the Bath Police Department to do motel checks, they spent \$3,000 on the contract, of which \$1,350 was local money. They have saved a gross amount of \$52,000 and the local share saved was \$37,500.

Mr. Hauryski asked Ms. Muller to give a brief explanation of how the Department of Social Services interacts with the District Attorney's Office. Ms. Muller explained if we find fraud for benefit distribution, those cases are done by our investigators. They are reviewed by the attorneys within the department and then they go to the District Attorney. The Sheriff's investigator is also involved. The District Attorney determines whether there is a criminal case. Mr. Hauryski stated that the District Attorney had talked about enhancing this program, but he hasn't seen any of that. This report is very helpful. He asked what does the Sheriff's investigator do? Ms. Muller replied that individual works with the fraud investigator.

Mr. Alger explained the department fraud investigator is an expert in the programs. They identify the fraud and then discuss with the Sheriff's investigator to determine if they can proceed with criminal charges. If it is determined that there are criminal charges, then they take the case to the District Attorney for prosecution. This is a stepped system.

Mr. Hauryski asked how do we rank in the State with regard to our fraud prosecutions? Ms. Muller replied we are one of the stronger counties. We have more fraud investigators than other counties. Mr. Hauryski stated he will be talking with the District Attorney as he wants to make sure that we continue the fraud prosecutions. We hear about this all the time from our constituents.

Mr. Alger stated the front end detection, which is performed by the contract with Bonadio, is a critical component. That is the area where you really save the County money. Ms. Lattimer asked that this report be emailed to all of the Legislators.

IV. OTHER BUSINESS

A. *Health Care Facility Update* – Mr. Alger reported that the Centers for Specialty Care expect to be on the Department of Health's calendar for either January or February to get the approval of their CON (Certificate of Need).

B. *January Meeting* – Due to the New Year's Day holiday, the committee agreed to change the date of the January meeting to **Wednesday, January 8, 2014 at 9:00 a.m.**

C. *Visiting Nursing Association (VNA)* – Mrs. Ferratella commented that through her own experience, she found VNA to be wonderful and they did an excellent job.

MOTION: TO ADJOURN MADE BY MS. LATTIMER. SECONDED BY MR. ROUSH. ALL BEING IN FAVOR. MOTION CARRIES 5-0.

Respectfully Submitted by

Amanda L. Chapman
Deputy Clerk
Steuben County Legislature

NEXT MEETING SCHEDULED FOR

****PLEASE NOTE CHANGE**Wednesday, January 8, 2014 @ 9:00 a.m.**PLEASE NOTE CHANGE****

**Please send agenda items to the Clerk of the Legislature's Office
NO LATER THAN NOON on Tuesday, December 31, 2013.**